



Meeting | UHM Staff Senate

Wednesday, April 10, 11:00 am - 12:00 pm

Zoom

Name	Role	Attendance
Christie Nitta	Chair	Present
Noweo Kai	Vice Chair	Present
Carol Oshiro	Executive Board Secretary	Present
Jennel Sesoko	Communications Officer	Present
Raedelle Van Fossen	Senate Secretary	Present
Carl Dionne	Past Chair	Present
Bernadette Baraquoio	Senator	Present
Jacob Choe	Senator	Absent
Devon Gordon	Senator	Present
Aeza Hafalia	Senator	Present
Michele Inouchi	Senator	Present
Elmer Kaai	Senator	Absent - Excused
Reynold Kajiwara	Senator	Present
Nate Kinglsey	Senator	Present
Jaret Leong	Senator	Absent - Excused
Richard Okubo	Senator	Present
Andrew Sensano	Senator	Present
Sarah Simmons	Senator	Present

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Agenda

- I. Call to Order
 - A. The meeting was called to order by Chair Nitta at 11:03 am
- II. Approval of Minutes
 - A. Senate Meeting (2024.2.14), view at: [MSS | Minutes 02-14-2024](#)
 1. Minutes need to be approved
 - B. Senate Meeting (2024.3.13), view at: [MSS | Minutes 03-13-2024](#)
 1. Minutes were approved 2024.4.10
- III. Report from the Chair | Chair Nitta
 - A. Last month went to BOR (Sen Leong, Chair Nitta) - Annual mtg about shared governance
 1. Chair Nitta presented
 - a) Got to know BOR secretary
 - B. Did share Education Council powerpoint to MSS
 - C. Provost Meeting - Sen. Sesoko
 1. Heavily discussed Shared Governance structure
 2. BOR going back to having Chancellor for Mānoa
 3. Example of University Senate
 - a) Representative with all
 4. Mānoa Faculty Senate
 - a) How to get more support, volunteers, high turnover, restructure
 - b) Sen Sesoko shared similar situation with MSS
 5. How to communicate and share to promote all areas of involvement
 - a) Website of all shared governance groups
 6. Other groups shared their structure
- IV. Reports | Standing Committee Chairs
 - A. Communications | Senator Sesoko
 1. Met [Mar 20, 2024](#)
 - a) Only communications committee met
 - b) Reviewed emails that went out
 - c) Instagram post of mixer:
https://docs.google.com/document/d/1iWoU_gNNgg1dy9dRPBIGGmJbBQQ5YcOt_aglxSZyaZYc/edit?usp=sharing
 - d) Next meeting will be with Outreach
 - (1) Last of the term
 - B. Elections | Senator Sensano
 1. Communications sent two weeks ago, and today for self-nominations

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2. Today official day of self-nomination for two weeks
 3. Two more emails to send out to communicate about self-nomination
 4. Closes Apr 24, 2024 at 4:30 pm
 5. Mixer had a lot of people
 - a) Hopeful there will be people with interested in self-nomination
 6. Many current senators up to self-nominations
 7. Will try to keep everyone and not have experienced senators not return
 8. Cannot know specifics because Sen. Sensano is up for reelection
 9. Meeting with committee sometime soon before self-nominations close
 10. On track and hope for good turnout
 11. Need form and link updated asap
- C. Outreach | Senator Kai & Senator Oshiro
1. Mixer
 - a) Successful in attendance and fun
 - b) Thank you to Sen Inouchi for venue
 - c) Approximately 25 participants
 - (1) Only seven current senators
 - (2) Retired Sen Diane A Nakashima attended, as well as others
 - (a) Shared to potential members
 - d) Next outreach meeting at Campus Center about MSS
 - (1) May 15th: 11:00 to 1:00
 - (2) Promote Staff Shaka
- D. Shared Governance | Sen Kaai
1. No updates
- V. Mānoa Executive Search Advisory Committee(s):
- A. Dean | John A Burns School of Medicine (JABSOM)
 1. No updates
 - B. Assistant Vice Provost for Diversity and Inclusion (TBD)
 1. Sen Obkubo shared - Search now going through cabinets
 - C. Reorganizations
 1. Center on the Family - Move from CTAHR to the College of Social Sciences - Feedback submitted by Senator Nitta
 - D. Mānoa College/School Staff Senates:
 1. College of Education (COE) Senate | Sen Leong (Temporary) - no update
 - E. UHM Shared Governance | Representatives:
 1. UHM Graduate Student Organization (GSO) |
 - a) Isabella Iser Secretary for GSO
 2. ASUH | Bronson Azama

