



UHM Staff Senate | Meeting Minutes

Meeting Date April 14, 2021
Meeting Time 1:00 PM
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	Excused
Sarah Simmons	Senator	Present
Lori Ward	Senator	Present
Seth Yoshioka-Maxwell	Senator	Present

I. Call to Order

A. The meeting was called to order by Chair J. Leong at 1:02 PM

II. Approval of Minutes

A. **Senate Meeting** (2021.03.10)

1. The Senate unanimously approved to adopt the 3/10/21 meeting minutes

III. Report from the Chair | Chair Leong

A. UH Press/Hamilton Library

1. Not part of the current Administrative Reorganization

a) Will refer to the shared governance committee for future follow-ups

B. Teleworking

1. Teleworking Policy in development at UH System

a) Once UH System finalizes teleworking policy, campuses will work on policies

b) Shared governance groups will be involved

C. Academic Reorganization

1. Reorganization likely postponed to Fall 2021

D. CARES Money

1. Interim Associate Vice Chancellor for Academic Affairs Laura Lyons will be looking into funding for staff, mainly for professional development opportunities

a) (Mānoa Staff Senate) MSS asked to submit professional development opportunity ideas (including conferences that have moved online)

b) Please share any ideas with Chair Leong

E. Lunch and Learn with MSS

1. Session went really well, nice to connect with staff members

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. Compiling findings on what people in our community are struggling with
 - 2. campusHELP data to be used to identify key areas of concerns, where mapping to access resources and information would help the campus
- D. Mānoa Commission to Address Racism and Bias | **Senator Ward**
 - 1. Meeting regularly, will be meeting through June 2021
 - 2. Four subcommittees, a facilitator was brought in to facilitate conversations
 - a) Senator Ward is on the policy subcommittee
- E. Mānoa Communications Council (MCC) | **Senator Sakuma**
 - 1. COVID-19 Update
 - a) Fall 2021 courses expected to be 60% online, 40% in person or hybrid
 - b) From April 19th - anyone 16 years and older should have access to the vaccine
 - 2. Spring 2021 Commencement
 - a) The hybrid model will include departments/colleges organizing their own virtual sessions + in-person commencement photo session between May 13-16 at Bachman Hall
- F. Mānoa Judicial Affairs Committee | **TBD**
 - 1. 2-year appointment, beginning August 23, 2021
 - 2. If interested in serving on committee, submit names to Executive Board (EB)
- G. Mānoa Prioritization Indicators Committee (formerly Budget Prioritization Framework Committee) | **Chair Leong, Senator Shigano, Senator Yoshioka-Maxwell**
 - 1. President Lassner is reviewing documents submitted by committee, once approved, will be routed to Deans for review
- H. Mānoa Provost's Council | **Chair Leong**
 - 1. No updates
- I. Mānoa WASC Steering Committee | **Senator Matayoshi**
 - 1. Meeting postponed to next week
 - 2. There is a request to remove "Aloha Aina" from the accreditation process
- J. 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) No updates

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
- K. Mānoa Executive Search Advisory Committees
1. Vice Provost for Enrollment Management (VPEM) | **Chair Leong**
 - a) Ongoing, committee has been meeting

V. Reports | Standing Committee Chair

- A. Communications | **Senators Baraquio and Ward**
 1. Worked with Outreach Committee to advertise MSS Lunch and Learn session
 - a) Sent out email blasts and created video promotion
 2. Committee trained on the use of WordPress
 3. Received approval to set-up MSS YouTube and Facebook page
 4. Next steps:
 - a) Create Senator Profiles for MSS website
 - (1) Please share a headshot
 - (2) Share a little blurb about yourself for senator profiles
 - b) Establish strategies for social media
- B. Elections | **Senator Nakashima**
 1. Message for self-nominations sent out on April 14, 2021 to all full-time APT staff members
- C. Outreach | **Senator Nitta**
 1. Lunch and Learn session - the time flew by and the event went really well
 2. Considering a pau-hana zoom and doing in-person events in the future following proper social distancing
- D. Shared Governance | **Senators Dionne and Yoshioka-Maxwell**
 1. JABSOM consultation
 - a) Committee will be reviewing
 2. MSS Shared Governance Reorganization Standard Questions first draft sent to EB
 - a) Received feedback, will be updating draft for next MSS meeting

VI. Discussion Topic(s):

A. Mānoa Reorganization | Administrative - BOR Testimony

1. MSS will submit written testimony and present oral testimony at April Board of Regents (BOR) meeting
 - a) Acknowledge Administration working and communicating with MSS through review process
 - b) MSS cannot fully support the reorganization at this time:
 - (1) Request to delay decision due to late release of 300+ page reorganization document for BOR to review
 - (a) MSS opposes the process and timeline utilized in this reorganization
 - (2) Reorganization should take place post-pandemic when everyone is back on campus
 - (3) How does the reorganization fit in with the reimagined vision plan slated for November 2021?

VII. New Business

A. N/A

VIII. Adjournment

A. The meeting was adjourned by Chair Leong at 2:20 PM.

Respectfully submitted by Jenny Chow, MSS Secretary.

Approved on May 12, 2021.