



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

ASUHWO General Senate Meeting 17-005 called to order at 3:03pm on September 20, 2016 in room D-104.

## **Members Present**

President Isaiah Baclaan  
Vice President Haylie Culp  
Secretary Lehua Gould  
Treasurer Elizabeth Gustafson  
Sophomore Class Senator Christielove Espinosa  
Education Senator Lydia Haff  
S.L Coordinator Rouel Velasco

## **Members Not Present**

Distance Learning Senator Shermila Sioson – excused

## **Guests**

Adryana Sherron DeAngelo  
Brian Watson  
Kyle Micha Nadres  
Joyleanne Santos  
Selina Blackwell

## **Quorum**

Yes

## **Open Guests Forum**

Brian Watson: I am running for the Social Sciences Senator position. My major is political science and I am here to attend this general meeting.

Kyle Micha Nadres: I am running for Business Senator. My major is Business Management and I am here because I would like to be active within our school.

Adryana Sherron DeAngelo: I am running for Freshman Class Senator and I am here to observe the process of a general senate meeting.

Joyleanne Santos: I am hoping to be appointed today as a Caucus Ambassador. I am going for my Health Administration Certificate and I am here to observe this senate meeting.

Selina Blackwell (via FaceTime from Maui CC): I live on Maui. I've served as a Student Caucus Delegate from 2003 – 2005 and it has been a while since I've been involved at the university, but I have been an ongoing student and I wanted to get involved again to see how far we've come. I know that UHWO has had a lot of changes and new program and procedure implementations and I wanted to see what everyone is up to and reconnect now that I spend a lot of time in the community, serving in other capacities in



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

non-profit and public sectors. With that being said, I saw that there was a position available and I really enjoyed my time serving with ASKCC. I am getting my Bachelor's in Social Science and a Substance Abuse and Addiction Counseling Certificate.

## Reading of Minutes

**Motion: to approve the minutes for General Meeting 17-004**

**Motion by: Elizabeth Gustafson**

**Seconded by: Lehua Gould**

**Vote: Unanimous**

## Reading of Agenda

**Motion: to approve the agenda for General Meeting 17-005**

**Motion by: Lehua Gould**

**Seconded by: Elizabeth Gustafson**

**Vote: Unanimous**

## Internal Reports

### 1. President

I was finally able to meet with Judy and we discussed different things going on around campus such as the Chancellor's Search Committee and the concerns we had regarding our UHWO nurse and the Health Committee Meeting. Judy expressed to me that the committee meeting did not follow protocol and should not have been voting on the budget during this meeting. She ensures that they will work on transparency and abiding by Sunshine Law. In regards to that, she agreed that instead of posting meeting dates on our ASUHWO website, it would be more effective to include this information within an email blast such as our Weekly happenings email. She will be joining us at about 4:00pm to further discuss this and address other concerns.

I have met with all of our remaining Special Elections candidates and I am glad that some were able to join us this afternoon. We've discussed, in our one-on-one orientations, their differing responsibilities as a divisions senator and class senator and hopefully they were able to internalize that new information and I've expressed to them that they can contact any one of us if they have any questions.

### 2. Vice President

I am working on putting together senate training for October. We are still trying to select a date and time that will be most appropriate for everyone. The first half of the day will be dedicated to training new ASUHWO members and the second half of the day would be for the entire senate, working on advocacy and other skills. I understand this was our goal over the summer and I've met with Rouel and we've agreed that we really haven't followed up on that. Therefore, senate training should be an ongoing event in order to teach senate members the definition of true advocacy work and we as a senate incorporate that. That will be the theme of both of those meetings and soon I will send out a Doodle Poll inquiring for everyone's schedule; I will email all new and current senate members, regardless of who is voted in to these positions. I'd like to have these details ironed out before I start contacting speakers to attend our training.



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

We need to make sure that at least one more senate member is attending Fall Fest meetings on Wednesdays and the Legislative Committee will be meeting next week at 4:00p.m.

## 3. Secretary

No New Reports

## 4. Treasurer

I have emailed Kay Nagata, she works in the Business and Finance office, and she will be providing us with our current ASUHW O account balance as we've been able to finalize the number of students at UHWO and taken that enrollment number by the fee each student pays. I am also currently working on a purchase order.

