



UHM Staff Senate - Meeting Minutes

Meeting Date January 11, 2023

Meeting Time 11:00am

Location Zoom

Members

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

Guests: none

University of Hawai'i at Mānoa Staff Senate

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

An Equal Opportunity/Affirmative Action Institution

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** (2022.11.07), view at: <https://go.hawaii.edu/kfq>
 1. Minutes were approved 1/11/2023.
- b. **Senate Meeting** (2022.12.14), not ready for review

III. Report from the Chair | Senator Dionne

- A.

IV. Reports | **Committee Representatives**

- A. Mānoa Athletic Compliance Committee | **Senator Nakashima**
- B. Mānoa Academic Procedures Committee (APC) | *TBD*
- C. Mānoa Budget Team with Consultative Bodies | **Senator Leong**
 1. No report
- D. Mānoa Campus Climate Committee | **Senator Leong**
 1. No report
- E. Mānoa Campus Fee Advisory Committee | **TBD**
- F. Mānoa Office of Student Conduct | Student Conduct Code Appellate Board | **Senator Sesoko, Sensano and Nakasato**
 1. No report
- G. Mānoa Provost's Council | **Senator Dionne**
 1. No report. Meetings to begin again in late January 2023.
- H. Periodic Meeting with Manoa Admin (VP Gouveia) | **MSS EB**
 1. No report. Will follow up and note next meeting date.
- I. UH Communicators Council | **Senator Baraquio**
- J. UH System Strategic Plan (2023-2029) Steering Committee | **Senator Leong**
 1. No report.
- K. Mānoa Executive Search Advisory Committee(s):
 1. Assistant Provost for Global Engagement (APGE) | **Senator Simmons**
 - a) Interviewing candidates and expecting finalist campus visits to occur in late February or March 2023.
 2. Dean | College of Tropical Agriculture and Human Resources (CTAHR)
 - a) Nominations options from MSS for members for service on Search Advisory Committee are Sen Dionne and Debbie Wong of CTAHR.

L. Reorganizations:

1. College of Education | CERI (COE Research Institute)
 - a) No report
2. UHM Student Housing
 - a) No report

M. Mānoa College/School Staff Senates:

1. College of Education (COE) Senate | **Senator Knudson**
 - a) No report

N. UHM Shared Governance | Representatives:

1. UHM Graduate Student Organization (GSO) | **TBD**

V. **Reports | Standing Committee Chairs**

A. Communications | **Senator Chow**

1. Holiday email from MSS went out to campus.
2. Want to begin staff highlights to include in future campus newsletters to increase morale and awareness.

B. Elections | **Senator Sensano**

1. Initial Spring term meeting to be held shortly.
 - a) Priorities to finalize plans for Spring elections.

C. Outreach | **Senator Lopez**

1. Blood drive was a success, but we need to work on MSS participation for future events. Please think of tabling assistance as an option in addition to donation for future drives.

D. Shared Governance | **Senator Ka'ai**

1. ByLaws change proposals to come soon.
2. Support of in person meetings for MSS in future.

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

A. Introductions and welcome for Sen. Raedelle Van Fossen

1. Introduction: Serves as Education Manager at Lyon Arboretum. Will serve in MSS on Elections Cmte.
2. Motion to approve appointment made by Sen. Ka'ai and seconded by Sen. Hafalia. Motion carries and appointment is approved by voice vote of full MSS.

B. ByLaw Discussion

C. Telework

1. Need for follow up for increased communication from UHM Administration on status of telework renewal and how soon requests can be submitted for review.
2. HGEA class action grievance is ongoing. No info given out so far on status of renewal addendum.

3. Waiting for information on continuation of telework program, as contract addendum on it expires this year.
 4. Update on current policy given; What have we heard on campus: SOEST may have had some denials of staff requests.
 5. MSS will continue to follow up and take any concerns from campus staff.
- D. Shared Governance issue with Vice President of Administration
1. Waiting on response to our follow up request to President's office on denial of MSS to name members to hybrid office Director positions from VPA office.
- E. MSS Budget Ad Hoc Committee - Updates
1. Draft for Approval: <https://go.hawaii.edu/e3k>
 2. Discussion on draft and items included. Noted that a memo to the Provost with a copy to Chief Business Officer French with our request will need to be submitted.

VII. New Business

- A. UHM Student Housing is only being allowed to hire for temporary positions, which is making difficulty in recruitment. More info on this may be needed to address.
- B. Athletic Dept had previously pushed that impact for hosting games on campus with parking would be limited to Saturdays. Next Fall has a Sept 1 Friday game. Usually they clear campus for parking at 10am, which may have impacts to staff, faculty, students, and academics overall.

VIII. Adjournment

- A. Next MSS Meeting
 1. Next Senate Meeting: *Wednesday, February 8, 2023, TBD Zoom and/or In-Person*
- B. The meeting was adjourned by Chair Dionne at 11:59 am

Respectfully submitted by Sarah Simmons, Mānoa Staff Senate
Secretary. Approved on 02/08/2023.