



The Associated Students of the University of Hawai'i – West O'ahu 5th Senate of Kapolei

ASUHWO General Senate Meeting 17-003 called to order at 3:25pm on August 16, 2016 in room E109.

Members Present

President Isaiah Baclaan
Vice President Haylie Culp
Secretary Lehua Gould
Sophomore Class Senator Christielove Espinosa
Education Senator Lydia Haff

Members Not Present

Treasurer Elizabeth Gustafson – excused
Distance Learning Senator Shermila Sioson – excused
Business Administration Senator Rashad Hicks – unexcused
S.L Coordinator Rouel Velasco – excused

Guests

No Guests

Quorum

Yes

Reading of Minutes

Motion: to approve the minutes for General Meeting 17-002

Motion by: Haylie Culp

Seconded by: Lehua Gould

Vote: Unanimous

Reading of Agenda

Motion: to approve the agenda for General Meeting 17-003

Motion by: Haylie Culp

Seconded by: Christielove Espinosa

Resolved: Agenda for General Meeting 17-003 approved with the following amendments

- **Correct New Business to include New Business 8.4 ALA Aloha Girls State**
- **Correct New Business to include New Business 8.5 Updating Classroom Signage**

Vote: Unanimous

Internal Reports

1. President

As President, I will be meeting with the faculty senate chair, Allen Rosenfeld, this Monday to discuss our relationship to the faculty senate. Also, I've been working on the ASUHWO Lending Library so hopefully we get that up. I should drop the books off by Thursday and will send all of the emails to all professors. We'll need senators and



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everybody involved to go to the specific classes that the books are being used in and do a small presentation explaining the Lending Library initiative and how it is beneficial to all students. Additionally, I will be meeting with Rouel on Thursday to discuss fall special elections. Lastly, we will need to discuss and set a time and date to have a Town Hall meeting during our next general meeting when our advisor, Rouel, is present.

Our Distance Learning Senator, Shermila Sioson is still interested in the position but is still trying to work around her work schedule. She has voiced that if we feel that she is not capable of fulfilling her duties in this position, she will step down. But, as far as I'm concerned, one of the things we allotted Daniel as the Distance Learning Senator was allowing him to miss meetings due to his work schedule; I would like to extend Shermila the same courtesy. I was hoping that either Haylie or myself would Skype with her and discuss her role in the senate, how she would go about doing initiatives, and things like that.

2. Vice President

On Monday and Tuesday, the whole senate should be meeting to table for Welcome Week. That entire week will just be clubs and organizations sitting outside and interacting with students as they begin a new school year. We are assigned to table on Monday and Tuesday and Pueo Leaders should be tabling on Wednesday and Thursday. Piko will be tabling on Thursday and a few organizations will be present on the other days. It would be really great if we could be present on days other than Monday and Tuesday as well, but those were the days that we agreed we would be most available. Also, I've spoken with Rashad about his absences and after looking at all possible scenarios, it seems clear that he will be resigning from his position. Therefore, we should be receiving his official resignation email shortly.

Punua Days went off without a hitch so thank you guys for all of your help. I am really pleased with the results of this Punua Days in comparison to last years. Faculty worked together, students worked together, and we were able to develop many more harmonious relationships in comparison to during last year's orientation event.

Opened up ALA Aloha Girls State discussion that will be reflected as a New Business item.

3. Secretary

Speaking in terms of a No'eau Center employee, Punua Days seemed to have gone well. It gave all of our tutors something to participate in on those days as we are winding down to the end of summer and were finalizing all of our summer projects. As there wasn't much going on in the center during those days, it was a really great way for No'eau to get involved and advertise our tutors, our services, and allowing us to let students know that we are working towards ensuring student success.

I am also working on updating all of our social media sites. This morning I was able to update our Instagram biography and posted a picture. In regards to our website, I've just



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figured out how to upload codified agendas and minutes. Also, Isaiah sent me all of the pictures we took during our photo shoot so I will be working towards updating photos throughout all of our social media accounts.

