



The Associated Students of the University of Hawai'i'-West O'ahu 8th Senate of Kapolei

ASUHWO General Senate Meeting 20-004 on Friday, August 16th, 2019 at 10:10 am in the ASUHWO Office.

Members Present

President, Sydney Millerd

Vice President, Taimane Revolorio

Secretary, Paige Pagaduan

Treasurer, Alyssa Cabingas

Social Sciences Senator, Cody Rex

Caucus Ambassador, Ramon Araujo, Jr.

Caucus Ambassador, Pearlana Stone, tardy, arrived at 9:36am

Members Not Present

Student Life Coordinator, Rouel Velasco, excused

Guests

N/A

Quorum

Yes

Open Forum Guests

Carina Chernisky

Reading of Agenda

To add Pearlana and Ramons name in the “Members Present” and “Members Not Present section

Motion: Paige P.

Second: Cody R.

To approve the Minutes of Meeting 20-003

General Meeting 20-004

Minutes Approved on September 9, 2019 by the 8th Senate of Kapolei.



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Motion: Cody R.

Second: Taimane R.

To approve the Agenda for Meeting 20-004

Motion: Cody R.

Second: Taimane R.

Internal Reports

President

- ❖ Helped to prepare for La Punua: welcome talking points & workshop powerpoint.
- ❖ Worked on TMT resolution.
- ❖ Arranged with Cody to make a brochure, poster, & update website.
- ❖ Derek resigned from his position as of August 2.
- ❖ Will be in Switzerland from 9/4 - 9/8. Contact me via GroupMe, email, or social media.
Will not be able to call.

Vice President

- ❖ Did Pearlana's Ambassador Training
- ❖ Lā Pūnua
- ❖ Welcome speech and Workshop
- ❖ Meeting with Kyla from the Hoot
- ❖ Discussed Conference dates for the senate to attend

Secretary

- ❖ Worked on minutes
- ❖ Coordinated with SAFB for welcome week
- ❖ Going to work on the welcome week sign up sheet
- ❖ Worked on a senate bill

Treasurer

- ❖ Attended La Punua

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- There were a lot of people that were actually interested in joining the Senate. We had them write down their names and emails so we could send them applications since we didn't have physical copies available.
- ❖ Filed a Form 136 for SAFB incentive and worked with Kelly, and she was able to charge it on our ASUHOWO card.
- ❖ As for our swag items (pens, sticky tabs, and fans with logo), Kelly informed me along with the rest of the Executive board that we couldn't use Promotions in Paradise because they're not a licensee under the UH system so I've been discussing with Paige to make a new list.
 - From 4imprint (previous user)
 - Kelly said another Form 136 isn't required, just as long as we send her another list and stay within the price range we had already set.
 - Shipping?

Advisors

- ❖ Reminder to sign us up for C&C involvement Fair

Standing Committee

- ❖ Budget and Finance
 - Ramon is now a member that sits on this committee
- ❖ Activities
 - Lena is now a member that sits on this committee
- ❖ Legislative
 - No new report
- ❖ Ad Hoc Committee
 - No new report

Senators Reports

- ❖ Social Science Division
 - Worked on powerpoint for La Punua
 - Attended La Punua
 - Worked on some posters/flyers

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Assignment Reports

- ❖ Caucus Ambassadors
 - ❖ Caucus Ambassador Pearlana S.:
 - Attended the training with Aloha and Taimane
 - Did tabling and workshop at La Punua
 - Has training on Sept. 14 -15
 - Doing the photoshoot on Friday, 23, right after ASUHWO general meeting
 - ❖ Caucus Ambassador Ramon A.:
 - Did tabling at La Punua
 - Scheduled training date with VP
 - Going on a retreat

Campus Committees

- ❖ Health, Transportation, and Technology (HTT) Committee
 - No'eau Center asked for sponsors for funding the massages at West and Welaxation event
 - Committee voted yes
- ❖ Commencement Committee
 - No new report
- ❖ OER Committee
 - Went over the Support for Textbook Affordability Initiatives
- ❖ Senior Staff Committee
 - No new report
- ❖ Faculty Senate Committee
 - No new report
- ❖ Aloha 'Aina Committee
 - No new report
- ❖ UHWO Art Committee
 - No new report

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- ❖ Compliance Hui Committee
 - No new report
- ❖ Student Affairs
 - No new report

Unfinished Business

- ❖ Reviewed [Meeting 20-003 To-Dos](#)
 - Went over the 20-003 To-Dos and transition the To-Dos that still needed to be done over to the 20-004 To-Dos.
- ❖ Social Media Coordinator Appointment
 - Cody has decided to continue being the social science senator
- ❖ Campus Committee Assignments
 - Academic Grievance Committee
 - Ramon A.
 - Health, Transportation, and Technology (HTT) Committee
 - Alyssa C.
 - Commencement Committee
 - Paige P.
 - OER Committee
 - Ramon A.
 - Senior Staff Committee
 - Sydney M.
 - Faculty Senate Committee
 - Sydney M.
 - Aloha 'Aina Committee
 - Taimane R.
 - UHWO Art Committee
 - Cody R.
 - Compliance Hui Committee
 - Taimane R.
 - Student Affairs
 - Pearlana S.

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- Senior Management
 - Sydney M.
- Housing Task Force
 - Taimane R.
- ❖ Team Drive
 - Make sure everything you work on is uploaded to the drive

New Business

- ❖ General Meeting and Tabling Schedule
 - General Meeting
 - It will be held on the second Monday (11am-1pm) and fourth Thursday (8:30am-10:30am) of every month
 - Meetings will be held in the Naulu Center
 - Tabling
 - It will be held on the first Tuesday and Wednesday (10am-2pm) of every month
- ❖ Student Concerns and Suggestions
 - Discussed different ways we can hear students concern
- ❖ ASUHW O Stance on TMT
 - Table the topic until our next meeting with Rouel
 - Talked about maybe doing a town hall or send our surveys to students on their opinion on the TMT
- ❖ Senate Bill 20-01: To Appropriate Funding to the No'eau Center West and Welaxation and Trivia Night Event
 - Went over the Senate Bill

To approve the amendments to the Senate Bill 20-01

Motion: Cody R.

