



MĀNOA STAFF SENATE

Mānoa Staff Senate
Executive Board

UHM Staff Senate | Executive Board Meeting

Wednesday, October 4, 2023, 11:00 am - 12:00 pm
Virtual Meeting (via Zoom)

Agenda

I. Call to Order at 11:08 am

Name	Role	Attendance
Christie Nitta	Chair	Present
Noweo Kai	Vice-Chair	Present
Jennel Sesoko	Communications Coordinator	Present
Raedelle Van Fossen	Senate Secretary	Present
Carol Oshiro	Executive Board Secretary	Present
Carl Dionne	Past Chair	Present
Elmer Ka'ai	Shared Governance Chair	Absent
Andrew Sensano	Elections Chair	Present

University of Hawai'i at Mānoa Staff Senate

2500 Campus Road, Hawai'i Hall 202

Honolulu, HI 96822

Email | uhmstaff@hawaii.edu

Website | manoa.hawaii.edu/staffsenate

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II. Approval of Minutes

- **Exec Board Meeting** (2023.9.6), view at: [MSS EB | Meeting Minutes 9-6-2023](#)
- Changes made

III. Discussion | Topics

- New Senator - Richard Okubo (10.11.2023)
 1. There will be one more opening after this
- Vacant Senator Seat
 1. Senator Sesoko shared two names interested in joining MSS; she will reach out
 2. We currently have 19 senators; the chair has the power to fill vacant seats (up to 22 seats)
 3. A question arose about whether senators should replace senators who are leaving (or continue their term) - Shared Governance to determine if a protocol is needed.
- Treasure Timeline
 1. Senator Kaai will distribute it at the next MSS meeting
- Bylaw Changes
 1. To be approved at the next MSS meeting
 2. Senator Kaai will share documents before the meeting so Senators can review the document
- Welcome New Employees Email Update
 1. Chair Nitta and Senator Dionne met with ITS to determine how the new employee's email will be updated in the university listserv
 2. Chair Nitta will provide a written document explaining the process.
- University of Hawaii Staff Council (UHSC) Update - Senator Leong is the UHSC Chair

IV. Other Business

- The next MSS meeting will be in-person and virtual

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- The outreach committee is organizing a Blood Drive on October 27th

V. Adjournment

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