



UHM Staff Senate | Meeting Minutes

Meeting Date January 13, 2021
Meeting Time 11:00 AM
Location Virtual Meeting (via Zoom)

Members

Name	Role	Attendance
Jaret Leong	Chair	Present
Jenny Chow	Senate Secretary	Present
Laura Nakasato	Executive Board Secretary	Present
Ann Sakuma	Communications Officer	Present
Bernadette Baraquio	Senator	Present
Karen Blakeley	Senator	Present
Regina Cummings	Senator	Present
Carl Dionne	Senator	Present
Jennifer Matayoshi	Senator	Present
Diane Nakashima	Senator	Present
Christie Nitta	Senator	Present
Cindy Rote	Senator	Present
Destin Shigano	Senator	Present
Sarah Simmons	Senator	Present

Lori Ward	Senator	Present
Seth Yoshioka-Maxwell	Senator	Present

Guests

Name	Role	Attendance
Hannah Kline	GSO Parliamentarian	Present

I. Call to Order

- A. The meeting was called to order by Chair J. Leong at 11:03 AM

II. Approval of Minutes

A. Senate Meeting (2020.12.09)

1. The Senate unanimously approved to adopt the 12/9/20 meeting minutes

III. Report from the Chair | Chair Leong

A. Priorities for Spring 2021

1. Post-pandemic fallout
2. Mānoa Reorganization (Administrative and Academic)
3. Creation of all-campus council staff chairs
4. Initiate MSS standing meetings with the President and Provost
5. Continue internal infrastructure improvements
6. MSS awareness campaign
7. Increasing campus awards for staff
8. Explore shifting from senate model to a representative model

B. Mānoa Faculty Senate (MFS)

1. Attended January 4th MFS Executive Committee meeting to meet new members
2. Discussed finding ways to synergize between MFS and MSS
3. Suggestion for MSS to adopt the representative model

IV. Reports | Committee Representatives

A. Mānoa Athletic Compliance Committee | **Senator Nakashima**

1. No updates

B. Mānoa Budget Team with Consultative Bodies | **Chair Leong**

1. No updates

C. Mānoa Campus Climate Committee | **Chair Leong**

1. How to move forward with initiatives during this pandemic
2. How can we best tie in what we are doing with the strategic plan

University of Hawai'i at Mānoa Staff Senate

Email: uhmstaff@hawaii.edu | Website: manoa.hawaii.edu/staffsenate

An Equal Opportunity/Affirmative Action Institution

- D. Mānoa Commission to Address Racism and Bias | **Senator Ward**
 - 1. No updates
- E. Mānoa Communications Council (MCC) | **Senator Sakuma**
 - 1. COVID updates
 - a) University going through surveillance testing, sewage and water testing
 - b) Working with Department of Health (DOH) to provide facilities and volunteers for campus vaccinations
 - 2. Received \$3 million in CARES funding for Spring 2021
 - a) Encourage students to apply, ceiling raised from \$500 to \$1000
 - 3. Jennel Sesoko has a new role in Provost office to unify branding and recruitment efforts
- F. Mānoa Commuter Services Task Force
 - 1. No updates
- G. Mānoa Prioritization Indicators Committee (formerly Budget Prioritization Framework Committee) | **Chair Leong, Senator Shigano, Senator Yoshioka-Maxwell**
 - 1. No updates
- H. Mānoa Provost's Council | **Chair Leong**
 - 1. No updates
- I. Mānoa Reorganization - Phase 2
 - 1. No updates
- J. Mānoa WASC Steering Committee | **Senator Matayoshi**
 - 1. Will meet on January 28th to discuss how we're going to engage the campus in the reaffirmation process
 - 2. WASC visit will be in Fall 2021
 - 3. Presentation to the governing groups being considered, Staff Senate not yet included
 - a) Senator Matayoshi will make the recommendation to include MSS in presentations
- K. Mānoa COVID-19 Working Teams
 - 1. Space Planning, Preparation, and Utilization | **Chair Leong**
 - a) No updates
 - 2. Health & Well-Being Working Team (HWBWT) | **Senator TBD**
 - a) Will be meeting soon
 - b) MSS needs a new senator to fill this position, let Chair Leong know if interested
 - 3. Student and Residence Life | **Senator TBD**
 - a) No updates
 - 4. Student Learning | **Senator Nakashima**
 - a) No updates

5. Business Processes | **Senator Simmons**
 - a) No updates
6. Communications | **Senator Sakuma**
 - a) No updates
7. Research | **Senator Shigano**
 - a) No updates

V. Reports | Standing Committee Chair **ON HOLD******

- A. Communications | **Senator Sakuma**
 1. No updates
- B. Shared Governance | **Senator Simmons and Matayoshi**
 1. No updates
- C. Outreach and Elections | **Senator Seymour**
 1. No updates

VI. Discussion Topic(s):

A. Mānoa Reorganization | Administrative (2019-2021) Final Consultation

1. Create groups to review staff feedback
 - a) Each group will have a Lead Senator and an Executive Board (EB) liaison
 - b) Review the feedback, determine if the feedback has already been addressed
 - c) Determine if there needs to be follow-up conducted
 - d) Update: Scheduler and Mānoa Catalog Office
 - (1) Scheduler is now moving into same department (Office of the Vice Provost for Academic Excellence) with Mānoa Catalog office, no review needed
2. New Suggested Categories:
 - a) Group A: Student Housing Services + Title IX
 - (1) Senator Blakeley
 - (2) Senator Chow (EB Liaison)
 - (3) Senator Dionne (Lead)
 - (4) Senator Matayoshi
 - (5) Senator Shigano
 - b) Group B: Advising + UH Press Moving to Hamilton Library
 - (1) Senator Nakashima
 - (2) Senator Nitta (Lead)
 - (3) Senator Sakuma (EB Liaison)
 - (4) Senator Simmons
 - (5) Senator Yoshioka-Maxwell

- c) Group C: Graduate Division (Admission) + Enrollment Management
 - (1) Senator Baraquio
 - (2) Senator Cummings
 - (3) Senator Nakasato (EB Liaison)
 - (4) Senator Rote (Lead)
 - (5) Senator Ward

VII. New Business

- A. N/A

VIII. Adjournment

- A. The meeting was adjourned by Chair Leong at 12:16 PM.

Respectfully submitted by Jenny Chow, MSS Secretary.

Approved on February 10, 2021.