4. Advisors

a. Student Life Coordinator

CSO summer gathering went well, thanks to those that came in attendance. We will have more meet ups during the year for cross partnerships and collaborations.

For Fall Special Elections, need to work in the elections calendar making sure it is alignment with constitution and bylaws and updating the application. I am free Thursday after 1130am to work on application. Who is available to meet with me. School starts on Monday... So we should have it available on Monday...

Reminder to take down past pictures of ASUHWO in all classrooms

Fall Club Rush on Sept 7 and Sept 8, 2 days. Still settling time. Consider how you want to participate.

Have a great first week of classes... Make sure you get your own classes sorted through before anything else. You are students first.

This can be an exciting, purposeful, intentional, productive and meaningful year, only if you want it and put in the time.

Look forward to the year ahead with all of you.

5. Standing Committee Reports

a. Budget and Finance

No New Reports.

b. Activities

I think Punua Days went well. I am a little worried about Welcome Week because I would also like to be out there for more than two days, but I myself cannot be out there on days other than Monday and Tuesday. I need everyone to fill out the Doodle Poll and confirm during which times they can table so that we are sure to be covered on both days. All Welcome Back goodie bags have been assembled and are in the office to be taken out on those days. Also, we are considering doing Hena, but only if more senate members are able to help. Therefore, we feel it would not be a conflict of interest if everyone took home a Hena cone to practice. Lastly, we do not think there is a need for an Activities Committee meeting as everything has been planned.

c. Legislative



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No New Reports.

6. Senators Report

a. Sophomore Class

While working at Punua Days, I came into contact with many sophomores and also through working with the Piko Project, I've been working with many returning Pathway students who are sophomores. I've learned that many of these students want to become more involved on campus, but I feel that there are not enough programs for them to get involved on campus. There is a new scholarship being offered exclusively for sophomores, which is somewhat like a leadership program, so I feel that this will help encourage more sophomores to get involved, but this means that there will be a need for more sophomore led programs on campus. I am going to look into what we can do to create a program where sophomores mentor freshman, different from Pueo Leaders, as they will be students who have just completed their first year of college.

Also, I will not be using wood to make the life-size Connect 4, therefore, a bill will not need to be written as no new building material will be needed. Instead, I will be using a more sturdy cardboard. This will not be ready for Welcome Week but it may be ready for Club Rush.

I spoke with Ryan Perreira and committee meetings will not be starting until school begins and they will take place on the first Friday of every month. He'd like one senate member and one non-senate member to sit on each of the campus committees.

Lastly, I am considering the Caucus Representative position and possibly resigning from my position as Sophomore Class senator. By doing this, I feel that it would relieve the stress of finding someone to attend Caucus meetings as we will at least have one representative. Therefore, I will be attending the first caucus meeting with Isaiah to get a feel for the position and what the job entails.

b. Education Division

I attended another ESSA meeting. Hopefully, we can set up an ESSA meeting with Darrel Gerriera. I am considering focusing one of my initiatives on finding out more about the confusion regarding whether or not secondary education students need to take Praxis II to acquire state licensure. According to UHWO professors, students do need to take Praxis II to acquire state licensure. According to the state, they do not. I'd like to determine which is true and if Praxis II is just going to be considered an UHWO requirement.

7. Campus Committee Report

a. Communications Committee

No New Reports.



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- b. Transportation Committee
No New Reports.
- c. Technology Committee
No New Reports.
- d. Health Committee
No New Reports.
- e. Strategic Planning Committee
No New Reports.
- f. Chancellor's Search Committee
No New Reports due to confidentiality.

