

EXECUTIVE COMMITTEE

MEETING MINUTES

MEETING DATE: May 13, 2019 **2:00 PM - 5:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Brian Powell, Chair	P	David Duffy, Vice-Chair	E	Ann Sakaguchi, SEC Secretary	P	Provost Michael Bruno	2:30 PM - 3:30 PM
Stacey Roberts, MFS Secretary	P	Jennifer Griswold	E				
Carolyn Stephenson	P	David Ross	P	John Kinder - Staff	P		
Jim Potemra (Guest)	P	Tom Conway (Guest)	P	Truc Nguyen (Guest)	E		
Paul McKimmy (Guest)	P						

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		The meeting was called to order by Chair B. Powell at 2:00 PM.
REVIEW OF MINUTES	1. The minutes of the 5/6/19 Senate Executive Committee meetings were circulated electronically.	1. A motion was made by D. Ross to approve the 5/6/19 minutes; seconded by C. Stephenson. The minutes were approved unanimously in support.
CHAIR'S REPORT	1. Debriefing of 5/8 MFS meeting- Chair Powell discussed the definition of 'tabled' as noted in Robert's Rules of Order (Newly Revised) and pointed out that the MFS interpretations of 'tabled' may be problematic in the context of active and future actions for the latest tabled motions. TIM/Shidler situation-- the UH is still waiting on UHPA's response so it will be at least a month before the proposal goes to the BOR. The petition mentioned by students at the MFS	1. No action was taken.

	<p>meeting is available on the I-Petititons.com website under “SAVE UHM TIM SCHOOL.”</p> <p>Brian and Stacey reported that the SEC represented faculty-at-large at the graduation this past weekend.</p> <p>GEC Chair Shannon Johnson wrote a memo to Provost Bruno and Chair Powell to state that the system-wide articulation/WICHE Passport has been approved for the UHM campus by the GEC. Powell’s response was that the document did not go through the MFS for review and wanted the Provost to send this back. Both Senator Johnson and GEO Director Christine Beaulé disagreed with Chair Powell’s statement as it was their understanding that it is the GEC that sets policy, not the MFS. GEC is an MFS committee, so this interpretation is incorrect.</p> <p>Chair Powell had a discussion with Provost Bruno regarding the late reorganization proposal submissions this past academic year. Bruno said, moving forward he has instructed his staff to send materials no later than February for decision(s) at latest by the April MFS meeting.</p>	
ACTION ITEMS	1. None.	
GUEST	<p>1. Provost Michael Bruno (2:30 PM-3:30 pm)</p> <p>Discussion topics:</p> <p>A. AH/LLL/SPAS outreach and revisions - The specifics of this proposal needs to be discussed over the summer. The Provost stated he is committed to going back to the discussion table and meeting with Deans and Chairs of the three Colleges/School. Hence, no action is needed by July for this reorganization proposal. The current focus is on getting this done right rather than moving swiftly through this process.</p> <p>B. TIM/Shidler path forward - The SEC mentioned that if it was critical for TIM faculty in order to receive summer stipends, the TIM faculty should have been present to speak up at the MFS meeting. At a minimum their sentiments should</p>	1. No action was taken.

have been communicated to the TIM Senator. The TIM faculty were unaware of the MFS meeting even though they were informed of the meeting through an email communication the morning of the MFS meeting. Bruno mentioned some faculty expressed confusion as to whether the ‘head’ of the unit would be a Director or Associate Dean. Bruno explained that to address faculty concerns such as would a TIM representative be at the table for budget discussions with the Dean, and the administration decided that the new TIM Director would be an Associate Dean also. D. Ross wanted to learn more about faculty in support or lack thereof for the proposal. Bruno mentioned that the faculty wanted Shidler Dean V. Roley to be their Interim Dean from 7/1/19 since Interim Dean Tom Bingham is not versed in TIM as a Professor of Music and Dean Roley is more adept at fund-raising. The agreement is to keep salary and curriculum intact; Roley is prepared to go to Asia to hire an individual for the Endowed Chair position. Meantime, Pres. D. Lassner wants to ignore the tabled resolution and push forward the TIM reorganization with the BOR.

Bruno asked whether the SEC will consider approving the Resolution on behalf of the MFS. Chair Powell mentioned that CAB is willing to make a recommendation to the SEC once they receive votes for or against from TIM and Shidler faculty on the present reorganization proposal and receive a letter from the students withdrawing the statements they made at the meeting. Bruno was of strong opinion that students should not have a say in the outcome of the Resolution given that they are not versed in administrative issues. S. Roberts mentioned that while it is possible for SEC to take action, this is a matter of trust and that in the past whenever the SEC takes action during the summer, it has led to havoc. She mentioned that trust is of particular concern because of the reorg issues this past year. The polling of senators online will require a minimum participation of 46 senators per J. Kinder. The ‘what-if’ scenarios were provided by Bruno

including the potential interim appointment of Dean Roley in July. J. Kinder, who worked previously at UHF, suggested that the UHF speak to the donor's attorney to see whether Shidler is still able to benefit from tax deductions if parameters were changed. Bruno agreed to look into the language of the contract.

SEC does not want to see faculty impacted by the loss of summer stipend. Bruno said he will check if Shidler can set up something where summer funding can still be paid assuming that the merger may eventually go through.

