



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

ASUHWO General Senate Meeting 20-006 on Monday, September 26, 2019 at 8:40 am in the Naulu Center.

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., tardy

Caucus Ambassador, Pearlana Stone

Student Life Coordinator, Rouel Velasco

Members Not Present

Guests

N/A

Quorum

Yes

Open Forum Guests

Carina Chernisky

Gerald Mance

Reading of Agenda

To approve the Agenda for Meeting 20-006

Motion: Taimane R.

Second: Cody R.

Motion to change the fonts to be all the same

General Meeting 20-006

Minutes Approved on October 7, 2019 by the 8th Senate of Kapolei.



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

Motion: Paige P.

Second: Cody R.

To approve the Minutes of Meeting 20-005

Motion: Taimane R

Second: Alyssa C.

Internal Reports

President

- ❖ Drafted the WSCUC survey email blast for Sharon Valente and that was sent out on 9/10 to the student body and Sharon would like to present/share those results with us once they are in.
- ❖ Met with Cody, Tai, & Rouel to plan out SMC roles and responsibilities
- ❖ Went around with Cody to post up flyers for elections in the classrooms
 - Remember to take down the call for candidates flyer if you see them in your classrooms
- ❖ Sent out reminder emails to the students who expressed interest in joining ASUHW O during tabling events
- ❖ Drafted another email blast for reminders about applying for the Fall Special Elections and Tea Time.
- ❖ Worked with Lena to try to get a hold of Da Spot's contract and figuring out/setting up now, how ASUHW O can be a part of the decision-making process once the time comes around in the near future
- ❖ Went to the student leader Peter Buffet concert on Tuesday night
- ❖ Showed face and participated in the No`eau Center's trivia night with Alyssa and Cody since we sponsored the event
- ❖

Vice President

- ❖ Tabled at C&C fair from 10 to 1

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- ❖ Emailed kelly about dates of trip, so we can get started on the paperwork
- ❖ Emailed about initiatives
- ❖ Made flyer and worked with alyssa to process paperwork for team bonding
- ❖ Planned to meet w Cody
- ❖ Attended Student Grievances meeting
- ❖ Went to the Peter Buffet concert and conversation opportunity.
- ❖

Secretary

- ❖ Worked on minutes
- ❖ Went to the C&C Fair
- ❖ Going to work on the request form for Special Elections

Treasurer

- ❖ Tabled for the C&C fair
- ❖ Sent in the forms for our Team Bonding this saturday
- ❖ Attended the Senior Management Meeting in place of Sydney
- ❖ Went to the student leader Peter Buffett concert on Tuesday night
- ❖ Attended the Trivia Night in the No'eau Center with Sydney and Cody

Advisors

- ❖ CSO Collab Meeting
 - Three of the ASUHW O members attended
- ❖ Fall Fest is coming up
 - Talked about sharing the expenses and be apart of fall fesr
 - Collab with SAFB
- ❖ Will be out of office in October 2-4, October 11-14, and October 18-24
 - If Rouel is not here, work with Kelly F.

Standing Committee

- ❖ Budget and Finance
 - Planning to meet
- ❖ Activities



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- Going to ask for ice for our Tea Time Drinks
- Decided to have poi donuts for promoting special elections
- ❖ Legislative
 - Met to change the by-laws for secretary and treasurer positions
 - Drafted for SM Coordinator
- ❖ Ad Hoc Committee
 - Elections Committee
 - Met with 75% of the candidates
 - There are 8 applicants

Senators Reports

- ❖ Social Science Division
 - Updated the website
 - Posted flyers
 - Went to the C&C Fair
 - Attended Trivia Night at the No'eau Center

Assignment Reports

- ❖ Caucus Ambassadors
 - ❖ Caucus Ambassador Pearlena S.:
 - Went to the two day training at WCC and UH Manoa
 - Discussed what their roles are
 - Met with other ambassadors
 - ❖ Caucus Ambassador Ramon A.:
 - Caucus Ambassador
 - Next caucus meetings will be held:
 - Oct. 19th at Manoa
 - Oct. 26th UH Hilo
 - Discussion of the stance of ASUHW O on various topics
 - Title 9
 - Parking
 - Tuition increase

