



UHM Staff Senate | Executive Board Meeting Minutes

Date March 1, 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 (2023.02.01)**, view at: <https://go.hawaii.edu/aYk>

III. Discussion | Topics

A. Shared Governance - Next Steps

1. Go through BOR and have a policy with shared governances since President and Provost are supportive
2. With Communications, write up a resolution for BOR to get a head start to discuss how to move forward. Something to work on in the next few months

B. Bylaw Changes

1. Discussed a new turn around time and a process when things can be brought up to full senate vote
2. Committee works on change, sends to EB/committee chairs next month, gets feedback on shared governance and then the 3rd month brought back to EB, then the following week it is off to senate vote. All senators would have time to look at the changes so there is no surprise. Could vote on individual items so it's not an all or nothing approach

C. Telework Update - Next Steps

1. Chair Dione will send a general email to all staff to thank everyone that attended the forum and to provide a brief update with the PDF document of Administration response provided to the Senate Ways and Means Committee

D. MSS Staff Forum - Review

1. 96 attendees was a good attendance. In the future make the flow better. Everyone who is speaking could have a slide and text what they want to say and review prior to the forum. Try to have smooth flowing presentation for future forums
2. Doing the forum as a webinar would be better than a Zoom link. So it's set to the speaker and can't change views

E. JABSOM Dean's Search Committee

1. Selected Elwyn Watkins along with another person from list

F. BOR Presentation - March 23, 2023

1. Chair will look over the initial draft and send it to EB. Slides need to be submitted by 3/14 to the Provost office
2. Mention growth, members on search committees, relationship with Admin good/bad
3. Won't mention wanting to expand to civil service. Will come up with a process to initiate that at a later time

G. UH Staff Council - Update

1. Not objecting civil service to represent

H. MSS Budget Ad Hoc Committee - Update

1. Meeting with Deb Ishii on March 8 or 10
- I. MSS Google Drive Reorganization
 1. Work on it for the next few months. Chair and VC to go over drive structure. To get it ready before June for next Senate

Agenda | Senate Meeting (March 8, 2023) -11:00am - 12:00pm

IV. Other Business

A. MSS Mixer - Outreach/Communication event

1. Committees will discuss intent and what the agenda will be for mixer on March 29th
2. Q&A with swag giveaway and Trivia games for staff to learn about MSS
3. Only in person event

B. Student Housing UH News Announcement with changes at Student Housing

1. Plans to streamlining services with staff. Offer SHS to give feedback regarding changes. Have open discussion at next meeting with Administration

V. Adjournment

- A. The meeting was adjourned by Chair Dionne at 11:32am

Respectfully submitted by Michele Inouchi, MSS Executive Board Secretary.

Approved on 4/06/2023.