- C. Articulation and WICHE passport - GEC is a permanent committee of the MFS, and therefore it cannot act on its own to set policies for the rest of the campus. As such, the articulation/WICHE passport document needs to be reviewed by CAPP and presented to the MFS for a vote. The WICHE passport is a good idea, but it has to be done properly so the discussion needs to wait till Fall to be addressed by the MFS body. It was mentioned that various items related to the GEC are under review. Bruno mentioned that the other campuses in the system such as LCC and UHWO had signed off; however, the SEC informed Bruno that historically UHM has had its own approval process, which needs to be followed and how decisions are made vary from campus to campus. Bruno was agreeable to this.
- D. RTRF - Regarding the question of how deans have been using the RTRF, Associate VCAA Velma Kameoka will be sending the website link to Chair Powell today. The Policies section of the OVCAA website is where this information will be made available. Enrollments were reported to be up by 12 percent/500+ registrations. Undergraduate and graduate student enrollments, if higher than projected, will result in net increases in tuition revenues and another round of campus-wide competition for funds may be possible. The SEC inquired if we have 500 more students, do we need more instructors and more space?

	<p>Bruno then mentioned that the UH is purchasing a software program with modern scheduling system, e.g. for scheduling classes/classrooms for MWF or TTh. Bruno informed the SEC that a new scheduler had been hired to replace Roberta Enoki, long time UH scheduler. According to the Provost, the new hire has lots of experience and knowledge about the scheduling system, though not at UHM.</p>	
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**COMMITTEE
REPORTS**

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| 1. CAB (AS) – No report. | 1. No action was taken. |
| 2. CAPP (CS) – No report. | 2. No action was taken. |
| 3. CFS (DR) – CFS is trying to arrange a meeting on May 21 to decide Senate committees for next year. If they can't make quorum SEC will have to do it. | 3. No action was taken. |
| 4. COA (JG) – No report. | 4. No action was taken. |
| 5. COR (DD) – No report | 5. No action was taken. |
| 6. CPM (SR) – No report. | 6. No action was taken. |
| 7. CSA (JG) – No report. | 7. No action was taken. |
| 8. GEC (CS) - GEC met May 10 from 10:30 to 12:05 but no quorum until 11:05 AM. Approved "General Education Assessment Plan" by 5-0 vote. Question of who needs to sign. Neither governance nor curriculum working group reports is yet finished. | 8. No action was taken. |
| 9. CEE (DR) – No report. | 9. No action was taken. |
| 10. UHPA (AS) – No report. | 10. No action was taken. |
| 11. WASC (CS) – No report. | 11. No action was taken. |

<p>BUSINESS</p>	<ol style="list-style-type: none"> 1. SEC Chair BOR Testimony - Chair Powell will be submitting supportive testimony for the CNS reorganization proposal. 2. Discussion of GEC Chair report - Powell circulated the one-year report dated 5/3/19 to SEC, which mentions Assessment, Governance, Curriculum. It was clarified that the GEC one-year report represents the viewpoints of the Chair and that it had not been voted on by the committee -- she had volunteered to write the report but ran out of time to get the necessary support of the committee. For the benefit of the new SEC members, a quick rundown of the GEC history was provided. A couple of years ago, GenEd started an internal report during 2016-2017. After a discussion with then VCAA Dasenbrock and later with iVCAA Bruno, the OVCAA appropriately agreed to pay for an external review (Spring 2018). Concerns were once again expressed that the GEC does not set policy but its role is to review and recommend policy to the MFS for a vote by the entire body since it is ultimately the MFS that establishes policy. This needs to be communicated to the GEC next year. <p>Initial suggestions to address the GEC Chair's 1-year report--</p> <p>Powell: When faculty are doing assessments regularly, and faculty have ownership of the process, it is better institutionalized. The question was raised as to whether the Assessment Plan should be voted on by MFS. The GEC can make recommendations but should not be deciding on the roles of faculty in assessment, curriculum, and governance.</p> <p>B. Powell suggested that his and Carolyn's comments be incorporated into one document for distribution to the rest of the SEC. C. Stephenson recommended that the SEC members read the report and the related</p>	<ol style="list-style-type: none"> 1. Draft testimony to be circulated by Brian. 2. No action.
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	<p>documents and that it needs to be discussed together before we compile the comments. The question was posed as to whether we need a highly detailed discussion on the memo or if a simple memo sufficed. For the benefit of the GEC next year, a detailed response was necessary so that the report will not be accepted as it stands by the new members.</p> <p>3. Discussion on SCB and TIM Reorg - SEC to get votes of Shidler</p> <p>4. Discussion on AH, LL&L, and SPAS Reorg</p> <p>5. Phase II - Chair Powell updated the new members on the Phase II reorganization sub-committees. For each of Phase II subcommittees, one CAB and one SEC member are assigned. Since CAB assignments are not until Fall, new CAB members may not be able to participate in Phase II discussions during the summer.</p> <p>6. Schedule of deadlines for administration - Chair Powell recommended that the incoming SEC provide the administration with a schedule of deadlines for the submission of reorganization proposals and other materials.</p>	<p>3. Chair Powell to request Shidler faculty vote on current reorganization proposal.</p> <p>4. The Resolution in Opposition was tabled at the May MFS meeting. Follow-up meetings will occur with Provost and the Colleges/School's Deans and Chairs during the summer.</p> <p>5. No action was taken.</p> <p>6. No action was taken.</p>
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on 5/20/19, in Hawaii Hall 208.	A motion to adjourn was made by S. Roberts and this was seconded by D. Ross. Meeting was adjourned at 5:05 PM.

Respectfully submitted by Ann Sakaguchi, SEC Secretary
Approved on May 20, 2019.