



UHM Staff Senate | Executive Board Meeting Minutes

Date November 4, 2020
Time 11:00 AM
Location Virtual Meeting (via Zoom)

Members

Name	Role	Attendance
Jaret Leong	Chair	Present
Ann Sakuma	Interim Vice-Chair Communications Officer	Present
Jenny Chow	Senate Secretary	Present
Laura Nakasato	Executive Board Secretary	Present

I. Call to Order

A. The meeting was called to order by Chair Leong at 11:02 AM.

II. Approval of Minutes

A. Executive Board (2020.10.08) - approved unanimously, 11/4/20

B. Senate Meeting (2020.10.14) - approved unanimously, 11/4/20

III. Discussion | Topics

- A. Elections
- B. New Senators' Meeting
 - 1. Introductions
 - 2. Expectations
 - 3. MSS meetings are normally scheduled the 2nd Wednesday of the month from 11:00 AM - 12:00 PM
 - 4. Explanation of internal committees
 - 5. Charter and Bylaws
 - 6. Announce invitation to attend November 18th and December 9th meetings in email.
 - 7. January 13, 2021 will be first official meeting and maybe longer than normal
 - 8. Question and Answer session

IV. Agenda | Senate Meeting (November 18, 2020)

- A. Introduce new senators present at meeting
- B. Election overview
 - 1. How many applicants
 - a) How many total APTs
 - b) What percentage participated in the election
- C. EB Election Options (Recommend to make this "C")
 - 1. Three options
 - a) All EB seats up for election for the term January 2021 to June 2022 (18 months).
 - b) Retain current EB until June 30, 2021 (additional 6-months). The Vice Chair becomes Chair in July 2021 and only the Vice Chair seat up for election.
 - c) All EB seats up for election for the term January 2021 to June 2021 (6 months). The Vice Chair becomes Chair in July 2021 with all other seats up for election.
 - 2. Require self-nominations for all EB seats.
 - 3. Share what each EB role entails with the Senate prior to holding elections.

V. Other Business

- A. January 13th - extended meeting (2 hours)
 - 1. EB elections

2. Internal committee confirmation

- a) Senators will be asked their committee preference prior to the January 13th meeting.

VI. Adjournment

- A. The meeting was adjourned by Chair Leong at 12:16 PM.

Respectfully submitted by Laura Nakasato, MSS Executive Board Secretary.

Approved on December 4, 2020.