



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

ASUHWO General Senate Meeting 17-016 called to order at 3:38pm on March 23th, 2017 in room E-228.

## **Members Present**

Vice President Haylie Culp  
Treasurer Elizabeth Gustafson  
Junior Class Senator Kyle Nadres  
Public Administration Division Senator Isabella Pineda  
S.L Coordinator Rouel Velasco

## **Members Not Present**

President Isaiah Baclaan – excused  
Secretary Lehua Gould – excused  
Distance Learning Senator Shermila Sioson – excused  
Sophomore Class Senator Christielove Espinosa – excused  
Freshman Class Senator Adryana DeAngleo – excused  
Business Administration Division Senator Gabe Geronimo – unexcused  
Social Sciences Division Senator Brian Watson – unexcused  
Education Senator Lydia Haff – unexcused

## **Guests**

Adrian  
Keahi

## **Quorum**

Yes

## **Open Forum Guests**

Adrian: I am a writer for the Hoot.

Keahi: I am an education major and I am in the fourth and final block of the education program here at UHWO.

## **Reading of Agenda**

**Motion: to approve the agenda for General Meeting 17-016**

**Motion by: Isabella Pineda**

**Seconded by: Kyle Nadres**

**Resolved: Agenda for Meeting 17-016 approved with the following amendments**

- **Add LRDP to 6.10 Campus Committees Reports**
- **Add 7.2 “BOR Breakfast”**
- **Strike 8.4 “Pueo Awards”**

**Vote: Unanimous**

## **Internal Reports**

### 1. President

I sent in person testimony for both the House and Senate versions of the Hawaii Promise Program. Both bills have passed. I testified on the merits of HB 1594 in person and online and rose in support for the Senate version of SB 1162 since the Chair told the audience that he would be passing all of the bills before anyone testified.



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We need to add LRDP to the committee list. I may have not added it to the agenda when I sent it out. We will also need to add Pueo Awards Nominees.

## 2. Vice President

Today we had our Town Hall outside and our senate addressed many of the people that came by. We had a pretty good turn out; not many people sat to listen but during passing times we had a lot of people stop and share concerns and interests. I feel that overall, this was one of our more successful town halls. In the future, I think there is a lot more that we can do to be proactive but with as many senate members that have been on campus and have been able to contribute, it was a very good turn out.

I have also been in touch with several of the senate members who are not in compliance. We have followed up with them through email so that they are aware that they are out of regulation with our By Laws and our Constitution so we will be looking into the parameters for that and how do we create an SOP that allows for us to employ best practice for either removing or reminding senators of what is expected of them.

## 3. Secretary

In my absence during our last meeting, Isabella generously volunteered to record the meeting for me but unfortunately; she was not able to send me those recordings until yesterday. With that said, we do not have a completed minutes for this meeting. Instead, we will vote to approve two sets of minutes at our next meeting.

## 4. Treasurer

I tried to meet with Kevin Ishida but he was not available to meet on the date we had scheduled, so we cancelled our meeting. Therefore, we are looking to set another meeting time within the next two weeks. Once that time is finalized, I will inform the senate. However, I did meet with Kelly today and we determined that \$9000 was collected from student fees this past year so it pushed our account balance to \$38,547. After accounting for our Caucus Ambassador travel expenses, office supplies, and supplies for different events, we now have \$33,403 in our account. With our upcoming bills, we have been approved for our Pizza Bill, Town Hall Bill, Guess Who Initiative Bill, and our SWAG order. For the SWAG order, we estimated a cost of \$2,500 because we are not entirely sure of the final cost of all items, but any remaining money will be transferred back into the ASUHWO account. Therefore, the next time we meet, I will have a new account balance to report. Lastly, my next meeting with Kelly is scheduled for May 5th at 2:00pm.

