



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

ASUHWO General Senate Meeting 16-002 called to order at 12:13 pm on July 7, 2015.

Members Present

President Ryan Sommer
Vice President Briana Williams
Secretary Joyleanne Santos
Distance Learning Senator Daniel Sieradzki
Senior Class Senator Jacxine Kaulili-Guzon
Social Sciences Senator Isaiah Baclaan
Student Caucus Ambassador Sara Perry
Junior Class Senator George Kalantzis – tardy

Members not present

Student Life Coordinator Rouel Velasco
Treasurer Shane Nishimura - excused
Sophomore Class Senator Terina Faagau - excused
Student Caucus Ambassador Valentin Fletes - excused

Guests

N/A

Quorum

Yes

Reading of Minutes

Motion: To approve the minutes for GM 16-001

Motion by: Briana Williams

Seconded by: Isaiah Baclaan

Resolved: Minutes for GM 16-001 approved with the following amendment(s):

Add Guest Valentin Fletes under “Guests”

Vote: Unanimous

Reading of Agenda

Motion: To approve the agenda for GM 16-002

Motion by: Isaiah Baclaan

Seconded by: Briana Williams

Resolved: Agenda for GM 16-002

Vote: Unanimous

Internal Reports

1. President

Co-curricular transcript committee is postponed because a member is unavailable due to work and vacations, and will resume in August.

2. Vice President
Continuing work on the Veteran Affairs Committee and Technology Committee. Conducted the first training session on July 2nd and those who missed it will be contacted. Next meeting will be on July 22nd from 1-3pm in the office.
3. Secretary
Continuing to work on minutes and may look into ramps for the parking lot that are ADA compliant.
4. Treasurer
Summer budget is done. Projected fall budget will be completed once enrollment balances are in.
5. Budget and Finance Committee
If the Senate have any bills or resolutions passed, have it looked over by a committee first, which counts as first reading, then bring it to a general meeting for voting. This can be done even without a finalized budget.
8. Activities Committee
Will be forming a committee to plan hosting a training for clubs on information received from the Ho'opilihou conference the Senate went to in the Spring semester.
9. Legislative Committee
Sent out SOP binder materials to the members to review vote on. Then the Senate will be able to vote on it. There is the possibility of making booklets by spiraling it. For now, it will be a handbook to see how it works for the year.
10. Technology Committee
Working on getting Skype to work on the computers once again. Will be contacting IT to see what needs to be done to set up a projector with a camera and voice over mics in the room.
11. Veterans Service Committee
Created a to-do list from making surveys to contacting old club members. Supposed to try to get teeth behind ideas that we want to propose administration by conducting a survey.
12. Distance Learning Senator
Planning to host an event in July at Kauai community college for distance learning (DL) students to reach out to constituents. A complaint was brought to his attention on how DL students have to pay the bus fee. There needs to be clarification that the fee for The Bus pass is optional whereas the transportation fee and those services that have fees DL students are not able to access may be eliminated by the Board of Regents. Students who won't be charged with these fees may have to primarily categorized as DL students in the system.
13. Senior Class
A mentorship program was suggested by a professor where those in the senior class could offer to mentor lowerclassmen. A mentorship for non-traditional students may also be needed. An email could be sent to the Director of Student

services to set up this kind of mentoring program. There could also be a workshop set up, like those held at the No'eau center, by exiting students to spread knowledge with underclassmen. A U.S. veterans' mentorship program would be good, too. May be having another meeting with this professor coming back soon and will get back to the topic.

14. Ambassadors

Student Caucus Ambassador Perry

Trying to get summer training session going, still trying to push to August. Interim Associate Vice President may be back in next month or two and will work on that getting that ball rolling. Has been working on stipend issues.

15. Campus Committees

Communication

Meeting not till next month.

Vice Chancellor of Academic Affairs Search Committee

Will reconvene soon. Have scaled down from interviews from 12 candidates to 5 candidates. In Fall semester, will be hosting open forums, so candidates can meet faculty staff, and on a separate occasion be asked questions. Names will be released publicly before then.

Tobacco committee

Meeting will be on the first week of August.

Unfinished Business

1. ASUHWL Lending Library

Sent out the layout. An issue with the business office is that ASUHWL cannot collect fees due to damaged or stolen books. The library would keep the fees. Has been working on the layout, such as the purpose, goals, and function of everyone involved (i.e. ASUHWL, the library, the bookstore, and the business office). Hopefully future class senators can contact their professors on what general books are needed each semester. I have already received feedback from 25 professors. Will write up a bill, check on the costs of books, and forward it to the Budget and Finance committee, so it can be voted on at the next meeting and ready for Fall semester. As far as creating a refund account by selling books to the bookstore that can't be reused, it may not happen, but will work to have a possible solution by the end of Fall semester to present to the business office. ASUHWL will not be renting books out for students because it would make ASUHWL liable if the student damages the books.