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3. Manoa Faculty Senate | Erin Sentio

VI. Reports | Committee Representatives

- A. Mānoa Campus Climate Committee | **Senator Leong**
 - 1. No update
- B. Mānoa Campus Fee Advisory Committee | **Senator Dionne**
 - 1. No update
- C. Mānoa Office of Student Conduct | Student Conduct Code Appellate Board | **Senator Sensano**
 - 1. No update
- D. UH Communicators Council | **Senator Baraquo**
 - 1. Branding Marketing presentation - Sen Sesoko
 - a) Wayfinding signage <https://www.uhmanoawayfinding.org/>
 - b) Creative Services Form - <https://forms.gle/MpBKHv1jS4PpBcFz7>
 - c) <https://givingday.uhfoundation.org/>
 - d) Watermark designed by Sig Zane
 - e) Form for help with graphics for units
 - 2. Today is Giving Day
- E. University of Hawaii Staff Council (UHSC) Update | **Senator Leong**
 - 1. Presented slides about UHSC
 - a) 2022 campuses
 - (1) Most campuses are active
 - b) UHSC working group
 - c) Co-chair model for leadership both Chair and Co-chairs
 - (1) 2 and 4 year model
 - d) Shared history, name change
 - e) Modeled by-laws on ACCFSC and MSS
 - f) Highlites
 - (1) Each campus has equal vote
 - g) Each campus can have up to three delegates
 - h) How decisions are made, votes, delegates
 - i) Post Working Group - Most active now and working on Kauai CC
 - j) BOR liaison - Laurie Tochiki
 - (1) Great advocate
 - k) Links
 - (1) Charter <https://go.hawaii.edu/nzA>
 - l) Bylaws
 - (1) <https://go.hawaii.edu/Gzn>
 - 2. Looking in MSS By-laws regarding representative

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3. College of Education | Sen Leong
 - a) Gen Ed changes
 - (1) Concern with no meaningful consultation
 - b) Move to new building
 - (1) Concerns about moving, design, budget
 - c) President search
 - d) Ed Specialists concerns about staff or faculty determination regarding office space

- F. AESSC | Update | Chair Nitta
 1. March meeting canceled
 2. May meeting is last meeting
 3. Not sure if anyone is interested in participating
 - a) Sen. Sensano?

- VII. Discussion Topic(s):
 - A. Meeting with Jan Gouveia and Provost Bruno meeting | Chair Nitta
 1. Will update later
 - B. NCHEMS
 1. Who would be available for April 22nd
 - a) Maybe 9:00 to 10:00
 2. Chair Nitta sent email about meeting and discussion topics
 3. 4-5 Senators already expressed interest
 4. Let Chair Nitta know if you know others who wants to participate
 - a) Sen Kaai suggest to send request to former senators
 - C. By-Law Change regarding to dissolve Shared Governance Committee
 1. Motion to approve - Sen Kaai
 2. Second motion - Sen Sensano
 3. Motion passes
 - a) Vote - Unanimous
 4. Sen Kaai to update by-law
 5. EB to decide what do tod
 - D. Budget memo
 1. Out by next month?
 2. Survey staff for training, workshops?
 - a) Sen Sensano suggest providing a list of what could be offered instead of open suggestions
 3. Sen Kaai suggest to look at what do MSS committees need?

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- a) For the next two years
 - 4. What about the return of staff breakfasts?
 - E. New Staff Orientation
 - 1. With Jan Gouviea
 - a) Plan something for staff, similar to New Faculty Orientation
 - b) Many units do not have onboarding events for staff
 - (1) Sen. Sesoko working on staff orientation video
 - (2) To show new hires how amazing working for UH is
 - c) Please share with Sen Sesoko anyone who could be a good person to showcase in video
 - F. Presidential search
 - 1. ongoing
- VIII. Adjournment Time 12:06 pm
- A. *Next Senate Meeting: Wednesday, May 8, 2024 - Zoom*

Respectfully submitted by R.Van Fossen

Approved on: 2024.5.

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