## 5. Advisors

### a. Student Life Coordinator

I sent out an email to everyone containing the Integrated Academic and Facilities Plan, which is a UH-System strategic plan determined by the BOR. This plan communicates their vision for the UH-System while providing more unique visions for each of the four-year universities and the community colleges as a whole. I encourage you folks to take a look at this as it does have some implications of how the BOR view our campus as well as the other campus. There is a document that has been floating around and they are receiving comments by April 7th and I hope that you folks do submit comments and take a look at what they've laid out.

I also sent an email to our CSO and RISO student leaders regarding the Student Service Leadership and Distinction Award, encouraging graduating seniors to apply. This is also



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the same day that we want to have ASUHWOW put out their awards as well so please have your awards ready by this date and your processes in place so that you folks can be a part of that process to award your nominated students.

During the last month, the CSB had a successful turnout at the uLead Seminar. We had about 20 or more students attend the seminar and when asked how they had heard about the event, they expressed that they learned of the event through email, which was a surprise. The CSB is looking for others to continue evolving the program. This is the first time that all of our presenters were from the local community.

Next, everything should be in line for elections week in April. I have been in touch with Terese who will be putting together the elections link where students will receive an email with a link that will direct them to where to vote. She will continue working on this so that elections will run smoothly, beginning on April 3rd.

Lastly, we will be wrapping up the semester with the following events: West Fest will be on April 5th. On April 13<sup>th</sup>, we will be having West Sesh where the students can decorate their graduation caps or learn to make graduation leis. On this day, there will also be an event called the Pau Hana Pueo Leadership Program, from 3:00pm – 7:00pm, which will target first year students but is open to all to enjoy an end-of-the-semester celebration. Following that, there will be an Earth Day event on Tuesday, April 18th. On this same day, there will also be a screening of the film "Island Earth" in C-225 at 6:00pm. Pueo Awards will take place on April 26<sup>th</sup> therefore; we will need ASUHWOW's nominations by April 20th so that we can send out formal invitations for the event. The event will be open to the entire campus community and the honorees will be allowed to bring a plus one.

## 6. Standing Committee Reports

### a. Budget and Finance

I'd like to make sure that everyone understands that if you are working on an initiative that requires a bill, your bill needs to first pass through the Budget and Finance Committee for first reading before you bring the bill to the senate. This is so that we are not taking time during our general meeting to revise bills. We'd like to use our time effectively and utilize the committees to their full extent.

### b. Activities

Today's Town Hall went well and thank you to all those who contributed to the action plan. We will be using Adryana's initiative for West Fest but she will not be here on that day, therefore, we will need someone to run the event for her.

### c. Legislative

Our goal is to create an SOP binder by the end of the semester.

## 7. Ad Hoc Committees

### a. Elections Committee

Isaiah and Elizabeth will be on campus for our elections event on April 4th at 10:00am to receive the Pizza's that should arrive at 10:30am.

### b. Transition Committee



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Transitioning worksheets were sent out a while back and we will need those as soon as possible, by at the latest, by May 1st. We will be creating a transitioning workshop but we are still determining what that will look like because we want to make sure that the new, incoming senate has the tools and information to be successful.

## 8. Senators Report

### a. Distance Learning Division Senator

I met with Sunny regarding my visual learning initiative and it was suggested that I revise a bit so that UHWO would be responsible for providing or purchasing the visual learning resources for professors or make it available to them. It is my understanding that professors pay for their own tools for the students. In this case, professors will have the visual resources that students need and be consistent at some point.

Also, last week, I conducted my town hall meeting in both Kahului and Lahaina and unfortunately, no one attended. I believe this will be a major concern for the next distance senator and I am willing to meet and talk to him or her regarding the transition. Lastly, I have not made much progress over the last few weeks as I am allotting most of my time for my capstone.