## 5. Advisors

### a. Student Life Coordinator

I will be following up with things that have been passed at the last minute such as the Pizza Senate Act. Thank you to Treasurer Gustafson for submitting all of the necessary paper work, as I will now be focusing on the details of this Senate Act. We are now waiting for the word from the Business office for the go ahead so that we can order the Pizza for the elections for next week.

Also, just a reminder, we did identify as a senate, during the summer, some areas in which the senate would like to work in terms of advocacy efforts. Those concerns that we mentioned were really key things in regards to the core of student experience here at the university. With that being said, you folks should really address making a commitment to see these ideas through, even if all we are able to do is begin the advocacy process. We don't want to forget about these things but rather work to alleviate or remedy some of these issues.

Lastly, in regards to following through, one of your largest responsibilities is your senator initiatives. You'll need to include updates of your initiatives within your senator report. "No report" is not acceptable when we ask for your report. All senators should be working on an initiative. If you do not have a report, I'll need to have a serious conversation with you to investigate the ways in which you are using your time in the office. Office hours are to be dedicated to working on student government initiatives. With that being said, I am looking forward to hearing your individual reports.

## 6. Standing Committee Reports

### a. Budget and Finance

As Rouel has mentioned, all paperwork for the Pizza Act has gone through to Kelly.

### b. Activities

We will be meeting next Tuesday, September 27<sup>th</sup>, to discuss future activities



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

concerning the Senate. Treasurer Gustafson will be presenting a very exciting event to the senate later on in the agenda and we will be discussing the details of this event in our next meeting.

c. Legislative

We've called a meeting for next week Tuesday, September 27, 2016, at 4:00p.m. to follow the activities committee meeting, to discuss the bills and resolutions that were recently sent out to the senate.

7. Ad Hoc Committee Reports

- a. I still need to follow up with Jean and Judy regarding this issue; therefore I will be following up on that. Lehua and Lydia will be serving on the committee to further investigate this concern. If we later take on an advocacy role, Lehua and Lydia will step down as this may present a conflict of interest and Haylie and Elizabeth will serve on this committee.

8. Senators Report

- a. Distance Learning Division Senator

Aloha everyone,

Will not be able to attend the meeting again due to work schedule. Please see attachment below for my schedule. :( Already submitted my request off on Tuesdays but still not guarantee.

**Here's the latest update I have for the meeting:**

Daniel and I finally had a conversation yesterday, and pretty talked about his experiences. He also gave me suggestions on how to communicate with distance students as it is really challenging. I shared with him my initiative and he thought that it is a good idea.

Initiative: Create a special tab in Laulima for Distance Students. Once the semester starts, the new and continuing students will automatically have this tab in their Laulima profile. It is a way to communicate with all distance students enrolled in UHWO across the entire island. This will also give some few updates on what's going on at UHWO so that they will not feel left out. I am willing to work with the Technology committee about this matter if needed.

In addition, since we do not have any liaison yet in UHMC, I will contact their distance learning department if I can volunteer to serve as a representative or spokesperson when they have career fair or transfer fair and encourage students to enroll to UHWO.



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

I am still looking on keep the Distance Learning Club. The only thing about this is I need to find new officers who are interested in continuing the club. For the meantime, I will update our Facebook account and use that as one form of communication to the students.

## **My concerns:**

I need to find a way to contact the person who's in charge with distance learning program at UHWO so I can ask her some information on who are the liaisons that I need to reach out from other islands.

Is there any way I can send a mass email to distance students that this position exists so that they can contact me?

For the CPR training, is there any way I can coordinate one as well for the distance students here on Maui? That will be an interesting way to get them involve.

Please let me know your expectations from me.

Please provide me the contact information of all ASUHW O members.

## **Agenda questions:**

Would love to participate the swear-in ceremony. Is there any way you can give me a heads up so I can fly to Oahu and submit my request off? I don't mind if I have to pay for my own trip. I want to meet the members of the committee so I am not puzzled on who are the people I am working with.

For the Fall Special Elections, is there any way we can get the distance students involve on this one and give them the chance to vote?

For the other agendas, please let me know if I can help you guys with anything.

## **Proxy:**

I chose Haylie as my proxy.

