



## UHM Staff Senate - Meeting Minutes

**Meeting Date** August 9, 2023

**Meeting Time** 11:00am

**Location** Hawai'i Hall, Room 309 and Zoom

**Members**

Name	Role	Attendance
Christie Nitta	Chair	Present
Noweo Kai	Vice Chair	Present
Jennel Sesoko	Communications Officer	Present
Raedelle Van Fossen	Senate Secretary	Present
Carl Dionne	Past Chair	Present
Bernadette Baraquio	Senator	Present
Karen Blakeley	Senator	Excused
Devon Gordon	Senator	Present
Aeza Hafalia	Senator	Present
Michele Inouchi	Senator	Present
Elmer Kaai	Senator	Present
Reynold Kajiwara	Senator	Present
Nate Kinglsey	Senator	Present
Jaret Leong	Senator	Present
Diane Nakashima	Senator	Excused
Carol Oshiro	Senator	Present
Joseph Peters	Senator	Present
Andrew Sensano	Senator	Present
Sarah Simmons	Senator	Present

**University of Hawai'i at Mānoa Staff Senate**

Email: [uhmstaff@hawaii.edu](mailto:uhmstaff@hawaii.edu) | Website: [manoa.hawaii.edu/staffsenate](http://manoa.hawaii.edu/staffsenate)

*An Equal Opportunity/Affirmative Action Institution*

Guests: none

**I. Call to Order**

- A. The meeting was called to order by Chair Nitta at 11:15 am

**II. Approval of Minutes**

- a. **Senate Meeting** (2023.07.12), view at: [MSS | Meeting Minutes 7-12-2023](#)
- Minutes were approved 8-9-2023.

**III. Report from the Chair | Senator Nitta**

A. Provost Council Meeting Update

- Attended Provost Council meeting 7-24-2023.
  - Much of the discussion was regarding Discover Mānoa open house event
    - To be held in October
    - Will also include off-campus units as well
- Enrollment is strong
  - 1500 transfers compared to 1400 previous year
- Mānoa move in
  - Email to go out for assistance
- Football game on 9-1-2023
  - Reported during meeting that very faculty voiced concerns
    - Majority of faculty supportive
    - Peter Arnade shared that only 2 of 200 faculty voiced concern that UH values sports over academics
  - Did not bring up MSS survey during meeting

**IV. UHM Shared Governance|Representatives**

- A. UHM Graduate Student Organization (GSO) | TBD
- Chair Nitta to reach out again regarding representation
- B. UHM Associated Students of the University of Hawai'i (ASUH) | TBD
- Chair Nitta to reach out again regarding representation
- C. Manoa Faculty Senate | TBD
- John Kinder did not appoint chair yet
  - Chair Nitta to follow up

**V. Reports | [Standing Committee Chairs](#)**

- A. Communications | **Senator Sesoko**
- In process of setting up Mail Chimp account

**University of Hawai'i at Mānoa Staff Senate**

Email: [uhmstaff@hawaii.edu](mailto:uhmstaff@hawaii.edu) | Website: [manoa.hawaii.edu/staffsenate](http://manoa.hawaii.edu/staffsenate)

*An Equal Opportunity/Affirmative Action Institution*

2. Communications to set up calendar to schedule events such as welcome message, holidays, end-of-year recap
    - a) Collaboration with other committees such as Elections and Outreach to provide support for events
  3. MSS biographies
    - a) Google form link shared to give biographical information
    - b) Please give updates as needed for returning senators
  4. MSS group photo
    - a) To be taken during October in-person meeting
    - b) Coordinate outfits?
      - (1) Same color?
    - c) Mahalo to Sen. Baraquio for arranging for a photographer
- B. Elections | **Senator Sensano**
1. Committee met to discuss end of year events
  2. Mahalo from Sen Sensano to the group reappointing him as Elections Chair
- C. Outreach | **Senator TBD**
1. Committee has not met yet
- D. Shared Governance | **Senator Ka'ai**
1. Working on two bylaw changes
    - a) Treasurer
    - b) Title name changes
  2. All other committee senators are welcome to join Shared Governance meetings
  3. Planning a joint meeting with other standing committees in September
  4. Recess in December
  5. Committee goal to improve the work flow in MSS
    - a) Reviewing manual rules

