



UHM Staff Senate - Meeting Minutes

Meeting Date November 9, 2022

Meeting Time 11:00am

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	Present
Elmer Kaai	Senator	Excused
Noweo Kai	Senator	Present
Keiko Knudson	Senator	Excused
Erik Lopez	Senator	Excused
Laura Nakasato	Senator	Excused
Diane Nakashima	Senator	Present
Andrew Sensano	Senator	Present
Jennel Sesoko	Senator	Present
Destin Shigano	Senator	Present

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Guests: None

I. Call to Order

- A. The meeting was called to order by Chair Dionne at 11:00 am

II. Approval of Minutes

- a. **Senate Meeting** (2022.10.12), view at: <http://go.hawaii.edu/dW2>
1. Minutes were approved 11/09/2022.

III. Report from the Chair | Senator Dionne

- A. UHM Budget - carryover funds are being allocated one time, but should not be planned on again.
B. BOR testimony for Senates went well.

IV. Reports | **Committee Representatives**

- A. Mānoa Athletic Compliance Committee | **Senator Nakashima**
1. No Report.
- B. Mānoa Academic Procedures Committee (APC) | *TBD*
- C. Mānoa Budget Team with Consultative Bodies | **Senator Leong**
1. Not currently meeting. Will follow up to see if they will resume meetings.
- D. Mānoa Campus Climate Committee | **Senator Leong**
1. Had a Disney+ film screening and have others planned in January 2023.
- E. Mānoa Campus Fee Advisory Committee | **Senator Chee**
- F. Mānoa Commission to Address Racism and Bias
1. Disbanded for now by Provost
- G. Mānoa Office of Student Conduct | Student Conduct Code Appellate Board | **Senator Sesoko, Sensano and Nakasato**
1. Senators have undergone training.
- H. Mānoa Provost's Council | **Senator Dionne**
1. Carryover fund spending for colleges discussed.
2. VP Chun discussed financial aid and first year enrollments. Excellent enrollment data for UHM.
- I. Periodic Meeting with Manoa Admin (VP Gouveia) | **MSS EB**
1. No update.
- J. UH Communicators Council | **Senator Baraquio**
1. No report.
- K. UH System Strategic Plan (2023-2029) Steering Committee | **Senator Leong**

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1. GA not included as this is a systemwide plan and GAs are mainly at Manoa.
- L. Mānoa Executive Search Advisory Committee(s):
 1. Assistant Provost for Global Engagement (APGE)
 - a) Reviewing applications.
 2. Dean | College of Tropical Agriculture and Human Resources (CTAHR)
 - a) No update.
- M. Reorganizations:
 1. College of Education | CERI (COE Research Institute) - no update.
 2. UHM Student Housing - no update.
- N. Mānoa College/School Staff Senates:
 1. College of Education (COE) Senate | **Senator Knudson**
 - a) No update.
- O. UHM Shared Governance | Representatives:
 1. UHM Graduate Student Organization (GSO) | **TBD**
 - a) No update.

V. Reports | **Standing Committee Chairs**

- A. Communications | **Senator Chow**
 1. Holiday/Year end newsletter in development.
 2. Working on Welcome packet letter updates.
- B. Elections | **TBD**
- C. Outreach | **Senator Lopez**
 1. Blood drive tabling going on now. Event is 11/15/2022.
 2. Forum next week.
 - a) Finalizing [agenda](#) now to include: intro of new MSS Chair Dionne & Senators, recap of previous year, and new initiatives.
- D. Shared Governance | **Senator Sensano** for **Senator Ka'ai**
 1. Main proposals include the change in leadership title, from Chair to President and Vice Chair to Vice President; Renaming Executive Board to Executive Committee; Inclusion of the standing committee chairs in Exec Committee; addition of a Treasurer position; Expansion of Civil Service to serve on MSS.
 2. Think about meeting times for the future. Are we too constrained by meeting during the day? Could be an issue for civil service staff also.
 3. Leadership Camp idea: a review for existing senators and introduction and onboarding for new senators. Would be an in person event to bring everyone together before the new term.

VI. **Discussion Topic(s)**:

- A. MSS in person meetings

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1. HH 309 is reserved if we want to use the space from now through May 2023.
- B. Election Chair Recruitment
 1. Senator Chee stepped back as Chair due to workload.
 2. Volunteers for vacant Chair position? Senator Sensano volunteered.
- C. Executive Director of Equity Assurance (EDEA) issue.
 1. Post BOR Testimony Discussion
 2. Next Steps
 - a) Follow up with President's office to invite them for further discussion to be sent soon.
- D. ByLaw discussions
 1. See Shared Governance notes above.
- E. UH Staff Council (all campuses) - Senator Leong
 1. Not done, but Charter and Bylaws draft are complete and have been forwarded to President Lassner and Leadership to review.
 2. Asked to be included on UH Org Chart.
 3. Aiming for a start in Spring 2023. Will communicate out to all UH staff after initial review for Charter and Bylaws is complete.
- F. MSS Budget Ad Hoc Committee - Updates
 1. Senator Leong will share draft request to EB and full MSS for review and comment.

VII. Other Business

- A. COE congress issued a protest letter on move to new Snyder Hall building.
 1. Main issues noted: security and parking; general use classrooms rather than reserved for COE; lack of individual offices.
 2. MSS to review and determine next steps and any support given.

VIII. Adjournment

- A. Next MSS Meeting
 1. Next Senate Meeting: Wednesday, December 14, 2022, Zoom or In-Person in Hawaii Hall room 309 from 11:00 am to 12:30pm
- B. The meeting was adjourned by Chair Dionne at 12:02 pm

Respectfully submitted by Sarah Simmons, Mānoa Staff Senate Secretary.

Approved on January 11, 2023.

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