Please let me know if you have any questions.

## **b. Sophomore Class Senator**

I've heard concerns from a handful of sophomores regarding PAL tutors. They enjoy working with these tutors but they are not always available outside of their office hours. Dr. Esther Widiashi has informed me that funding for PAL tutors will run out within the next two years. I am unsure of the full truth behind the matter; therefore, I'd like to sit on the No'eau Center Funding Ad Hoc Committee to further investigate this issue and to see if there is a way to provide funding for in-class tutors as well.

Also, I am not completely sure of the type of initiative I'd like to pursue this semester. I will be relooking at the condom lollipop bill as I would like to do the same type of event for next semester, but as for this semester, I would like to move forward with the life size *Connect Four* game. I will be further investigating



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

the costs related to this project and will later determine whether I will be able to build this myself or if I will need to ask for outside assistance.

c. Education Division Senator

In my report last meeting, I mentioned that I was working towards setting up panel discussions with the education division faculty. Some students really liked the idea but others were concerned that they still would not receive any type of answers from this panel. Therefore, I suggested that I would gather testimonials from students who have been put in a bad situation and present that privately to the department head; I'll be asking Haylie for advice regarding this initiative. I will begin having constituency meetings to gather testimonials and we are still planning on having a discussion panel.

I've also spoken to HSTA regarding the issue that multiple students are forced to delay their graduation dates due to various reasons and I was told that if this happens to any more NEA members, we need to make HSTA aware.

NEA is the National Educators Association, the teachers union who works to protect teacher's rights. HSTA is the state division of the NEA, protecting both teachers and students.

9. Campus Committee Report

a. Communications Committee  
No New Reports.

b. Transportation Committee  
Will be meeting this Friday, September 23, 2016.

c. Technology Committee  
Will be meeting this Friday, September 23, 2016.

d. Health Committee  
Will be meeting this Friday, September 23, 2016. Aloha has approved the minutes.

e. Strategic Planning Committee  
Haylie: There will be a meeting this upcoming Wednesday, from 1:00p.m. – 2:00p.m. in D-104, that Elizabeth and I will not be able to attend as it is during our class time. But Sheril said she'd meet with us afterwards to discuss what went on during the meeting.

f. Chancellor's Search Committee  
Thank you to all senate members who attended the personal interviews with each candidate. We will be meeting next week Wednesday, September 28, 2016, to finalize the consolidation of all comments and opinions given to us in regards



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

to each candidate. I've sent an email to the senate asking to provide input if you were able to attend the personal interviews.

We may want to compile all of these notes from our meetings and publish this information on our website so it is accessible to all students.

## **Point of Personal Privilege Request:**

Chancellor Interview Discussion

## **Resuming of Meeting @ 3:47p.m.**

### **Unfinished Business**

#### 1. Swear in Ceremony/Town Hall

Currently, we have six candidates running for senate positions and I have received all of their schedules, therefore, we can finally decide on a date and time to hold the Swear in Ceremony/Town Hall.

The Swear in Ceremony/Town Hall will be held on Wednesday, October 12, 2016, from 9:00a.m. – 12:30p.m. in the UHWO courtyard.

#### 2. Fall Special Elections

We are currently within the campaigning period of our Fall Special Elections. All details regarding our elections event have been ironed out and taken care of. Voting booths will be picked up on Friday and the monies for pizza have been approved. We have also received the "I Voted" stickers. iPads will be borrowed from the No'eau Center. As pizzas will not be delivered until 10:30a.m, we will begin setting up at 10:00a.m, start the event at 10:30a.m, and continue on until 1:00p.m.

Rouel: I have been working with Therese, she is our new IT person and voting ballots will look different from previous elections. Each student will be getting a separate email with a link to vote, as opposed to voting through a MyUH tab. This email we be sent once, therefore, students need to make sure to look for this email.

#### 3. ALA Aloha Girls State

I've created a resolution that will need to be reviewed by the Executive Board Committee and later assigned to a standing committee. There will be an ALA Aloha Girls State meeting on Sunday, from 3:00p.m – 5:00p.m, down town at American Legion Headquarters. If any of you are interested in volunteering for ALA Aloha Girls State, please feel free to attend.

#### 4. Meeting with Chancellor Candidates

No further discussion needed.