## VI. Reports | **Committee Representatives**

- A. Mānoa Academic Procedures Committee (APC) | **Senator Dionne**
  1. Sen Dionne should be hearing soon regarding APC
  2. Sen Dionne offer to other Senator to participate?
- B. Mānoa Campus Climate Committee | **Senator Leong**
  1. GSO has leadership transition
  2. ASUH - no update
- C. Mānoa Campus Fee Advisory Committee | **Senator Dionne**
  1. Sen Dionne should be hearing soon
- D. Mānoa Office of Student Conduct | Student Conduct Code Appellate Board | **Senator Sesoko, Sensano**
  1. No updates

- E. Administration Meeting (President Lassner, VP Gouveia, Provost Bruno | **MSS EB**
  - 1. Update
- F. UH Communicators Council | **Senator Baraquio**
  - 1. New Student Orientation begins 8-14-2023
  - 2. Welina Mānoa 8-21-2023
  - 3. RISE building move in starts 8-11-2-2023
  - 4. Find our Kuleana - Pele award Gold! Congratulations!
  - 5. Mini-con 8-9-2023 to discuss strengthening enrollment
  - 6. Mānoa Experience 10-21-2023
- G. University of Hawaii Staff Council (UHSC) Update | **Senator Leong**
  - 1. Met as leadership team
  - 2. Board of Regents supportive of MSS liason
- H. Mānoa Executive Search Advisory Committee(s):
  - 1. Dean | College of Tropical Agriculture and Human Resources (CTAHR) | **Senator Dionne, Senator Nitta**
    - a) On schedule, interview set for the Fall
- I. Mānoa Reorganizations:
  - 1. Waiting for faculty to return
  - 2. UHM Provost's Office - Institute for Sustainability and Resilience
  - 3. Center on the Family - Move from CTAHR to the College of Social Sciences
- J. Mānoa College/School Staff Senates:
  - 1. College of Education (COE) Senate |
    - a) Sen Knudsen stepped down and no representative from COE
    - b) Recruit someone from COE to be on MSS
      - (1) Sen Leong can assist

## VII. Discussion Topic(s):

- A. Confirm Standing Committee Chairs
- B. Two (2) Vacant MSS Seats
  - 1. Try to fill soon by appointment
    - a) One inquiry
  - 2. EB has authority to appoint
    - a) Confirming vote can be taken at MSS meeting
  - 3. Call for senators to promote participation in MSS
- C. Addition of EB Treasurer Seat
  - 1. Position summary of role discussion by Shared Governance committee
    - a) Adding topic to September agenda
- D. Bylaws Change Timeline
  - 1. When student government meets, the current form for amendments can be accessed to see feedback

### University of Hawai'i at Mānoa Staff Senate

Email: [uhmstaff@hawaii.edu](mailto:uhmstaff@hawaii.edu) | Website: [manoa.hawaii.edu/staffsenate](http://manoa.hawaii.edu/staffsenate)

*An Equal Opportunity/Affirmative Action Institution*

- E. Football on Campus (September 1) Survey
  - 1. Surveys done 8-8-2023
  - 2. Response to Provost will be worked on
  - 3. Athletic Director attended Mānoa Neighborhood Board meeting
    - a) Reported that 65% of tickets sold
- F. Upcoming Meetings
  - 1. Confirming President Lassner attending September MSS meeting
    - a) Next MSS is Zoom only meeting
    - b) President Lassner will try to attend entire meeting

## **VIII. Other/New Business**

- A. Sen Inouchi shared Vice Provost Ideta will be retiring
  - 1. Will ask for nominations effective November 1st
- B. Question regarding plan to share results of football survey
  - 1. Would be good to show the Provost speed of responses
  - 2. Suggestion to send email to staff with summary of results and inform that there will be follow-up
- C. Chair Ka'ai suggested MSS and Chair show support for Maui and Big Island
  - 1. Support for other UH Staff council
  - 2. Shared that Lāhainā was the first capital
  - 3. Simple statement of support
    - a) Communications can help Chair Nitta
- D. Bachman Hall opening
  - 1. Partially open by October, fully open by December

## **IX. Adjournment**

- A. Next MSS Meeting: *Wednesday, Sep 13, 2023*, Zoom Only
- B. The meeting was adjourned by Chair Nitta at p.m.

Respectfully submitted by Raedelle Van Fossen, Mānoa Staff Senate Secretary.  
Approved on 9/13/2023