Second: Alyssa C.

To accept the bill with Amendments

Motion: Taimane R.

Second: Cody R.

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Announcements and Open Forum

- ❖ Save the Dates
 - **Welcome Week:** Monday, August 26, 2019 - Thursday, August 29, 2019
 - Time: 10am-2pm
 - Location: Courtyard
- ❖ Reminders
 - Continue to promote for vacant positions
 - Remember to initial what is completed on the To-Dos so that we are all on the same page and know what has been done
 - All ASUHWO-related work should be saved on the team drive
 - Figure out your office hours
- ❖ Members To-Dos

MEMBER	TO-DO	DUE DATE
Sydney, President	Send Rouel chancellor's committee assignments	ASAP
	Layout meeting & tabling dates & send out to everyone	ASAP
	Coordinate OER Committee email blast requested for first week of school	ASAP
	Organize & create timeline for completion for OER Committee's requests	Throughout semester
	Contact Melissa regarding ASUHWO name tags with headshot photo	ASAP
Taimane, VP	Post Welcome Week announcement on Instagram (to include event name, dates, times, location) or	8/25/19 (day before event)



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	repost SAFB's/other organization's announcement of the event	
	Coordinate with Aloha & CA Ramon to hold training/orientation for position	ASAP
	Organize attendance to national student government conference(s) (work with Alyssa to figure out funding)	ASAP
	Prep office hours binder	Beginning of semester
	Post general meeting & tabling schedule on Instagram once locations are finalized	Beginning of semester
	Post election flyers that Cody makes on Instagram	During third week of semester
Paige, Interim Secretary	Send out minutes no more than 5-business days post meeting	7/23/19
	Reserve meeting room & monthly tabling space	ASAP
	Update minutes to Team Drive	ASAP
Alyssa, Interim Treasurer	Proceed with process to provide funding for Act 20-01: To Appropriate Funding for the No`eau Center West and Welaxation & Trivia Night Events	ASAP
	Inquire with Rouel & possibly purchase matching UHWU business	Beginning of semester



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	polo/shirt from bookstore for CAs to wear to Caucus events since ASUHW O polos aren't ready year	
	Inquire with Rouel & possibly order the 12 ASUHW O polos already (variety of each size ready for when new members come in)	ASAP
	Ensure swag order comes in	Throughout process
	Work with VP Tai to look at budget for conference attendance	Next meeting
	Prepare breakdown of expenditures throughout the summer to report at next meeting (if applicable)	Next meeting
Cody, Social Science Senator	Complete poster & send to Rouel for printing	First week of semester
	Start thinking of an initiative	Beginning of semester
	Contact Tai to schedule meeting	
	Create 2 flyers to be posted physically & on Instagram to announce: <ul style="list-style-type: none"> - Online application & vacancies - Election timeline 	Beginning of semester
	Maintain website (office hours, meeting & tabling schedule, photos, etc.)	Throughout semester
Ramon, Caucus	Start thinking of an initiative	Beginning of semester



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Ambassador	Contact Tai to schedule meeting	
Pearlena, Caucus Ambassador	Start thinking of an initiative Contact Tai to schedule meeting	Beginning of semester
Rouel, Advisor	Working in ASUHW O Senate - Fall 2019 Special Elections Online Form Work with IT to set up elections via online Coordinate and run the Elections Mandatory candidate orientations	Draft to be shared 8/23 sometime Mid-September Mid-September

❖ Committee To-Dos

COMMITTEE	TO-DO	DUE DATE
Budget & Finance Chair: Alyssa - Ramon	Shop for office supplies	Open
	Purchase snack food items for giveaways (hopefully before, tabling during week of September 2)	ASAP
Activities Chair: Paige - Lena	Send email to Senate with plans for Welcome Week (e.g. supplies to bring to table, giveaway items)	Before 8/26/19
	Coordinate with other CSO to get their calendar of events throughout the year	ASAP
	Plan for monthly tabling events (e.g. shift sign-up sheet, giveaways, activities)	Throughout semester
Legislative Chair: Taimane	Write legislation (senate revision) for update of bylaws for Treasurer and Secretary positions	Before end of semester

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- Cody	Write legislation for new positions	Before end of semester
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Meeting Adournment at 11:26am

Motion: Cody R.

Second: Taimane R.

Voting Record

VOTING RECORD FOR SENATE MEETING 20-004, APPROVAL OF AGENDA: TO ADD PEALENA AND RAMON'S NAME IN THE "MEMBERS PRESENT" AND "MEMBERS NOT PRESENT" SECTION FOR MINTIES 20-003				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			N/A
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-004, APPROVAL OF AGENDA: TO APPROVE THE MINUTES OF MEETING 20-003				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			N/A

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Cody Rex	X			N/A
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VOTING RECORD FOR SENATE MEETING 20-004, APPROVAL OF AGENDA: TO APPROVE THE AGENDA FOR MEETING 20-04				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			N/A
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-004, TO APPROVE THE AMENDMENTS TO THE SENATE BILL 20-001				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			N/A
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-004, TO ACCEPT THE BILL WITH AMENDMENTS				
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Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			N/A
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-004, TO ADJOURN THE MEETING AT 11:26 AM				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			N/A
Cody Rex	X			N/A