#### 5. Appointment for Caucus Rep



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

According to our By-laws, after the President makes the nomination, in our next General Meeting, any voting senate member may move to accept the President's nomination. In accordance with the ASUHW O Constitution, an approval of the motion is required with a two-thirds quorum vote.

**Motion: to approve Joyleanne Santos as ASUHW O Caucus Ambassador**

**Motioned By: Lehua Gould**

**Seconded By: Haylie Culp**

**Vote: Unanimous**

**Yeas(s):** [5] Vice President Culp, Treasurer Gustafson, Secretary Gould, Senator Espinosa, Haff, and Sioson.

**Nay(s):** [0]

**Abstain(s):** [0]

## New Business

### 1. R U OK?

R U OK is a campaign that was run while I was in Australia and it is similar to activities we've done during our Health and Wellness fairs. What we'll do is walk around and ask students R U OK. It also acts as an event for suicide prevention. As I've mentioned, this event does originate from Australia so I've order stickers that only ship to Australia, therefore, I am having them shipped to my Australian friend and she will send them to me. I will be covering all costs, as this is my donation; this is something I really wanted to do together as a senate. The shirts are yellow with a bright, R U OK? on it, but I figured that we could make these ourselves by having everyone bring in a yellow shirt and printing out the R U OK? sign and taping it to our shirts for the day. Tentatively, I've identified Wednesday, October 12<sup>th</sup> as the date for this event as Wednesdays and Thursdays seem to have the most senate members available and the campus is already running its Monthly Munchies event.

There will be training to prep volunteers for this event. I will be meeting with Dr. Taketa tomorrow to discuss an appropriate time for him to come and speak with the senate. This training is to inform volunteers of how to respond if someone says they are not okay.

### 2. Application for Caucus Rep

I will be forwarding Selina Blackwell's application and resume to the senate to allow you folks to gain more information about her. As President, I nominate Selina Blackwell as Caucus Representative. She will be up for approval in our next General Meeting.

### 3. Island Liasons

Shermila mentioned that it is really difficult to get in touch with people, therefore, if our goal is to have a Distance Learning Senator, how will she be able to effectively advocate for students residing on other islands? How can they be represented? How can they get in contact with students around them? She mentions creating a Laulima project's tab,



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

which is a great idea, but it is still difficult to get students from other islands involved. Therefore, would we like to look into having liaisons for each of the islands rather than one Distance Learning Senator? Or having these liaisons support one Distance Learning Senator? As a senate, we do hold the power to create other senate positions. These positions do not need to be as restricting as senator positions, therefore this is a discussion we can continue having in order to assist our Distance Learning Senator.

We will form another AD HOC Committee for Island Liaisons. Haylie and Elizabeth will serve on this committee.

#### 4. Fall Fest

The first Fall Fest meeting will be held tomorrow, from 2:00p.m until approximately 3:30p.m, in E-228. Haylie and Christielove will be attending this meeting. Possible activities we could hold for Fall Fest could be a “Meet Your Senators” activity or an activity using our finished *Connect Four* game.

### **Announcements and Open Forum**

Chancellor Oliveira: Thank you for having me today. I just wanted to check in with you folks and make sure to open the communication lines between administration and the ASUHWO senators. With that being said, I am here today to address questions that Isaiah brought to me regarding the Student Health Fee and the UHWO Nurse. The Student Health Fee is one of seven fees that students pay. The Health Committee oversees this fee and the allocation of its monies and offers two student seats; ASUHWO student government holds one seat and another informed ASUHWO student holds the second seat. The committee is co-chaired by Ryan Perreira and Lehuanani Akau, who is currently our UHWO nurse. These committee meetings will need to be made public as to abide by Sunshine Law and therefore will be posted on the Student Life Website.

Written into the Student Health Fee, as well as the Transportation and Technology Fees, are employee salaries. As the nursing position is classified as a civil service position, there are specific regulations we must follow. Based on that classification, an SR-24 is given to us by our union for all civil service nursing positions, which assigns a position salary based on the size of our student population and the amount of campus needs.

