



## UHM Staff Senate | Executive Board Meeting Minutes

**Date** May 4, 2022  
**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 Meeting ([2022.04.06](#)) - approved 5/04/2022.
- Senate Meeting ([2022.04.13](#)) - to be edited and forwarded to full MSS.

### III. Discussion | Topics

#### A. [MSS Resolution | Allyson Tanouye](#)

1. Revised copy is good. Will forward to full MSS for review and approval next week, and then if approved send to BOR for inclusion in their upcoming May 19th meeting.
2. MSS Chair will present the resolution at the BOR meeting.

#### B. MSS Elections Results (and next steps)

1. Submitted nominations (10): Carl Dionne, Bernadette Baraquio, Sarah Simmons, Christie Nitta, Michele Inouchi, Jennel Sesoko, Andrew Sensano, Keiko Knudson, Noweo Kai, Diane Nakashima
2. Nominations equaled the open seats available, so no elections will need to be held.
3. Looking forward, how to handle appointments to fill terms if a senator leaves (retire or leave UH employment) during their elected term. Will look to revise bylaws to have a mechanism in place.
  - a) Looking at having MSS Chair or cmte nominate, and then have placement to fill term confirmed by full MSS.
  - b) Also need to look at replacements for cmte assignments.
4. MSS Executive Board - take self nominations now and elect at final MSS meeting before new term.

### IV. Agenda | Senate Meeting (May 11, 2022)

#### A. In-Person Meeting + Virtual options

1. Confirmed for the in-person meeting at ITC with an option to zoom in.
2. Requirements for zoom: check on hosting computer needs, are buttons needed for speakers to talk?

#### B. MSS Group Picture

1. Sen. Baraquio is coordinating photo. Tripod?

### V. Other Business

#### A. Vassilis Syrmos is proposing to change Attachment B. Wants to update positions to APT and civil service, and take most out of RCUH.

1. Creation of a mechanism to track RCUH employee appointment lengths. And monitor to make sure they are not going past appointment dates.

#### B. Employee out of state travel update: Met with Amy Kunz. Will meet with stakeholders to gain better understanding of issues and redraft. Will then share draft for consultation and move to finalize after feedback.

1. She also hopes to meet with FAs on campus in town halls to share info and keep everyone on the same page.

- C. Student Conduct Appellate Board - seeking nominees to serve. Send to the Office of Student Conduct by September 1, 2022.
  - 1. Will take nominations from MSS.
- D. Telework: Manoa will take requests for summer (June - Aug 31, 2022). Manoa hopes to complete evaluation of telework during this time and finalize something longer term going forward after that.
  - 1. Still hearing that campuses are inconsistent with guidelines and approvals.

## **VI. Adjournment**

- A. The meeting was adjourned by Chair Leong at 11:57 PM.

Respectfully submitted by Sarah Simmons, MSS Executive Board Secretary.  
Approved on 06/01/2022.