UHM Staff Senate | Executive Board Meeting Minutes

Date       June 2, 2021
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 11:00 AM.

II. Approval of Minutes
   A. Executive Board (2021.05.05) - approved unanimously 06/02/21; to be finalized for posting on MSS website.
   B. Senate Meeting (2021.05.12) - approved unanimously with corrections 06/02/21, to be forwarded for full Senate review.
III. Discussion | Topics
   A. WASC committee
      1. Next meeting is at the end of June; ask all senators if anyone is interested in being on this committee
   B. Judiciary Affairs
      1. Opportunity will be presented to incoming senators.
   C. New senator orientation
      1. Orientation session will be rescheduled.
   D. Executive Board elections
      1. All positions are filled except the Senate Secretary.
      2. At the next MSS meeting, ask for a volunteer to fill the remaining Senate Secretary EB position.
   E. Phase II Reorganization
      1. Senator Matayoshi asked about the implementation of Phase II Reorganization since her unit has not heard any information; the implementation is supposed to occur on July 1st.
         a) At the next Provost Council meeting, Chair Leong will ask about the details regarding implementation of Phase II.
      2. For the future, the process could include the Shared Governance committee following-up about implementation after a reorganization is approved.
   F. Return to the office
      1. MSS Temperature Check virtual session on Friday, June 4th
         a) All feedback from the google sheet will be sent to President Lassner and Provost Bruno, including an overview sheet that details the main themes gathered from the feedback.
         b) Senator Sakuma will code the feedback into themes.

IV. Agenda | Senate Meeting (June 9, 2021)
   A. Return to the office

V. Adjournment
   A. The meeting was adjourned by Chair Leong at 12:00 PM.

Respectfully submitted by Laura Nakasato, MSS Executive Board Secretary. 
Approved on DATE.