# UHM Staff Senate | Meeting Minutes

**Meeting Date**  
February 9, 2022

**Meeting Time**  
12:00pm

**Location**  
Virtual Meeting (via Zoom)

## Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jaret Leong</td>
<td>Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Carl Dionne</td>
<td>Vice Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Christie Nitta</td>
<td>Senate Secretary</td>
<td>Present</td>
</tr>
<tr>
<td>Sarah Simmons</td>
<td>Executive Board Secretary</td>
<td>Present</td>
</tr>
<tr>
<td>Lori Ward</td>
<td>Communications Officer</td>
<td>Present</td>
</tr>
<tr>
<td>Bernadette Baraquio</td>
<td>Senator</td>
<td>Present</td>
</tr>
<tr>
<td>Karen Blakeley</td>
<td>Senator</td>
<td>Present</td>
</tr>
<tr>
<td>Jodi Chee</td>
<td>Senator</td>
<td>Excused</td>
</tr>
<tr>
<td>Jenny Chow</td>
<td>Senator</td>
<td>Present</td>
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<tr>
<td>Regina Cummings</td>
<td>Senator</td>
<td>Present</td>
</tr>
<tr>
<td>Aeza Hafalia</td>
<td>Senator</td>
<td>Present</td>
</tr>
<tr>
<td>Erik Lopez</td>
<td>Senator</td>
<td>Present</td>
</tr>
</tbody>
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I. **Call to Order**
   A. The meeting was called to order by Chair J. Leong at 11:00 am

II. **Approval of Minutes**
   A. Senate Meeting (1/12/2022) - Approved.

III. **Report from the Chair | Senator Leong**
   A. See below in “Campus Climate Committee”.

IV. **Reports | Committee Representatives**
   A. Mānoa Athletic Compliance Committee | Senator Nakashima
      1. No Report
   B. Mānoa Budget Team with Consultative Bodies | Chair Leong
      1. No Report
   C. Mānoa Campus Climate Committee | Chair Leong
      1. Telework requests - currently being approved for 3 months at a time.
      2. HGEA has concerns with the inconsistencies across departments.
      3. Chair Leong plans to meet with OHR on “All Campus Counsel”
      4. Office Space - Currently not being removed from employees, but may be subject for review in the future. Another option being considered is “shared desk/office space”.
   D. Mānoa Commission to Address Racism and Bias | Senator Ward
      1. Book that campus can read, discuss about that
      2. Pushing for a big PR topic
      3. Turmoil - a lot of good feeling before, but then it kind of just went silent.
      4. There are 4 sub committees - wasn’t clear
5. Education Subcommittee - mentioned in that policy report, related to education. Wendy Pearson is on the committee.

E. Mānoa Communications Council (MCC) | Senator TBD
   1. Getting communication first hand from Dan Meisenzahl
   2. Would be good to have someone on this MCC from MSS.

F. Mānoa Judicial Affairs Committee | Senator 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 Simmons
   1. Will remove this Committee

J. Student Conduct Code Board (New Committee) | Senator Nakasato/Rote
   1. No updates.

K. Mānoa COVID-19 Working Teams
   1. Space Planning, Preparation, and Utilization | Chair Leong
      a) 1/28 -meeting - concern was “Booster shot”, requirement is going to be included in what it is to be fully vaccinated. Booster would need to go through the Unions.
      b) Supplies of masks - for emergency purposes.
      c) Recommendation - higher grade mask. They are getting it for emergency use only.
   2. Health & Well-Being Working Team (HWBWT) | Chair Leong
      a) Meetings are continuing every other week.
      b) Dean Hedges is ensuring that voting is done before going back to the group to make sure employees have a say and recommendations are being sent back to the group.
   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 TBD
   a) No updates