2. Veterans Committee Update

There are 6 people on the committee. What is being pushed are transition centers, support groups, hotlines for assistance, a site for veterans on the myUH, social media outlets, and a mentorship program. Working to get in contact with past members of the Veterans club and bring in outside forces, like ADA and the community to provide assistance along with presenting ideas of what others campuses provide. Looking in to what kind of grants the school can get for retrofitting construction for centers. A meeting has been scheduled to sit down and go through the grant writing process, which can hopefully be done by Fall semester in order to get a space and create an actual veterans center on

campus. Also looking to get pamphlets in order that provide veteran services in the community.

Internal Reports

16. Junior Class Senator

Brainstorming on another initiative, which is to create a discount card for students to use at many businesses on the island that could have the ASUHWO logo on them. The purpose would be for the students that attend UHWO to be able to save money.

Reading of Agenda

Motion: To approve the agenda for GM 16-002

Motion by: Isaiah Baclaan

Seconded by: Briana Williams

Resolved: Agenda for GM 16-002 approved with the following amendments

Change meeting room location from E-109 to C-216 approved

Vote: Unanimous

New Business – 12:59 pm

1. Summer Budget

Business office is closed right now. The summer budget reallocates funds from the previous year so the Senate can hit the ground running with purchase orders for Fall semester when the business office reopens. The Senate currently has \$12,780 in its budget which is allocated to food, student initiatives and incentives, swag, leadership training, incentives, and furniture.

Motion: to approve ASUHWO Summer Budget 2015

Motion by: Isaiah Baclaan

Seconded by: George Kalantzis

Resolved: ASUHWO Summer Budget 2015 approved with the following amendments:

Addition of senator initiatives to be included with student incentives, swag, and leadership training in Program Supplies.

Vote: Unanimous

2. Color Run

ASUHWO participated in the Color Run event as volunteers last year. There are two runs going on this year: one on August 7 at night and the next one is in November. If ASUHWO participates, all information and points of contact will be passed on the Activities committee. Keep in mind, ASUHWO still has to host training based on the past conferences ASUHWO has attended, such as Ho'opilihou and the American Student Government Association. This event requires no funding. For student participation in the run itself, the work load could be extended to the Student Activities committee and Technology committee to send out information and promote it to clubs. The cost to run depends on when the students sign up. There are also shirts ASUHWO can provide for students to run-in.

Motion: to approve mandatory ASUHWO participation in the Color Run event on November 7, 2015.

Motion by: Joyleanne Santos

Seconded by: Isaiah Baclaan

Resolved: Mandatory ASUHWO participation in the Color Run event on November 7, 2015 approved.

Vote: Unanimous

3. Welcome Back/Club Rush Event

Please wear Senate shirts for picture taking at the next meeting, so that they can go into the brochure. Need to finalize forms for signing out shirts in order for shirts to be disbursed.

Motion: to approve ASUHWO participation in the Welcome Back/Club Rush events.

Motion by: Isaiah Baclaan

Seconded by: Brieana Williams

Resolved: ASUHWO participation in the Welcome Back/Club Rush events approved.

Vote: Unanimous

This event is usually held on the second week of school. The Senate will pass out information of the senate and the different senate initiatives, as well as sign-ups for Fall special elections. The senate may give away swag, have the students sign up on social media, pass out books, and there will also be a swear-in ceremony on one of the days. Meeting minutes should be up on the website.

4. Election Day Planning

For special elections, there is a group of volunteers that are able to come in and organize the election process in order to get more student involvement. If we bring them in, we must have elections before November or else they will be tied up doing State elections. The goal for these elections are to raise awareness within the students of ASUHWO and educate them. They know student government exists and it is the Senate's job to remind them that we are still active. A schedule needs to be set for elections as well as volunteer sign-up. ASUHWO may need to look into a new company for a voting system and the costs of it, since students are usually on myUH only for registration. To increase participation, the Senate can set up voting booths in the spirit of elections, borrow iPads from the No'eau center for convenient voting, and create fliers and posters.

Announcements and Open Forum

1. Interim Vice Chancellor of Academic Affairs and Vice Chancellor of Student Affairs are looking to put together an alumni group to start the alumni organization for the campus. Have asked to think about alumni who may be interested in doing it. Prior work has already been done by a previous president of ASUHWO and will be provided so that planning can start and more people can get involved.
2. Next meetings are on August 4 and August 18, Tuesdays, from 12 pm-2 pm.
3. How to write legislation training will be held on August 12 from 12 pm – 1 pm.

Meeting Adjournment at 1:43 pm
Motioned by: Isaiah Baclaan
Seconded by: Joyleanne Santos

Voting Record

Voting Record for General Meeting 16-002, Approval of Agenda and Minutes: To Approve the Minutes for GM 16-001 with Amendments				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	x			NA

Voting Record for General Meeting 16-002, Approval of Agenda and Minutes: To Approve the Agenda for GM 16-002 with Amendments				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	X			NA

Voting Record for General Meeting 16-002, New Business: to approve ASUHWO Summer Budget 2015 with Amendments				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	x			NA

Voting Record for General Meeting 16-002, New Business: to approve mandatory ASUHWO participation in the Color Run event on November 7, 2015				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	x			NA

Voting Record for General Meeting 16-002, New Business: to approve ASUHWO participation in the Welcome Back/Club Rush events				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
George Kalantzis	x			NA