### b. Junior Class Senator

I am currently working with Lo'ea and Chrisitlove and we are creating a workshop for April 10th entitled, "Get A Life" and this workshop will target sophomores who are transitioning into juniors. This workshop will help to guide undecided students towards different career paths that may be a good fit for them and will take place from 3:30pm - 4:30pm in B-233. Secondly, we are organizing a series of seminars that will target junior transfers. Professor Dinh will be presenting on the Business Administration degree. He will share information regarding the department's professors, classes, and concentrations. I also reached out to Dr. Guo and she will be discussion the Public Administration Degree and Professor Case will discuss the Humanities Degree. I also contacted a few other professors to determine whether or not they'd be willing to give a presentation. These seminars will take place on April 11, 12, 13, 17, and 18. I am still working with the 'Ulu'Ulu to reserve a room for these seminars.

For this initiative, I will need additional help with promoting the event.

### c. Sophomore Class Senator

No Report Provided.

### d. Freshman Class Senator

I am currently still working on my initiative. I am still waiting for the money to come through for my bill so I can prepare everything because I will be off island on the 5th of April. I'm going to put everything together as far as pictures, prizes and contact information cards so that all the senate would have to do at West Fest is assist with students playing the game. If my absence is an issue let me know and I can figure out new dates.

### e. Business Administration Division Senator

No Report Provided.



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- f. Public Administration Division Senator  
Firstly, I plan on being available at West Fest all day. Secondly, in our last meeting, I mentioned my failure to connect with Dr. Guo but I am glad to hear that she is assisting ASUHWO in other ways. Regarding my idea to do something SERT related for spring break, I had made contact with Dr. Levi but he said that this type of event takes a year to plan so I will be looking into creating an action plan to execute this type of event and hopefully the next PUBA senator will be able to further develop the plan.
- g. Social Sciences Division Senator  
No Report Provided.
- h. Education Division Senator  
No Report Provided.
9. Caucus Ambassador  
Caucus has paid to allow all UH students to attend the Career Expo for free with a UH ID, or prior printed ticket. Please inform your students about this great opportunity. I forgot to mention this at our last meeting. All UH students should have gotten an email via [announce@hawaii.edu](mailto:announce@hawaii.edu).
- Also I was wrong, Manoa's faculty senate did not support a resolution in opposition to President Lassner's dual positions, rather they did a straw vote to gauge what their faculty senate felt with the majority preferring an interim chancellor that was chosen from the faculty of UH Manoa, I will be forwarding this email from the Chair of Caucus to add clarification.
- Kyle and I will be attending the next Caucus meeting in Big Island. He will be flying in on a Friday, and I will be Flying in on a Saturday as it is a two day event, and I cannot attend the Friday event due to work. I will go over with him, prior to the meeting, about the minutes and the rules/nuances of caucus.
10. Campus Committee Report
- a. Communications Committee  
No New Report.
  - b. Transportation Committee  
No New Report.
  - c. Technology Committee  
No New Report.
  - d. Health Committee  
No New Report.
  - e. Strategic Planning Committee  
The committee is currently trying to prepare a strategic plan report that can be given to the LRDP committee because they are now trying to see how they will work together to create a future outlook for UHWO. They have sent out a final report regarding what we



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have achieved through our strategic plan, what the committee has been working on, and who is involved in working on the plan. I will forward this report to the senate. The committee will also need to know of the senate member who will serve on this committee by April 1st. Kyle has volunteered to serve on this committee and Isaiah will send an official, confirmation email to the committee.

f. **Senior Staff Meetings**

Within one of our first meetings, we discussed the possibility of having graduation at the Hawaii Convention Center, but this will not happen this year. They discussed possible parking and other detail. But it has been decided that graduation for this year will be held on May 6th on campus. Only three parking passes will be provided per graduate and they will not be given out until the week of April 26th - May 3rd and after this date, if students do not pick up parking passes, they will be given out to other students. If drivers arrive without a parking pass, they will be turned away and there will not be a drop of location.

We would like Kyle to bring to the committee the possibility of utilizing shuttles, possibly implementing a shuttle charge, or getting rid of the no-drop-off rule.

g. **Campus Compliance Committee**

This meeting is tomorrow and I believe Lehua will be in attendance.

h. **LRDP**

Discussed lands that can be utilized by UHWO. Talked about facilities and the time layout for the development of UHWO.

