



UHM Staff Senate | Executive Board Meeting Minutes

Date October 6, 2021
Time 11:00 AM
Location Virtual Meeting (via Zoom)

Members

Name	Role	Attendance
Jaret Leong	Chair	Present
Carl Dionne	Vice-Chair	Present
Lori Ward	Communications Officer	Present
Christie Nitta	Senate Secretary	Present
Sarah Simmons	Executive Board Secretary	Present

I. Call to Order

A. The meeting was called to order by Chair Leong at 11:00 AM.

II. Approval of Minutes

- Executive Board ([2021.09.01](#)) approved 10/06/21; to be finalized for posting on MSS website.
- Senate Meeting ([2021.09.08](#)) approved 10/06/21; to be finalized for posting on MSS website.

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III. Discussion | Topics

A. Telework Policy

1. Campus Climate mtg on 10/5 - telework policy is completed and under consultation with HGEA. Chair checking with HGEA to make sure they have it and see when it would be sent out to staff.

B. Campus Update from Provost meeting

1. UH Permitted Interaction Group (PIG) report on Faculty tenure: MSS position in support of faculty?

C. Impact on Football at Mānoa Ohana - Meetings

1. Who are the ~1000 people estimated for attendance?
2. Concerns on staffing/volunteer work for the events. Get a staffing plan with figures on how many paid staff and volunteers are expected to be used and in what capacities.

D. COE Senate Meeting | MSS Updates

1. Proposal | Resolution to COE Senate
 - a) Recognizing COE as first to encourage and support formation of the MSS.
2. Senator Ward as our MSS representative
3. Discussion:
 - a) MSS Forum
 - b) MSS EB to support faculty in response to PIG tenure issue. Will bring to full MSS next week.

E. Fall 2021 MSS Update Forum (September 29, 2021) - Next Steps

1. Uploads of foreign vaccine records should be fixed.
2. MSS to gather info/themes from forum & will follow up with Aux/Campus Services units on their issues. Look to make a letter to Administration on areas of concern.
3. Where to place all feedback received from forum or website form button? Need to make it accessible to all. Shared folders in google drive for each event going forward.
4. UHM has COVID/LumiSight info available but it is mainly addressing staff/students. General public procedures may be lacking.

IV. Agenda | Senate Meeting (October 13, 2021)

A. MSS Forum feedback received

B. Response to BOR PIG faculty tenure review

V. Other Business

VI. Adjournment

A. The meeting was adjourned by Chair Leong at 11:56 AM.

Respectfully submitted by Sarah Simmons, MSS Executive Board Secretary.
Approved on 11/03/2021.