As of current, Lehua is a casual hire and does not receive a salary such as the ones in the schedule or any benefits, instead she is paid on an hourly basis, which is why she is not in her office at all times of the day. For these reasons, within this legislative session, as I've told Isaiah, the university is trying to ask for a nursing position from the legislature so that our nurse's salary will come straight from the legislature and not from student fees. But student fees have been set up to create enough funds to “buy” a nurse, in addition to creating a wellness center where students can get their MMR and TB shots; we will be offering the Hepatitis A shots tomorrow at our E Ola Kākou event. The fee was also created to fund programming. With that being said, those are the reasons as to why all of these costs are included in the Health budget.

Lehuanani Akau: I have been in the UH system for nine years. I've worked at LCC, WCC, I am



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

currently faculty at UH Hilo and I've been there for four years teaching seniors who are about to graduate in the clinical setting. Lastly, I've been here at UHWO for about a year. My nursing background ranges from long-term care geriatrics, I've been in the OR as the charge nurse, and cardiac is my specialty as far as my Masters degree. I am currently studying to take my family nurse practitioners boards and I am in my junior year of my doctorates program. I bring many years of experience to UHWO and as Judy mentioned, part of my job here is to travel throughout campus and assess student needs. I understand that the concern is in regards to why am I not here everyday on campus. My contract requires me to be on campus between 10-30 hours a week but I feel that it is unethical for me to be on campus if there is no work to be done. Therefore, I have assessed student needs and understand that for events that may hold liability issues, I am here on campus. But if I am not in demand, I do not want to sit in my office and use up student monies. I also hold two other jobs, which offer me benefits that UHWO, at this time, cannot. Therefore, I need to make sure to fulfill those other obligations in order to care for my family.

Haylie: How are we letting students know that you are not on campus? What is the process when you're not here?

Lehuanani Akau: We do have an emergency response team consisting of Gary Rivers, Ryan Perreira, Jim Cromwell, and Irene Toyama. They are all CPR and First Aid certified and competent to act in case of emergency. We've sent this information over to Leslie; I am not sure how she's disseminated this information to students. But we do have flyers on the office door with this revised information.

Lehua: Will the building of dorms increase the Student Health Fee?

Chancellor Oliveira: No, not unless an increase is drastically needed and this is brought to the Board of Regents.

Lehuanani Akau: I'd like to share the way in which Jean explained the budget to me. We've placed all of these expenses in the budget and padded it so that when it is taken to the legislature they'll say hey that is a lot of money going to personnel. We were asking for a G-funded number, which comes from special funding from the government or state so that the nurse's pay does not come out of the student fees. So when we did the budget we made the salary based on the schedule with the intent that the legislature would approve a position that they will fund.

Haylie: How do we provide this information to students who are interested in serving on these committees and who will be allowed to vote on these budgets?

Chancellor Oliveira: We are still learning the proper way in which to operate these committees and hopefully Kelly Fugino will be able to provide us all with the proper training to make sure that all parties are making informed decisions. With that being said, we are still learning how to communicate together and will be working to create a better process.



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

Isaiah: We greatly appreciate you folks coming to speak to us and address some of our questions. We are very excited to continue working together with transparency.

**Meeting Adjournment at 4:26pm**

**Motioned by: Lehua Gould**

**Seconded by: Haylie Culp**



# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

## Voting Record

Voting Record for General Meeting 17-005, Approval of Agenda and Minutes: To Approve Agenda for GM 17-005				
Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Elizabeth Gustafson	X			N/A
Lehua Gould	X			N/A
Christielove Espinosa	X			N/A
Lydia Haff	X			N/A
Shermila Sioson	X			Yes

Voting Record for General Meeting 17-005, Approval of Agenda and Minutes: To Approve Minutes for GM 17-004				
Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Elizabeth Gustafson	X			N/A
Lehua Gould	X			N/A
Christielove Espinosa	X			N/A
Lydia Haff	X			N/A
Shermila Sioson	X			Yes

Voting Record for General Meeting 17-005, New Business: To Approve Joyleanne Santos as Caucus Representative				
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# The Associated Students of the University of Hawai'i – West O'ahu 5<sup>th</sup> Senate of Kapolei

Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Elizabeth Gustafson	X			N/A
Lehua Gould	X			N/A
Christielove Espinosa	X			N/A
Lydia Haff	X			N/A
Shermila Sioson	X			N/A