



## UHM Staff Senate | Executive Board Meeting Minutes

**Date** January 5, 2023  
**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	Present
Sarah Simmons	Senate Secretary	Present
Michele Inouchi	Executive Board Secretary	Present
Jaret Leong	Past Chair	Excused
Elmer Ka'ai	Shared Governance Chair	Excused
Andrew Sensano	Elections Chair	Present

### I. Call to Order

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

II. Approval of Minutes

A. **Exec Board Meeting** (2023.07.12), view at: <https://go.hawaii.edu/kX3>

1. Approved 1/05/2023

III. **Discussion | Topics**

A. Senator Raedelle Van Fossen Confirmation

1. Chair Dionne will tally votes submitted via email. Process for confirmation will be changed in future
2. Raedelle Van Fossen will be the replacement for Senator Shigano that retired
3. Senator Van Fossen can introduce herself during January MSS meeting

B. Bylaw Changes - Updates

1. Will vote on proposal for bylaw changes at January MSS meeting

C. Shared Governance issue with UH Administration

1. Chair Dionne followed up with Administration regarding shared governance issue, but no response yet
2. Will do another followup or it could be discussed at next quarterly meeting

D. UH Staff Council - Update

1. No update provided but Chair Dionne mentioned that there was communication with Administration for approval of charter and bylaws

E. MSS Budget Ad Hoc Committee - Update

1. Approval for draft numbers needed. Chair Dione will discuss with the Budget committee where/who to send the budget draft proposal. MSS can review before it is sent

F. MSS Google Drive Reorganization

1. Target completion by end of 2023

IV. Agenda | Senate Meeting (January 11, 2023) -11:00am - 12:00pm I

V. Other Business

A. For the next meeting with Jan Gouveia, request telework process to be allowed to be requested earlier so everyone can plan

B. Chair Dionne will respond to staff member that inquired about telework

VI. Adjournment

- A. The meeting was adjourned by Chair Dionne at 11:34 AM

Respectfully submitted by Michele Inouchi, MSS Executive Board Secretary.

Approved on 2/01/2023.