



UHM Staff Senate - Meeting Minutes

Meeting Date October 12, 2022

Meeting Time 12:00pm

Location Zoom

Members

| Name | Role | Attendance |
|---------------------|---------------------------|------------|
| Carl Dionne | Chair | Present |
| Christie Nitta | Vice Chair | Present |
| Jenny Chow | Communications Officer | Present |
| Michele Inouchi | Executive Board Secretary | Present |
| Sarah Simmons | Senate Secretary | Present |
| Jaret Leong | Past Chair | Present |
| Bernadette Baraquio | Senator | Present |
| Karen Blakeley | Senator | Present |
| Jodi Chee | Senator | Present |
| Aeza Hafalia | Senator | Excused |
| Elmer Kaai | Senator | Present |
| Noweo Kai | Senator | Present |
| Keiko Knudson | Senator | Present |
| Erik Lopez | Senator | Present |
| Laura Nakasato | Senator | Excused |
| Diane Nakashima | Senator | Present |
| Andrew Sensano | Senator | Present |
| Jennel Sesoko | Senator | Present |
| Destin Shigano | Senator | Present |

Guests: None

I. Call to Order

A. The meeting was called to order by Chair Dionne at 12:00 pm

II. Approval of Minutes

a. **Senate Meeting** (2022.09.14), view at: <http://go.hawaii.edu/X42>

1. Minutes were approved 10/12/2022.

III. Report from the Chair | Senator Dionne

A. Attended the Provost Council meeting. Discussions on STEM grants for the campus.

IV. Reports | Committee Representatives

A. Mānoa Athletic Compliance Committee | **Senator Nakashima**

1. No report

B. Mānoa Academic Procedures Committee (APC) | *TBD*

1. If anyone has a nomination to serve, please send to Chair.

C. Mānoa Budget Team with Consultative Bodies | **Senator Leong**

1. Not currently meeting. May be ended.

D. Mānoa Campus Climate Committee | **Senator Leong**

1. No report

E. Mānoa Campus Fee Advisory Committee | **Senator Chee**

1. No report

F. Mānoa Commission to Address Racism and Bias | **TBD**

G. Mānoa Office of Student Conduct | Student Conduct Code Appellate Board | **Senator Sesoko and Sensano, Senator Nakasato**

1. No report; trainings commencing soon.

H. Mānoa Provost's Council | **Senator Dionne**

1. UHM Grant for promotion of STEM research and provisions on minority hiring.

I. Periodic Meeting with Manoa Admin (VP Gouveia) | **MSS EB**

1. See separate report below.

J. UH Communicators Council | **Senator Baraquio**

1. Graduation going back to pre-COVID style; Will be in Dec

2. Commencement seeking volunteers & reviewing student speakers.

3. Title IX ethics training underway for all employees.

4. <https://www.youtube.com/watch?v=D1TAn-RYXfs>

University of Hawai'i at Mānoa Staff Senate

Email: uhmstaff@hawaii.edu | Website: manoa.hawaii.edu/staffsenate

An Equal Opportunity/Affirmative Action Institution

- K. UH System Strategic Plan (2023-2029) Steering Committee | **Senator Leong**
 - 1. 4 Town Hall meetings going on soon.
 - 2. Concern on Faculty side that UHM is pushing away from the arts & toward more technical programs and that resources will follow. Also a push at Manoa to potentially remove language requirement for majors.
 - L. Mānoa Executive Search Advisory Committee(s):
 - 1. Assistant Provost for Global Engagement (APGE) - No update. Appl review begins in November 2022.
 - 2. Dean | College of Tropical Agriculture and Human Resources (CTAHR) - No update.
 - M. Reorganizations:
 - 1. College of Education | CERI (COE Research Institute)
 - 2. UHM Student Housing
 - N. Mānoa College/School Staff Senates:
 - 1. College of Education (COE) Senate | **TBD**
 - a) Looking for names to submit.
 - (1) Lori Ward gave a name and Chair could reach out.
 - b) Sen Knudson also is in COE and can serve and report back for MSS.
 - O. UHM Shared Governance | Representatives:
 - 1. UHM Graduate Student Organization (GSO) | **TBD**
 - a) GSO supportive of the idea for our recent Resolution on Shared Governance.
 - b) Still seeking a representative to meet occasionally as liaison with MSS.
- V. **Reports | Standing Committee Chairs**
- A. Communications | **Senator Chow**
 - 1. Please complete doodle to assist in scheduling a time to take a MSS photo.
 - 2. Working on process to recognize staff on campus. Seeking to engage with staff through recognition of service and accomplishments.
 - B. Elections | **Senator Chee**
 - 1. No report.
 - C. Outreach | **Senator Lopez**
 - 1. Date set for Blood Drive on Nov 17. Will be sending out sign up sheet soon. Working with Student Senate on the event and co-branding.
 - 2. Still working on brown bag event details. Seeking engaging topics of interest.
 - D. Shared Governance | **Senator Ka'ai**
 - 1. Wants to be a very proactive committee and encourage ideas and actions from other committees and senators as well.

VI. Discussion Topic(s):

A. Executive Director of Equity Assurance (EDEA) issue.

1. Meeting with VP of Administration

- a) Football/Athletics portion of discussion was smooth. Parking has not been too much of an issue to date and lots have not filled on upper campus.

- (1) Follow up to see if they will be releasing parking if attendance/parking need stays low.

- b) Discussion on exclusion of shared governance groups in hiring of hybrid EM positions: VP Gouveia wants feedback from groups and stakeholders on only final candidates and not at interview stage.

- c) Also discussed proposed changes in how employee parking permits are distributed and possibility to moving to a renewal rather than new pass annually.

2. MSS Senate Resolution Status

- a) Will write up letter to BOR and President and submit resolution to them for next meeting and share draft with EB.

- b) Aim to mail final letter and submit to BOR next week.

B. ByLaw discussions

1. Goal in this round of proposed changes was to set infrastructure changes before the MSS grows in size.
2. Main proposals were to rename leadership structure to President & VP instead of Chair and Vice Chair, and change name of EB to Executive Committee, and include all committee Chairs to also serve on the Exec Board/Committee.
3. EB has invited the current committee Chairs to be non-voting attendees for all EB meetings and discussions.

C. All Campus Council of Staff Senate Chairs - Senator Leong

1. Meetings ongoing. Cautiously optimistic on finalizing Charter and Bylaws by the end of October 2022 for submission to President Lassner for review.
2. Major change was new name of UH Staff Council to allow for campuses that do not have senates as their representative bodies.

D. MSS Budget Ad Hoc Committee - Updates

1. Initial budget request was for one time items, tablecloths/banner etc. Future budget requests would be more consistent year to year.
2. Looking at possibility of fundraising and other funding streams (SAFBP etc) for the future.

E. Telework

1. No update.

F. Senate Picture

1. Please complete doodle poll to assist in finding a time for all to come together for a photo.

VII. Other Business

- A. "No Comment" as a proposed feature option for website on areas at UHM where we are not consulted or overlooked.

VIII. Adjournment

- A. Next MSS Meeting
 1. Wednesday, November 9, 2022, 11:00 to 12:00 PM, TBD Zoom or in-person
- B. The meeting was adjourned by Chair Dionne at 1:04 pm

Respectfully submitted by Sarah Simmons, Mānoa Staff Senate Secretary.

Approved on November 9, 2022.