UHM Staff Senate | Executive Board Meeting Minutes

Date        July 6, 2020
Time        11:00 AM
Location    Virtual Meeting (via Zoom)

Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jaret Leong</td>
<td>Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Ann Sakuma</td>
<td>Interim Vice-Chair Communications Officer</td>
<td>Present</td>
</tr>
<tr>
<td>Jenny Chow</td>
<td>Senate Secretary</td>
<td>Present</td>
</tr>
<tr>
<td>Laura Nakasato</td>
<td>Executive Board Secretary</td>
<td>Present</td>
</tr>
</tbody>
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I. Call to Order
   A. The meeting was called to order by Chair Leong at 11:08 AM.

II. Approval of Minutes
   A. Senate Meeting Minutes for June 10, 2020 were unanimously approved.
III. Discussion | Standing Committees
   A. Recommendations from MSS Communications Committee
      1. Improvements for MSS website and welcome back to campus
         email draft will be shared with the Senate for discussion at the
         July 8th MSS meeting.
   B. Recommendations from MSS Elections/Outreach Committee
      1. Timeline and nomination/elections questions will be shared with
         the Senate for discussion at the July 8th MSS meeting.

IV. Agenda | Senate Meeting (July 8, 2020)
   A. Reports | Committee Representatives
      1. COVID working groups update
   B. Reports | Standing Committee Chair
      1. Communications
      2. Elections/Outreach
   C. Date for November MSS meeting

V. Other Business
   A. Warrior Welcome | Statement from MSS
      1. Awaiting clarification on what is needed for this request.
   B. Shared Governance committee will be led by Senator Simmons while
      Senator Matayoshi is on leave.
      1. Senator Nakashima is joining the Shared Governance committee
         to assist with the “who to contact” information.
      2. Their next meeting is scheduled for July 15th.
   C. Campus Climate
      1. Requesting ideas on ways to welcome back and show
         appreciation for faculty/staff.

VI. Adjournment
   A. The meeting was adjourned by Chair Leong at 11:54 AM.

Respectfully submitted by Laura Nakasato, MSS Executive Board Secretary.
Approved on August 5, 2020.