



# The Associated Students of the University of Hawai'i – West O'ahu 6<sup>th</sup> Senate of Kapolei

ASUHW O General Senate Meeting 18-004 called to order at 1:31pm on September 12, 2017 in D-104

## **Members Present**

President Lehua Gould  
Vice President Moana Toomalatai  
Secretary Jayce Oda  
Treasurer Adryana DeAngelo  
Senior Class Senator Seung Ah Shin  
Public Administrator Senator Keao Chun  
Caucus Member Christielove Espinosa  
S.L Coordinator Rouel Velasco

## **Members Not Present**

Education Senator Ciara Batulan - Excused

## **Guests**

## **Quorum**

Yes

## **Open Forum Guests**

Shawna Camara, Senior with a major in Psychology. I'm running for the second Caucus delegate and I just want to be more involved on campus

Anthony Amos, Freshmen. I am joining student government to get more involved. I'm majoring in philosophy

Adryan, I am currently senior english student and I am here writing for the hoot.

## **Reading of Agenda**

**Motion: to approve the minutes for General Meeting 18-003 with amendments**

**Motion by: Adryana DeAngelo**

**Seconded by: Keao Chun**

**Amendments: Double check spacing when converting the file into a PDF.**

**Vote: Unanimous**

**Motion: to approve the agenda for General Meeting 18-004 with amendments**

**Motion by: Adryana DeAngelo**

**Seconded by: Jayce Oda**

**Amendments: Add Christielove Espinosa to our Caucus member.**

**Vote: Unanimous**

## **Internal Reports**

### 1. President

For the most part, I have been following up on the student complaints we've received regarding the student who'd like his or her credits to be transferable to the Shidler College of Business at Manoa and the student who wrote to ASUHW O asking us to further investigate the issue of the removal of Native Hawaiian Plants from the Student Organic Garden. In regards to the first issue,



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I spoke with Vice Chancellor Oliveira, Vice Chancellor Moniz, Leslie Opulauoho, and Jan Javinar. They provided me with a memo written by Leslie Opulauoho addressing the student's concern and explaining that due to a difference in accreditation, credits between the universities will not be transferable. In regards to the second student issue, I will be meeting with the following people:

Kevin Ishida, Vice Chancellor for Administration  
Bonnie Arakawa, Director of Planning, Facilities, CIP & Land  
Beverly Orillo, Environmental Health and Safety Officer  
James Shattuck, Planning and Design Manager  
Judy Oliveira, Vice Chancellor for Student Affairs

Tomorrow at 3:45pm to further investigate the removal of the Native Hawaiian Plants from the Student Organic Garden. As of current, all removal work has been halted.

## 2. Vice President

I would like to schedule meetings with the senate members this month to discuss individual initiatives. The meeting will be to see where you currently are with your initiative. If you don't currently have an initiative that is not a problem, I'm looking to make sure that you have a topic or issue that you want to focus on. This meeting would be a way for us to brainstorm initiative ideas and develop a plan of action for you to carry out your initiative this semester. If our schedules are not matching up then we can figure out alternate ways to meet online.

## 3. Secretary

I have received an email confirmation on reserving room E-109 for our future meetings starting on 09/26.

I have also updated the website of our group picture, approved minutes and agendas as well as posting the location and times of our upcoming meetings.

## 4. Treasurer

There are \$38,590 in the account. I'm going to order a new couch, a possible office chair, and ink for the printer. A possible office computer and we can have a discussion on that. I have passed out the stipend form. I have talked to Kelly about ordering those things and she is going to help me with that.

## 5. Advisors

### a. Student Life Coordinator

Thank you to those who met with Jan last week, the last part is narrowing down those items. We would need to schedule another meeting to finish up the Midwest Academy, for another hour or hour and a half.

## 6. Standing Committee Reports

### a. Budget and Finance

We are voting on the Pizza Bill.

### b. Activities

Last week Jayce and I have planned for Club Rush. After a date will be established for



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Town Hall, I can conduct a meeting immediately for it.

- c. Legislative  
Schedule of first committee meeting is September 19, 2017 at 2:00pm, in the office.
7. Ad Hoc Committees
  - a. Elections Committee  
We will need a chair for this committee, and also figure out which days we will do our pizza event. Tuesday, October 3 and Wednesday, October 4, from 10:30am-2:00pm in the courtyard. Lehua will be sending out a google doc to fill out time slots for when people are available.  
The Elections period will be held on October 3 to October 6.  
  
Keao will be the chair for this committee.
  - b. Transition Committee  
No new report.
8. Senators Report
  - a. Senior Class Senator  
No new report, I haven't planned an initiative yet.
  - b. Public Administration Division Senator  
ASUHWO business cards have been redesigned as requested from last meeting; proofs will be submitted at the meeting.  
  
Lehua: Adding our facebook and instagram as well as changing the email on the black colored card and then sending that out to the members.  
  
Still In-work on the government "Picture Boards" for the classrooms. This may not be a possible project to finish soon as the cost and availability of such custom items may be too costly or take an extended amount of time. Other options are available if we wish to pursue this matter.  
  
