

**CHARTER
STAFF SENATE
UNIVERSITY OF HAWAI‘I AT MĀNOA**

PREAMBLE

The Staff Senate of the University of Hawai‘i at Mānoa (UHM) promotes the system of shared governance grounded in the pursuit of collegiality and transparency that is already in place for faculty via the Mānoa Faculty Senate and for students via the Associated Students of the University of Hawai‘i at Mānoa and the Graduate Student Organization.

The Staff Senate is committed to the betterment of the university and is responsible for collaborating with the Administration in the development, review, and implementation of university policies and operations that impact and concern UHM staff.

**ARTICLE I
PURPOSE AND FUNCTION OF THE STAFF SENATE**

Section 1. Purpose

In sharing responsibility with the Administration, faculty, and students to attain the mission and goals of UHM, the Staff Senate shall:

- Serve as the voice for UHM staff members;
- Provide a medium for the exchange and coordination of information between staff, administrators, faculty, and students;
- Seek updates from administrators on a regular basis regarding campus matters that impact UHM staff;
- Make recommendations and lend expertise to the UH President and UHM Provost on institutional matters of direct staff concern;
- Recommend staff representatives to serve on UHM committees; and
- Foster a culture of respect and community among all employees at UHM.

Section 2. Function

The Senate shall serve as a channel of communication between UHM staff and administrators on procedural and operational issues of UHM-wide concern that may be raised by either the Senate or the Administration. The Senate Chair shall serve on advisory groups to the UH President and senior leadership and as the official Senate representative to the Administration.

**ARTICLE II
GOVERNANCE OF THE STAFF SENATE**

The operations and management of the Staff Senate are under the purview of the Senate.

**ARTICLE III
RELATIONSHIPS TO OTHER UNITS**

Section 1. Transmission of Communications to the Administration and Board of Regents

Communications between the Staff Senate, UH Administration, and/or the Board of Regents shall be conducted through the Senate Chair.

The Senate shall foster a working relationship with the Administration and Board of Regents in the spirit of mutual respect and professionalism and model its actions accordingly, including responding to communications within a reasonable timeframe.

Section 2. Staff Representation on UHM Committees

The Senate shall work cooperatively with the Administration to facilitate staff representation on campus-level committees and working groups.

Section 3. Severability

If any provision of the Charter is held invalid, the invalidity will not affect other provisions or applications of the Charter.

**ARTICLE IV
ACKNOWLEDGMENT OF HRS CHAPTER 89**

The Staff Senate is not intended to and will not impact the university's and the exclusive representatives' rights and responsibilities provided for under Hawai'i Revised Statutes (HRS) Chapter 89.

**ARTICLE V
AMENDMENTS TO THE CHARTER**

Amendments to the Charter may be voted upon after a proposal has been placed on a Staff Senate meeting agenda and discussed by the Senate. A two-thirds vote in the affirmative is required for approval of any amendments to the Charter. After any amendments to the Charter have been adopted by the Senate, approval by the UH President shall be obtained before any amendments take effect.

APPROVED:  July 26, 2019
David Lassner Date
UH President