



UHM Staff Senate | Executive Board Meeting Minutes

Date November 3, 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	Excused
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 ([2021.10.06](#)) approved 11/03/21; to be finalized for posting on MSS website.
- Senate Meeting ([2021.10.13](#)) approved 11/03/21; to be finalized for posting on MSS website.

II. Discussion | Topics

1. Fall 2021 MSS Update (September 29, 2021) - Finalize Letter
 - a) Telework - will be part of collective bargaining and be ratified by membership. Still waiting on formal document to review after HGEA negotiates.
2. Questions/Info from Communications Committee
 - a) [Introductory Message Packet](#)
 - (1) Need feedback and additional ideas for inclusion
 - (2) Will bring up at next MSS meeting to start conversation on inclusions
 - b) Letter to the Provost
 - c) Open Meetings: MSS meetings are on a public calendar now. Add to a more public area so all staff can see and join.
 - d) UH Foundation account setup: Should we set one up and begin to fundraise? Look to Administration to add line item to budget for future.
3. SAC | Executive Director of Equity Assurance Search (EDEA)
 - a) Discussion on search representative choices for Manoa and System
 - b) Review of self nominations
4. Impact on Football at Mānoa Ohana - Plan
 - a) Lori Ideta and Laura Lyons did agree that there should be compensation/parking/food for staff assisting for the future. They believed UHM was caught off guard with the 3 day notice for the increase in capacity to max.
 - b) Should we survey staff for feedback after?
 - c) Feedback button on MSS site is due soon. Will need to follow up.
5. Proposal | Resolution to COE Senate

III. Agenda | Senate Meeting (November 10, 2021)

- Discussion on MSS Introductory message for new staff

IV. Other Business

1. All-Campus Faculty Council - pushing for a faculty BOR representative.
 - a) Watch to see if faculty are able to gain a seat and make a push for staff inclusion after.

III. Adjournment

- A. The meeting was adjourned by Chair Leong at 11:55 AM.

Respectfully submitted by Sarah Simmons, MSS Executive Board Secretary.
Approved on 12/08/2021.