



# **Associated Students of the University of Hawaii - West Oahu *The 3rd Senate of Kapolei***

ASUHWO General Senate Meeting 15-007 called to order at 3:34 pm on April 7, 2015.

## **Members Present**

President Ryan Sommer  
Vice President Briana Williams  
Secretary Joyleanne Santos  
Public Administration Senator Jaquelyn Hanlon  
Social Sciences Senator Isaiah Baclaan  
Student Caucus Ambassador Sara Perry  
Senior Class Senator Micah Gowen – 4:29pm

## **Members not present**

Senate Speaker George Kalantzis – excused  
Treasurer Shane Nishimura – excused  
Student Life Coordinator Rouel Velasco - excused

## **Quorum**

Yes

## **Open Forum Guest**

1. Sara Aiello  
Chamber music concert tonight at 7pm. Students get in free with Student ID.  
Open to the public for \$25.

## **Reading of Minutes**

1. **Motion: To approve the minutes for GM 15-006**
2. **Motion by:** Briana Williams
3. **Seconded by:** Isaiah Baclaan
4. **Resolved: Minutes for GM 15-006 approved**
5. **Vote:** Unanimous

## **Reading of Agenda**

1. **Motion: To approve the agenda for GM 15-007**
2. **Motion by:** Jaquelyn Hanlon
3. **Seconded by:** Isaiah Baclaan
4. **Resolved: Agenda for GM 15-007 approved with following amendments**  
Add item 8.4 Senate Bill SB 15-05 To Appropriate Funding for Care Packages for  
Finals Week (Special Order)  
Add item 8.5 Standard Operating Procedures for ASUHWO binder for review
5. **Vote:** Unanimous

## **Internal Reports**

1. President  
Apologies for the short notice of the meeting today with President Lassner.  
Tobacco policy committee has not yet been established.

2. Vice President
 

New leadership training is coming up concerning communication and its barriers. Will be meeting with service learning coordinator on childcare initiative. Has been keeping up with sign in sheet and calculating hours. Has been updating inventory sheets. Reminder: don't keep personal things in drawers or will be counted as office property.
3. Secretary
 

Has been updating the website and Instagram.
4. Advisors
 

Student Life Coordinator  
 Unable to make meeting due to family emergency. Paperwork submitted for hale gifts. ASUHWO general elections voting now on myuh until Monday, April 13<sup>th</sup> till 11:59 pm. Student government invited to participate in National County Government month on April 28, 9 am – 2 pm. Walk A Mile In Her Shoes on April 15, where men march to end rape, gender violence. Two marching times are 10:50 am and 12:20 pm. Will be purchasing items related to caucus meeting soon.
10. Campus Committee Reports
 

Communication  
 Looking to add a non-student government member, faculty member, staff member, and administration member as a talk story hour and get everyone on the same page. New program – online mobile app: get notifications through every step of admission process to help you along like what's been completed and accepted.
5. Budget and Finance Committee
 

Clarified where Hale gifts were coming out of.
6. Activities Committee
 

Bill for care packages. Opportunities fair fairly successful and gave ASUHWO huge applaud for time and efforts at the end. Standstill with caucus planning until supplies are purchased. Attendance does not count, but it is mandatory.
8. Legislative Committee
 

Working on standard operating procedures binder.
9. Public Administration
 

Figured out what questions to put on public administration survey. Next week, will send out email to the person who does surveys to get help with it.
10. Social Sciences
 

Lending library – finishing parameters this week. Set up another meeting w/ library and bookstore and last insights on what to put it. Will write bill for it soon.
11. Ambassadors
 

Student Caucus Ambassador Perry  
 Similar resolution for students on system committees. President Lassner was at

the last meeting. Talked about campus safety and health care for students. There is a universal complaint on business office. Elections going on most of campuses.