## **Unfinished Business**

1. **Town Hall**

We had a successful Town Hall today; We spoke with a lot of students and most of them expressed that they do read their emails but they wanted a consolidated place to find information. Therefore, I suggested that they look at the bulletin boards but one student's concern was that the boards are small and very cluttered, making information hard to differentiate. Currently, the bulletin boards are managed by the Student Media Board and they are looking into upsizing those boards as well as adding glass cases. The issue of how to better communicate ASUHWO updates with students is still an ongoing conversation and we'd like to continue looking into creating a Student Life/ASUHWO tab within Laulima that would help to make information more readily available to students.

Also at our Town Hall, a student was interested in becoming more involved with Student Government without holding an official position. With that said, please be sure to remind your constituents that our general senate meetings are open to everyone. Also, we could look into using the room in which the AVSPCA is held (Distance Learning Center Room) to live stream our general meetings because that room is not in use.

2. **BOR Breakfast**

The BOR were very open to our concerns and they were willing to discuss the issue of having online classes versus in-person classes. We expressed that we would like to seem more in-person classes and evening classes be made available to students, particularly those who are unavailable during the day. Also, the BOR asked our representatives about how we communicate



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with our students. We expressed that we've utilized Town Hall meetings as well as participating in other campus-sponsored events such as Club Rush and West Fest.

## **New Business**

### 1. Pueo Awards

March 31st will be the last day to nominate people for Pueo Awards. Information regarding the three available awards will be forwarded to the senate via email.

### 2. The Removal of Senators Geronimo and Haff

At this point, both senator Geronimo and Haff have not been in compliance with meeting attendance and completing their obligations to the senate. We spoke with them at the beginning of the semester and also sent a reminder email about a month ago. The email highlighted areas in which they had underperformed and informed them that they were on grounds for termination but were willing to help them remedy the situation. Unfortunately, we did not hear back from either of them and while the senate does try to work with everyone's individual schedules, it cannot do so if senators do not communicate with the group. ASUHWOW will not allow anyone to hold a position if they are not actively serving their constituents. While this matter cannot yet be voted on, this discussion is for the purpose of reminding everyone of ASUHWOW requirements.

### 3. Classroom Postings and Initiatives

We are still waiting for each senator's one-paragraph write up regarding the progress they have made with their initiative.

## **Announcements and Open Forum**

Keahi: I am interested in discussing our options for a 24-hour study area on campus. As our library is not open 24-hours, is there a different room or area that could be designated for 24-hour study?

Rouel: I can offer to pilot this area either the week before or of finals in the student lounge. I'd be interested in keeping the lounge open for 24-hours during these weeks. We will add this item as Night Owl Nook to new business for our next senate meeting.

Bella: Kyle, if you prepare mini flyers for your seminar initiative, we'd be more than happy to pass those out at West Fest. Also, to be clear, the Distinguish Service Award is for ASUHWOW, the Volunteerism Award is for a Student, and the Appreciation Award is for a staff member.

## **Meeting Adjournment at 5:21pm**

**Motioned by: Isabella Pineda**

**Seconded by: Kyle Nadres**



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## Voting Record

Voting Record for General Meeting 17-016, Approval of Agenda and Minutes: To Approve Agenda for GM 17-016				
Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Elizabeth Gustafson	X			N/A
Lehua Gould	X			Yes
Shermila Sioson	X			Yes
Adryanna DeAngelo	X			Yes
Kyle Nadres	X			N/A
Isabella Pineda	X			N/A

Voting Record for General Meeting 17-016, Approval of Agenda and Minutes: To Approve Minutes for GM 17-015				
Name	Yea	Nay	Abstain	Vote By Proxy
Haylie Culp	X			N/A
Elizabeth Gustafson	X			N/A
Lehua Gould	X			Yes
Shermila Sioson	X			Yes
Adryanna DeAngelo	X			Yes
Kyle Nadres	X			N/A
Isabella Pineda	X			N/A