The Law Society Club has yet to get back to me with any sort of specific plan of there activates on September 19, 20, or 21.
  - c. Education Division Senator  
I am still having a hard time finalizing my Initiative. Unless I find a time to talk to the education division head about the TEACH grant, it is hard to contact Financial Aid as the agents are either always busy and there is no specific agent for TEACH since all fall under general financial aid contact. I am also on a time crunch because I am heading for surgery tomorrow which can push a lot of my work load and take home sheets from Kumon later so I am unable to find a day to meet with Kirsten Nakamoto (but I'll email her). As for my alternative initiative where UHWO can have a partnership with a high school, I am still unsure because so far I have called Campbell High School if they offer



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education classes and they only have early childhood which does not fall under education. I will try to call other high schools. Other than that, I think attending Education Club's meeting this Thursday will help me eliminate what not to do for an initiative because I heard they are working with Dr. Niles for something. I am planning to do my first constituency meeting on September 27, 2017 while I am still debating on the hours. Since I have education majors in three of my classes, I might ask for their emails to invite them through google form or google drive so that I would have some people attend. I also created a flyer in canva and am planning to post it soon through our IG account.

Lehua: In response to her second initiative, we do have a partnership for education students, so it is something Moana can talk to her about.

## 9. Caucus Ambassador

No new update since last report. our next meeting will be on sep 16th at windward community college. I am still working on the draft for the La Kuakoa resolution so hopefully I can get that out at the end of this week or beginning of next week so you guys can look at it and revise what's needed.

## 10. Campus Committee Report

- a. Health, Transportation and Technology (HTT) Committee  
We went over the budget during this first meeting.

A member had brought up that the library is looking for funding for a new scanner which would allow students to digitally scan their books. Concerns about if students would be allowed to copy their whole books, and what kind of toll this would take on the Bookstore. Also if this means that teachers would be allowed to use this as well, and simply have the copy of the book available online through laulima that way students didn't have to buy their books, again a question of what toll it would take on the Bookstore.

Discussion on the issues of the scanner.

Another member also brought up possibly installing dash cams to the shuttles, as there has been many close calls on the road. Also students have been asking the shuttle drivers if they could have some sort of tracking app that way they knew where each driver was and they know who they could call. This would also mean the drivers would need new phones which supports the app, as well as the tracking. The drivers as well as the students were also asking for a shelter where the students could wait for them in the shade.

Jayce will create a google doc for any questions about the scanner and the issues about the shuttles.

Our next meeting is on December 8 at 11:00am.

- b. Senior Staff Committee  
During the meeting they mentioned the Dental Hygiene program from Manoa, which



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UHWO will be picking up, part of the next building will go towards this program. They are going to start of program evaluation to develop more programs. A staff member brought up a technological issue, there is an official name and a preferred name, so is there any way to change it to a preferred name so the student isn't offended because it'll automatically show their official name.

There is a guest coming to received a tour, and is asking to speak to student government or the student body to see how the campus is moving forward. I am unsure of the date and time.

Meetings will be every 3rd wednesday in D-104 from 9:00-10:30am. Seung ah will be on this committee until further notice after special elections.

c. Faculty Senate Committee

I attended the faculty senate meeting in Lehua's stead on September first. I sent the notes from the meeting to Lehua. Following the contact that Lehua has with Vice Chancellor Moniz, I think it would be a good idea for students to be involved in the Academic café that is going on this coming Friday. The café is to go over the work that the LDRP has done so far. Currently the faculty is going through their contract renewals and the 10 year promotions. Per Vice Chancellor Oliveria's report we enrollment has gone up to over 3,000 this semester. She also shared that there is an early alert in place to monitor students that are currently having a hard time in classes. The performance is currently based on attendance and will later be on performance in class. Vice Chancellor Oliveria also stated that the office of VCSA will be focusing on student life on campus. The Curriculum committee did go over the fact that teachers would be submitting their course material for the summer and spring of 2018 this month.

Discussion on having committees be more open to students, if they are public and if meetings are not then having ASUHWO publicly ask students what they think on the different issues.

Discussion on VCSA and how they are making sure professors are inputting attendance, and updating the gradebook in a timely matter. This is an optional participation for professors.

d. Campus Compliance Committee

During the last meeting on september 1, I could not attend but they did share their records..

They changed constitution day from September 13 to the 19, from 10am- 11am in the library. In this meeting they introduced HUI happy hour. It is a once a month network meet to build a network and partnerships. The next meeting will be on september 21 from 9:00-11:00am.

Seung Ah is not the representative for this committee, it is suppose to be Ciara according to the minutes. It is between Ciara and Seung Ah to come to agreement about who will be the representative and to let Lehua, Moana, Jayce as well as the committee know who



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will be the representative.

e. LRDP

i. IAELF Master Strategic Work Group

It was a start up meeting for the semester, to go over what the committee's action plans will be. I have shared my notes with Rouel and Lehua. Some expressed action plan were development of academics. All the committees do have work on their sections of reports to make one whole cohesive one. I expressed a question about the student voting as well as the other chairs. I am waiting to hear back on that from Jeff.

ii. Land/Facilities Work Group

No new report, I haven't received a meeting date

iii. Long Range Academic Work Group

No new report, I haven't received a meeting date

iv. Enrollment Management Work Group

No new report, I haven't received a meeting date.