### Unfinished Business

1. SR 15-005 Resolution for Students on Campus Committees

**Motion: motion to table SR 15-005**

**Motioned by:** Briana Williams

**Seconded by:** Jaquelyn Hanlon

**Resolved: SR 15-005 Resolution tabled until next meeting**

**Vote: unanimous**

2. UHWO Leadership Conference

There isn't enough time to pull it off by the end of the semester due to the current activities and events being planned. Will be postponed till after club rush of next semester so that more people can benefit. Will need to get key speakers and organize it during summer. Will need to double check with those who graduated to see if they're willing to help out who went to the leadership conference. Need to check on room reservations and meet with facilities to organize something.

### New Business

1. ASUHWO By-laws Revised

Added sections:

Absentee AND proxy voting

Senate resignations concerning executive board members and senators

Send in edits by this Friday at midnight.

Give question w/ reasons and be specific.

2. Caucus Process By-Laws

Caucus representative bylaws section to include duties and give procedure on how to go out for appointment and application process. Process on how to do applications and appointments. Include representatives to have one initiative per semester (as per section 1, B, Article VI). Initiatives are important because they bring members in touch w/ peers and campus. It's important to give back. Distance learning need to work it out. Has been talking to administration, the student life coordinator to get that going. As expectations change, it would be exactly mirrored in PRS sheet.

3. Initiatives and Programs Bylaws

Section added in bylaws of initiatives and programs concerning who's going to maintain it after the people who start initiatives graduate. Programs can be initiatives that senate members can take up. It creates sustainability for the hard work of past and present senate members. Instead of saying "unique" initiatives in the bylaws, change it to "different" initiatives. If members share or split an initiative, they should keep a log.

4. SB 15-05

Amendments:

Change title to "To Appropriate Fund for Finals Week Care Packages"

Change 1<sup>st</sup> reading to special order

Line to: "ASUHWO" to spell out "UHWO"

Line 5: around finals week

Line 13: care package containers - \$10

Line 14: care package items - \$220

Line 7: increasing "the" visibility of the senate

Line 20: take out Shane's name

**Motion: To Approve SB 15-05 To Appropriate Funding for Care Packages for Finals Week (Special Order)**

**Motioned by:** Jaquelyn Hanlon

**Seconded by:** Briana Williams

**Resolved: SB 15-05 To Appropriate Funding for Finals Week Care Packages approved with the aforesaid amendments.**

**Vote:** Unanimous

5. Standard Operating Procedures for ASUHWO binder for review

Outlines dress code, sashes, duties and expectations of each and every position, transition worksheets, etc. Will be in the office to look through and emailed. It's a handbook to give new senate members in the beginning with bylaws and constitution. Needs a table of contacts.

**Announcements and Open Forum**

1. Working w/ senators to get started on initiatives.
2. Fridge is gone because it was leaking chemical waste. Will have it in next week.

**Meeting Adjournment at 4:34 pm**

Motioned by: Briana William

Seconded by: Jaquelyn Hanlon

## **Voting Record**

Voting Record for General Meeting 15-007, Approval of Agenda and Minutes: To Approve the Minutes for GM 15-006				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	x			NA
Shane Nishimura	x			Yes
Micah Gowen	X			Yes
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	x			Yes
Jaquelyn Hanlon	x			NA

Voting Record for General Meeting 15-007, Approval of Agenda and Minutes: To Approve the Agenda for GM 15-007 with Amendments				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	x			NA
Shane Nishimura	x			Yes
Micah Gowen	X			Yes
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	X			Yes
Jaquelyn Hanlon	x			NA

Voting Record for General Meeting 15-007, Unfinished Business: To table SR 15-005 Resolution for Students on Campus Committees				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	x			NA
Shane Nishimura	x			Yes
Micah Gowen	X			Yes
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
Jaquelyn Hanlon	X			NA
George Kalantzis	x			Yes

Voting Record for General Meeting 15-007, New Business: To Approve SB 15-05 To Appropriate Funding for Care Packages for Finals Week (Special Order)				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	x			NA
Shane Nishimura	x			Yes
Micah Gowen	X			Yes
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
Jaquelyn Hanlon	X			NA
George Kalantzis	x			Yes