Unfinished Business

1. Punua Days Recap
Thank you to everyone for your support, no matter what role you played, it was a great event. ASUHWO received a lot of likes and new followers on Instagram and the event just helped to create great traffic flow.
2. Welcome Week Involvement
We will be passing out goodie bags and possibly doing Hena while tabling on Monday and Tuesday. Christie will be sending out a Doodle Poll to find out when everyone is available, if you are available. If you are in another club or are a part of another organization, please make sure to designate at least an hour of your time to ASUHWO. Your hours of involvement during Welcome Week will count as your office hours for the week.
3. Office Hours
Each senate member is required to serve at least 4 office hours, which need to be logged in the Office Hours binder, located in the office. Logging office hours last year was very chaotic, therefore, for this senate, we've decided that everyone will have their own sheet to log their hours. Also, you will need to include what it is you worked on during your office hours. Personal work is allowed during office hours but our goal is to use those hours to do ASUHWO related work, such as senator initiatives. This will give us an idea of how our office hours are being used; are they beneficial to helping constituents, are we seeing constituents, or are we really just working on our own things. If we do not have many constituents coming in to meet with us, then we may need to reevaluate our space, as there are three other CCBS who do not have a space. Therefore, if we are not using our space for the right things, then maybe it is appropriate that we also extend them that courtesy.



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New Business

1. Swear in Ceremony

ASUHWO has a swear-in ceremony; we briefly went over what this entails during our overnight training. The entire senate is sworn-in to their positions and is required to take an oath. It would be ideal to have a swear-in during Club Rush but we still need to contact different faculty members and continue to work on this. We are hoping to contact Chancellor Doris Ching and VCSA Judy Oliveira to facilitate the swearing-in of the senate. The purpose of holding the ceremony during Club Rush is so that students will be able to witness and learn who their student representatives are.

2. Fall Special Elections

We propose that everyone come in to meet with Isaiah and Rouel on Thursday, around 11:30am, and help out where they can. If you are unable to attend this meeting, that is fine. But we will need at least two to three people present to help clean the office and go around campus to update our signage. For our headshot signage, we will need your basic information: your full name, your major, and possibly your hobbies. Rouel and Isaiah are hoping to finalize a timeline for the Fall Special Elections so that we may begin advertising and passing out applications during Welcome Week festivities.

3. Club Rush

The Activities Committee will need to hold a meeting to discuss our involvement within Club Rush. We are hoping to have a meeting some time next week; if you are able to attend, even if you are not on the committee and would just like to help out, that would be great.

4. ALA Aloha Girls State

I did not offer UHWO to Girls State, but they asked if we'd be interested in co-sponsoring again. By co-sponsoring, this means that we will host the event on UHWO campus or provide support, whatever it is we'd like to offer. I'd like to bring this to the senate and allow us as a consolidated whole to decide whether or not we'd like to participate in ALA Aloha Girls State this year. The event will take place from June 5th till June 9th.

Isaiah: I am personally fine with co-sponsoring an ALA Aloha Girls State event as long as there is a chairperson for this project. Also, I'd like an Aloha Girls State representative to attend one of our general meetings

5. Updating Classroom Signage

Haylie: I'd like to mention that there is a form that we can fill out and turn into Melissa in order to have her print our headshots to post in all of our classrooms. Ideally, we'd like to have our pictures posted by the first day of school. What we may need to do is post pictures that have been printed on regular paper and later replace these with those printed by Melissa.

Isaiah: I was hoping to come in to school on Thursday or on another day that everyone is available, before Monday, as we will need everyone's help with taking down old



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senate signage in classrooms and putting up our new signs. What we will definitely do is post our pictures that have been printed on regular paper and hopefully we can replace these in a few weeks with those printed by Melissa. We'll need our information and our biographies ready, which I was hoping to put together on Thursday.

Announcements and Open Forum

Meeting Adjournment at 3:58pm

Motioned by: Haylie Culp

Seconded by: Lehua Gould



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Voting Record

General Meeting 17-002, Approval of Agenda and Minutes: To Approve Agenda with Amendments for GM 17-003				
Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Lehua Gould	X			N/A
Christielove Espinosa	X			N/A
Lydia Haff	X			N/A

General Meeting 17-002, Approval of Agenda and Minutes: To Approve Minutes for GM 17-002				
Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Lehua Gould	X			N/A
Christielove Espinosa	X			N/A
Lydia Haff	X			N/A