



## UHM Staff Senate | Executive Board Meeting Minutes

**Date** December 7, 2022  
**Time** 11:00 AM  
**Location** Virtual Meeting (via Zoom)

### Members

Name	Role	Attendance
Carl Dionne	Chair	Present
Christie Nitta	Vice-Chair	Present
Jenny Chow	Communications Coordinator	Excused
Sarah Simmons	Senate Secretary	Present
Michele Inouchi	Executive Board Secretary	Present
Jaret Leong	Past Chair	Present
Elmer Ka'ai	Shared Governance Chair	Present
Andrew Sensano	Elections Chair	Present

### I. Call to Order

A. The meeting was called to order by Chair Dionne at 11:02 AM.

## II. Approval of Minutes

- A. **Senate Meeting** (2022.11.07), view at: <https://go.hawaii.edu/kfq>
  - 1. Approved
- B. **Exec Board Meeting** (2022.11.02), view at: <https://go.hawaii.edu/Wfk>
  - 1. Approved 12/07/2022

## III. Discussion | Topics

- A. Senator Resignation - Jodi Chee
  - 1. Due to job situation
- B. Bylaw Changes - Updates
  - 1. Memorandum for recognizing the bigger role of the officers and what they can represent. Changing Chair of Senate to President to the Senate
  - 2. Chair of the Executive Board to Chair of Executive Committee. Amount of power would remain the same
  - 3. Senators will rely on the Executive Board/Executive Committee to make decisions. Changing composition doesn't change responsibilities
  - 4. Creating the position of Treasurer. Does not need to be implemented right away. Position, rules and responsibilities. The role is not managing money. A point person to take responsibility to accept funding on behalf of the senate
  - 5. Transition between officers and terms. We should put something in place if there are others that do not want to step into positions
  - 6. Simple change in Article I of membership. How do we bring in Civil Service members without upsetting the Administration. Suggestion to change to APT and/or Civil Service. This could give people the opportunity to participate in events/activities even if they are not a senator and it could promote more involvement
  - 7. Terms - how we can extend quality people to stay on beyond their term. We don't have a term limit. Need to discuss and plan in case there happens to be a dynamic person that allows someone to extend past their term. Maybe the terms should not be finite
  - 8. Professional development - suggestion for participation in MSS to be considered professional development. It could be perceived differently and get others interested to join
- C. Senate Resolution for EDEA issue - Review of follow up email to President Lassner
  - 1. Chair Dionne will follow up on testimony and will promote a meeting with Administration in January
- D. All Campus Council of Staff Senate Chairs - Update
  - 1. UH Staff Council made a presentation, Jan wasn't present, OHR Director Jeff Long, Sarah Hirakami, and OGC was present. It was a positive meeting

2. Faculty has it in their academic contract and they have academic freedom. We should be fortunate to have the Manoa Staff Senate
  3. One concern was quorum, and the one-third was taken from the All Faculty Senate
  4. UH Staff Council will present to Jan Gouveia on December 8, 2022
- E. MSS Budget Ad Hoc Committee - Update
1. Deb Ishii suggested sending the budget request to President Lassner and Sandy French. Identify the one time costs and which items would be recurring. Possibly indicate the purpose of each item. The request should come from the chair and the senate should vote on it
- F. MSS Google Drive Reorganization
1. Chair will give permission to EB to reorganize the Google Drive
- IV. Agenda | Senate Meeting (December 14, 2022) -11:00am - 12:03pm Hawaii Hall
- V. Other Business
- A. Raedelle Van Fossen - possible replacement for Destin Shigano's spot when he retires
- VI. Adjournment
- A. The meeting was adjourned by Chair Dionne at 11:56 AM

Respectfully submitted by Michele Inouchi, MSS Executive Board Secretary.  
Approved on 1/04/2022.