



UHM Staff Senate | Executive Board Meeting Minutes

Date June 1, 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	Excused
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 ([2022.05.04](#))- approved 6/01/2022.
- Senate Meeting ([2022.05.11](#)) - to be edited and forwarded to full MSS.

III. Discussion | Topics

- A. [EB Elections \(and Recruitment\)](#)

1. EB nominations are still open and in need of more applicants for open seats.
 2. Chair Leong & Incoming Chair Dionne will reach out to encourage applicants for the open seats.
- B. New Senator Orientation - planning
1. Historically have scheduled for 1st regular scheduled meeting - so July 13, 2022 for this year - OK to extend Senate meeting and discuss bylaws & charter etc. Then, regular meeting with introductions and committee assignments.
 2. New Committee assignments - ok to send out survey again to everyone to rank assignment preferences before July 13th meeting.
- C. MSS Standing Committee Assignments (July 1, 2022 - June 30, 2023)
- D. Update to Bylaws - appointment to fill vacant senate seats
1. No feedback from current MSS senators on current revision language proposal for appointments for vacant/vacated seats.

IV. Agenda | Senate Meeting (June 8, 2022)

- A. Certify Senate election results
- B. New committee assignments
- C. Proposed new Space Guidelines

V. Other Business

- A. HGEA consultation received for space guidelines.
 1. Should MSS look at a forum on this to get feedback from staff?
 2. Include in inquiry with Jan for clarification. Also clarify with HGEA if this is a working conditions negotiation?
 3. Is UHM already hesitating on providing space for new hires and allowing telework in preparation for new space policy and not wanting to remove office space?
- B. Questions for Jan Gouveia
 1. Previously received ones submitted.
 2. New question on space guidelines.
 3. Facilities issue - lack of transparency & some general office maintenance tasks not being completed.

VI. Adjournment

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

Respectfully submitted by Sarah Simmons, MSS Executive Board Secretary.
Approved on 07/06/2022.