UHM Staff Senate | Executive Board Meeting Minutes

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

Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carl Dionne</td>
<td>Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Christie Nitta</td>
<td>Vice-Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Jenny Chow</td>
<td>Communications Coordinator</td>
<td>Excused</td>
</tr>
<tr>
<td>Sarah Simmons</td>
<td>Senate Secretary</td>
<td>Present</td>
</tr>
<tr>
<td>Michele Inouchi</td>
<td>Executive Board Secretary</td>
<td>Present</td>
</tr>
<tr>
<td>Jaret Leong</td>
<td>Past Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Elmer Ka’ai</td>
<td>Shared Governance Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Andrew Sensano</td>
<td>Elections Chair</td>
<td>Present</td>
</tr>
</tbody>
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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.