



MĀNOA STAFF SENATE

UHM Staff Senate | Meeting Minutes

Meeting Date June 9, 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	Excused
Regina Cummings	Senator	Present
Carl Dionne	Senator	Present
Jennifer Matayoshi	Senator	Present
Diane Nakashima	Senator	Present
Christie Nitta	Senator	Present
Cindy Rote	Senator	Present

University of Hawai'i at Mānoa Staff Senate

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

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Destin Shigano	Senator	Present
Sarah Simmons	Senator	Present
Lori Ward	Senator	Present
Seth Yoshioka-Maxwell	Senator	Present

Guests

Name	Role	Attendance
Aeza Hafalia	Incoming Senator	Present
Elmer Ka'ai	Incoming Senator	Present
Eric Lopez	Incoming Senator	Present

I. Call to Order

- A. The meeting was called to order by Chair J. Leong at 11:01 AM

II. Approval of Minutes

A. Senate Meeting (2021.05.12)

1. The Senate unanimously approved to adopt the 5/12/21 meeting minutes

III. Report from the Chair | Chair Leong

A. Collaboration Meeting with Shared Governance

1. Cancelled, postponed to later this month

B. Mānoa Provost Council

1. Discussion centered around budget, no new updates

IV. Reports | Committee Representatives

A. Mānoa Athletic Compliance Committee | Senator Nakashima

1. Last meeting of academic year was on May 28, 2021
2. Committee will reconvene in August 2021

B. Mānoa Budget Team with Consultative Bodies | Chair Leong

1. No updates

C. Mānoa Campus Climate Committee | Chair Leong

1. New project compiling frequently asked questions to create top ten trending questions

- a) Project will help to answer commonly asked questions and also point people to appropriate departments/resources for answers
- D. Mānoa Commission to Address Racism and Bias | **Senator Ward**
 - 1. No updates
- E. Mānoa Communications Council (MCC) | **Senator Sakuma**
 - 1. UH Leadership is crafting a response to editorial by Senator Donna Mercado Kim
 - 2. Discussed return to campus and requirement for students to be fully vaccinated to be on-campus once one of the emergency use vaccines are FDA approved. Health and religious exemptions will be available.
 - 3. UH Administration will be rescinding the covid telework policy and update current telework policy
- F. Mānoa Judicial Affairs Committee | **TBD**
 - 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 WASC Steering Committee | **Senator Matayoshi**
 - 1. No updates, next meeting is set for June 24, 2021
 - 2. If an MSS senator is interested in serving in the Steering Committee, please email uhmstaff@hawaii.edu and Executive Board (EB) will review
- 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) Team to start meeting again every 4th Friday of the month, may meet more often if needed
 - 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. VP for EM
 - a) An announcement should be made soon

V. Reports | Standing Committee Chair

A. Communications | **Senators Baraquio and Ward**

1. Worked with Senator Yoshioka-Maxwell to upload Senator profiles onto MSS website, hoping to go live on Friday
2. Established MSS Facebook and YouTube channel
3. Established Google account for Communications Committee
4. Created the flyer and Google feedback submission form for the Temperature Check Brown Bag session

B. Elections | **Senator Nakashima**

1. 2021 - 2022 Executive Board
 - a) Chair - Jaret Leong
 - b) Vice Chair - Carl Dionne
 - c) Communications Chair - Lori Ward
 - d) Executive Board Secretary - Sarah Simmons
 - e) Senate Secretary - Christie Ann Nitta

C. Outreach | **Senator Nitta**

1. Held virtual Return to Campus Temperature Check Brown Bag session on June 4, 2021
 - a) About 200 attendees
 - b) Received a lot of staff feedback
 - c) Thank you to Communications Committee for helping to advertise the event in such a quick turnaround time

D. Shared Governance | **Senators Dionne and Yoshioka-Maxwell**

1. Worked on a Mānoa Staff Reorganization Survey google form to capture feedback
 - a) UH authentication will be required to access and submit form but will not record information

VI. Discussion Topic(s):

A. Return to Campus Plans

1. Will compile staff feedback to submit with letter to UH Administration by end of week and request for a response
 - a) Purpose of letter is to identify key concerns of staff regarding the return to campus
 - b) Full list of feedback/concerns will be shared with UH Administration
 - (1) Will clearly state that list of feedback is not in any particular order or priority

VII. New Business

A. MSS Priorities for Fall 2021

1. Revisiting Post-pandemic Re-orgs
2. Phase II Reorganization - what are the next steps now that this has passed?
 - a) Checkpoints to make sure the reorganization is being executed correctly
3. Return to Campus - Teleworking long-term
4. If there are other considerations, please email Chair Leong

VIII. Adjournment

- A. The meeting was adjourned by Chair Leong at 12:06 PM.

Respectfully submitted by Jenny Chow, MSS Secretary.

Approved on **DATE. (send to Lori Ward for uploading to MSS website) add date 7/14/2021**