



The Associated Students of the University of Hawai'i – West O'ahu 7th Senate of Kapolei

ASUHOWO General Senate Meeting 19-002 on Thursday, June 21st, 2018 at 5:58 p.m. in Student Lounge C-216

Members Present

President Rawley Riccio

Secretary Anna Nguyen

Treasurer Sabrina-Kuuipo Magdato

Junior Class Senator Sydney Millerd

Education Senator Paige Pagaduan

Caucus Ambassador Christielove (Aloha) Espinosa

Student Life Advisor Rouel Velasco

Members Not Present

Vice President Jayce Oda

Guests

N/A

Quorum

Yes

Open Forum Guests

N/A

Reading of Agenda

N/A

Internal Reports

1. *President*
No new report.
2. *Vice President*
No new report.
3. *Secretary*
Anna will create an Excel sheet for everyone to list items that are needed to purchase for ASUHOWO. MUST have a breakdown and price quotes for the purchases by August. Also will contact Mellissa (the photographer) soon to schedule a time for all of us to take an official ASUHOWO photo together to post on our social media.
4. *Treasurer*
Sabrina reported that the current ASUHOWO budget balance is \$51,581.55.
5. *Advisors*



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a. *Student Life Coordinator*

AY 2017 – 2018 stipends did not successfully submit and reimburse to the 6th Senate of Kapolei, so the amount have been subtracted from the budget that Sabrina calculated. Furthermore, the stipends of \$2,150 were deducted from ASUHW O Promotions & Events budget.

Unanimous decision to order the black cloth with the full ASUHW O name and logo for the table booth cloth cover. Amount of < \$300 is expected to be spent for this order.

Begin creating an Excel sheet with items, quantity, vendor, and price quotes on items ASUHW O need for the office (**SUGGESTIONS**: black G2 pens or Papermate pens @ Walmart, notepads, manila folder, label makers, ONE desktop/laptop, printer – ask IT if they can check on the printer & laptop and service it, leasing copier machine, binders for Secretary paperwork, sheet protectors, etc.)

Possibility of remodeling the Student Lounge in C-216 due to the grand opening of the Student Lounge located downstairs of C-216. The space will be created for all CSO/leadership organizations to use as a workshop and provide support to the groups and clubs. This idea has been approved by Julie. Still communicating with Facilities about the changes. This idea is still in the works and will not be completed within the next year.

Student Media Board is planning to design a planner.

6. *Standing Committee Reports*

a. *Budget and Finance*

No new report.

b. *Activities*

No new report.

c. *Legislative*

No new report.

7. *Ad Hoc Committees*

a. *Elections Committee*

No new report.

b. *Transition Committee*

No new report.

8. *Senators Reports*

a. *Junior Class Senator*

No new report.



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- b. *Education Division Senator*
No new report.
- 9. *Caucus Ambassador*
OER Meeting in June was cancelled, so the next meeting will be announced when they figure it out. Still a suggestion to write a formal letter to VCAA or Faculty Senate to help aid in the Award Recognition. (Also listed under *OER Committee*)

Campus Committee Reports

- a. *Planning Advisory Committee (PAC)/LRDP*
 - i. IELF Master Strategic Work Group
 - ii. Land/Facilities Work Group
 - iii. Long Range Academic Work Group
 - iv. Enrollment Management Work GroupNo new report.
- b. *Strategic Action Planning*
No new report.
- c. *Health, Transportation and Technology (HTT) Committee*
Via email on June 27 – Chancellor approved on May 10, 2018 to request for student health fee support. This would allow UHWO to hire two pre-doctoral interns for more assistance to expand mental health services. Amount not to exceed \$75,000 for Fiscal Year 2019.
- d. *Commencement Committee*
No new report.
- e. *OER Committee*
Meeting on June 19th was cancelled, so Aloha and Sabrina will go to the next one (TBD) together.

Aloha will begin developing a formal letter to suggest that the Award Recognition funding should come from the Faculty Senate. The rest of ASUHWO Senates will contribute to the letter afterwards.
- f. *Senior Staff Committee*
No new report.
- g. *Faculty Senate Committee*
No new report.
- e. *Aloha 'Aina Committee*
No new report.



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- f. *UHWO Art Committee*
No new report.

Unfinished Business

1. Vote on SB 18-06 OER Budget → SA 18-06
2. Standing Committees Assignment
3. 2018 – 2019 ASUHWO Budget

New Business

1. Approve Minutes for ASUHWO General Senate Meeting 19-001
2. Approve Minutes for ASUHWO General Senate Meeting 19-002
3. La Punua – Ho'olaule'a (Involvement Fair)
4. 2018 – 2019 ASUHWO Purchase List

Announcements and Open Forum

- **SAVE THE DATE** – Monday, August 13, roughly 9:00 a.m. – 3:00 p.m., for (CSO student-fee based) leadership meeting
- **SAVE THE DATE** – Thursday, July 19 for the Board of Regents (BOR) as stated by Chancellor
- **SAVE THE DATE** – Thursday, August 9, 10:00 a.m. – 10:00 p.m. (TBA), La Panua – Ho'olaule'a (Involvement Fair) / Freshmen orientation
 - 6:30 p.m. – 8:00 p.m. in the Central Plaza (front of Naulu Center)
 - Clubs check-in by 5:30 p.m., set-up by 6:00 p.m.
 - **Deadline to sign up:** Thursday, July 19th at 11:59 p.m.;;
<https://docs.google.com/forms/d/e/1FAIpQLScPIbQuvm4LmOTzAQQh7FeDtbFy6JLb7Ch2FQnPs-faFXwxzA/viewform>
 - An opportunity for ASUHWO to connect and socialize with freshmen, promote ASUHWO, hand out applications, and recruit for the following Senate positions:
 - Freshman Class Senator
 - Business Administration Senator
 - Social Science Senator
 - Public Administration Senator
 - **IF INTERESTED** – Anna can create prints (flyers, brochures, etc.) for ASUHWO! Maybe create visuals (display boards, banners, etc) or interactive activity to draw students to the ASUHWO booth as well
 - If no one can man/staff the booth, we will leave ASUHWO applications with the Student Life table
- Inform everyone your final Fall 2018 schedule by mid-August, through email or GroupMe
- Jayce needs to coordinate a time to train all new Senates on their roles



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- Standing Committees' meeting time should be posted online in advance to encourage and allow students to attend
- CCB is looking to lease a copier machine (which includes printer paper, ink, maintenance) so it can be put in the Student Lounge and easier access to print to it directly

Meeting Adjournment at 6:59 p.m.

Motion: Unanimous



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Voting Record

N/A