Lehua will be double checking on the work groups to make sure representatives are getting the correct emails.

## **Unfinished Business**

1. Welcome Week Tabling

No further discussion.

2. Punua Days

No further discussion.

3. Senate Photos for Classrooms

No further discussion.

4. Meeting Time Postings

The flyers in the classrooms will need to be updated as Jayce has confirmed E-109 as our meeting location. Lehua will be taking care of these.

5. Office Hours

Make sure you fill out the papers in the binder. If you haven't been logging your hours then backlog. Only record the hours you have designated that has been posted online. You can record extra office hours only if you are doing Senate related work.

6. Club Rush

Discuss in new businesses.



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## 7. First Town Hall/Swear in Ceremony

This will take place after the senate ratifies the votes. We are currently looking at Tuesday October 17 or Thursday October 19 from 11:00am-12:30pm. These times are tentative as Lehua will be asking our Vice Chancellors to come and run our Swear in Ceremony. A majority of this will be handed off to the activities committee.

### New Business

#### 1. Approval of Pizza Bil

**Motion: to approve senate bill 18-01**

**Motion by: Moana Toomalatai**

**Seconded by: Jayce Oda**

**Vote: Unanimous**

#### 2. Club Rush Debrief

Thank you to everyone who made themselves available to help with club rush. Lehua couldn't be there on Thursday, but Wednesday we had a really good turn out, a lot of students did come by to win SWAG. Thank you to the activities committee for being organized and getting things done. We do need to add wheels to the connect4.

#### 3. Appointment of Caucus Representative

**Motion: to appoint Shawna Leigh Camara as a Caucus Representative**

**Motion by: Adryana DeAngelo**

**Seconded by: Jayce Oda**

**Vote: Unanimous**

#### 4. Student Complaint Letter: Transferable Credits

This was discussed in the report.

#### 5. Student Complaint Letter: Native Hawaiian Plant removal from the Mālā

This was discussed in the report.

#### 6. ASUHWO Representative for UH West O'ahu Arts Committee

I got an email from the Chancellor's secretary. they are creating an Art Committee, and is asking Student Government representative for a one year commitment.

Keao will be the representative for the Art Committee.

Discussion on if senate members feel overwhelmed, then to possibly open it up to the student body.

#### 7. Tobacco Free College Program Grant

Discussion on what the Grant is and what it entails. Discussion on the survey that was done in 2015.

Lehua will be emailing Judy that the Senate will be standing by the previous work done.



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## 8. MidWest Academy Model Training Debrief and Next Steps

As Rouel mentioned in his report, we met with Jan we were able to compile a list of top issues for 2017-2018. We have issues around programs of study, course availability both online and inperson for upper division courses, facilities on campus such as residence halls with meal plans at an affordable cost, awareness of international programs, school pride and involvement, graduation not being limited to a certain number of ticket to promote family participation, a job and career center, special facilities for specific programs of study to foster student interaction, financial support for students with large projects in class, and the E ala pono program.

We want to take it to the next step in learning how to focus these concerns more and how to properly plan this so it can effect change.

This training will be held on Tuesday, September 19 from 2:00pm-3:30pm.

## **Announcements and Open Forum**

### **Meeting Adjournment at 3:09pm**

**Motioned by: Keao Chun**

**Secoded by: Jayce Oda**





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## Voting Record

Voting Record for General Meeting 18-004, Approval of Agenda and Minutes: To Approve Minutes for GM 18-003				
Name	Ye a	Nay	Abstain	Vote By Proxy
Moana Toomalatai	X			N/A
Jayce Oda	X			N/A
Adryana DeAngelo	X			N/A
Seung Ah Shin	X			N/A
Keao Chun	X			N/A
Ciara Batulan	X			Yes

Voting Record for General Meeting 18-004, Approval of Agenda and Minutes: To Approve Agenda for GM 18-004				
Name	Ye a	Nay	Abstain	Vote By Proxy
Moana Toomalatai	X			N/A
Jayce Oda	X			N/A
Adryana DeAngelo	X			N/A
Seung Ah Shin	X			N/A
Keao Chun	X			N/A
Ciara Batulan	X			Yes

Voting Record for General Meeting 18-004, Approval of Senate Bill 18-01 (Pizza Bill)				
Name	Ye a	Nay	Abstain	Vote By Proxy
Moana Toomalatai	X			N/A
Jayce Oda	X			N/A
Adryana DeAngelo	X			N/A



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Seung Ah Shin	X			N/A
Keao Chun	X			N/A
Ciara Batulan	X			Yes

Voting Record for General Meeting 18-004, Appointment of Shawna Leigh Camara as a Caucus Representative				
Name	Ye a	Nay	Abstain	Vote By Proxy
Moana Toomalatai	X			N/A
Jayce Oda	X			N/A
Adryana DeAngelo	X			N/A
Seung Ah Shin	X			N/A
Keao Chun	X			N/A
Ciara Batulan	X			Yes