7. Research | Senator Shigano
   a) No updates
L. Mānoa Executive Search Advisory Committees

1. Current Ongoing Searches
   a) Faculty Regent Advisor - No Updates
   b) Vice President for Academic Strategy - No Updates
   c) Equity Assurance Director (System/Manoa position) - No Updates
   d) CARES Director (Manoa position) - No update.
   e) Cancer Center Director - No update.
   f) Director for Hawaii Institute of Marine Biology (HIMB) - No Updates
   g) Global Engagement Director (Assistant Provost)- Senator and one of their staff. Search Advisory committee - already have people under that - can be from the senate. 2 - 3 names. To the provost, and then let them know.
   h) Associate Vice Provost, Dean of Students - No Updates
   i) Director of Student Housing - No Updates
   j) Dean of SOEST - Able to talk to Michelle Lau (Tom) they presented us with 3 names - Rae Kim - was this a fair process on were they able to self nominate. APT and RCUH? They are allowing RCUH - APT and RCUH. Michele - was a fair process and that one of those names are 1 apt and 2 RCUH.

M. Campus Fee Advisory Committee | Senator Chee
   1. No Report

N. College of Education | Lori Ward
   2. Report on the situation on Student Housing - reorg process that was undermined. Posting of this position. We are keeping an eye on that.
   3. Upcoming election - APTs - letting them know.

O. Graduate Student Organization
   1. No Report

V. Reports | Standing Committee Chair
A. Communications | Senator Baraquio/Senator Ward
   1. Used the MSS button.
B. Elections | Senator Nakashima
   1. Committee met in January, met with Senator Baraquio on timelines.
   2. Committee will be meeting regularly from this month.
C. Shared Governance | Senator Yoshioka-Maxwell
   1. Bylaw amendments
   2. Inclusive of other type employees, not just APT.
   3. Not something that we plan to have immediately.
D. Outreach | Senator Nakasato
1. Feb 23, 2022 - Might change program - Allyson Tanouye
2. No topics submitted yet on MSS website.
3. Blood drive - secure blood donors. Resources to market the group and market the elections.

VI. Discussion Topics:
   A. Football Meeting (Jan Gouveia, David Matlin, Timmy Chang)
      a. Meeting was very positive, bringing in Timmy Chang as Football Head Coach.
      b. Coach Chang’s vision is to have football for family-friendly events for students, staff and the community.
      c. Football on campus is not intended for long-term, but at least for the next few years. Possibly have a more permanent stadium in Halawa, earliest in 2026.
      d. David Matlin ensured MSS EB that staff members are not being forced to volunteer.
   B. Telework
      a. COVID-19 Telework will most likely not be extended beyond this month.
      b. VP Gouveia mentioned a revised policy, “Sniffles” policy, looking to sort of mirror the LumiSight app.
      c. Office Space - VP Gouveia is looking to do office space planning, analyze office space.
   C. Reorganizations
      a. Campus Services, Student Housing and Facilities will all be under VP for Administration.

VII. New Business
   A. Reorganizations
      a. JABSOM - speak to HGEA Steward to determine that there are no red flags with this change.
      b. CERI (College of Education) - This was a shock to many. Uncertain of what the next courses of action will be. Provost said this reorganization was on hold.
   B. Office Staffing - Some departments on campus are putting in doorbells, trying to keep best practices, staying safe, etc. anStaff side - best practice - there is already a group on campus - put doorbells, staying safe, help the people starting in March.
   C. Campus Climate - Punihei and Cameron are co-chairs, will co-host the event with Kamakana Kuali‘i Counsel, Faculty Senate, ASUH, and GSO.
   D. Conflict of Engineering - faculty and staff did a “vote of no confidence” against their Dean. 70-80% will leave if Dean is not removed. Fiscal Manager was removed. MSS to intervene with the College of Engineering staff. Talk about the next course of action.

VIII. Adjournment
A. March 9, 2022 - Next MSS Meeting.
B. The meeting was adjourned by Chair Leong at 12:05pm

Respectfully submitted by Christie Nitta, MSS Secretary.
Approved on March 9, 2022.