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- Athletics Fee
- Mauna Kea
- Possibly holding a vote on affordability resolution at next meeting

Campus Committees

- ❖ Health, Transportation, and Technology (HTT) Committee
 - No new report
- ❖ Academic Grievance Committee
 - Issues discussed are confidential
 - There were two cases discussed
- ❖ Commencement Committee
 - Getting everything finalized
 - Working on updating website
 - Issues were brought up about Kapuna seating and family members wanting reserve seating because their family is a speaker
 - Speakers
 - Two possible candidates
 - Only three parking passes
 - There is now a Creative Media section and Sharla is the division chair
 - Thinking about if they still want to do the oli
 - Funding is \$5000 less
 - could not fund the food and decorations
- ❖ OER Committee
 - Library is working to set up trainings so that professors learn how to use and develop OER
 - Possible stipend for professors who participate
 - Library/IT has received multiple complaints from students that they are unable to access IDAP textbooks. (out of their control)
 - Request: possible survey to gauge how large of a problem this is
 - Request to make OER material more easily visible on ASUHWO website
 - *Issue may have already been resolved

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- ❖ Senior Staff Committee
 - Talked about food insecurity
 - Discussed tuition and enrollment
 - Gracious Spacious
- ❖ Faculty Senate Committee
 - Next meeting scheduled for October 4, so if anyone would like me to bring up anything specific please let me know.
- ❖ Aloha 'Aina Committee
 - No new report
- ❖ UHWO Art Committee
 - No new report
- ❖ Compliance Hui Committee
 - No new report
- ❖ Student Affairs
 - Talked about the A.C.T and Clep
- ❖ Task Force Housing Committee
 - No new report

Other

- ❖ CSO Collab
 - Talk to other CSO's
 - Go through the same thing with promoting events
 - Potentially collab with Fall Fest
- ❖ Gracious Spaces
 - Speaker series

Unfinished Business

- ❖ Reviewed [Meeting 20-005 To-Dos](#)
 - Went over the 20-004 To-Dos and transition the To-Dos that still needed to be done over to the 20-005 To-Dos.
- ❖ Student Leadership Conference
 - Set date for presentation at UHWO
- ❖ Fall Special Elections Week Planning

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- Table on October 14-15
 - Promote with poi donuts

New Business

- ❖ Special Events Added to Calendar ipads and plaza request
 - **Special General Meeting:** Monday, October 21, 2019 @ 11:00 am
 - **Senate Training:** Wednesday, October 23, 2019 @ 5:00 pm - 7:00 pm reserve C225
- ❖ C&C Fair Debrief
 - Went well
 - Students came and wrote some comments on the tea papers
 - Students also participated in the matching faces to our name activity
- ❖ Town Hall Meeting
 - Tea Time can be used to hold a town hall meeting
 - There will be a sheet stating if a senate member is holding a meeting during this time

Announcements and Open Forum

- ❖ Save the Dates
 - See Google Calendar
- ❖ Reminders
 - 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 ASUHW O-related work should be saved on the team drive
 - Figure out your office hours
- ❖ Members To-Dos

MEMBER	TO-DO	DUE DATE
Sydney, President	Save agendas as PDFs for Cody to post to website	ASAP
	Create Google Form for Tea Time sign-in with senator survey questions	Before Tea Time



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	Invite those who did not get elected to ASUHOWO during Fall Special Elections to volunteer with us & extend volunteer opportunity to student body	After election
	Coordinate flyer “town hall” for November Tea Time with ASUHOWO	Before November
	Look into BOR meeting at UHWO to see if ASUHOWO can be a part of it	Before November
	Work on obtaining/coordinating Da Spot’s contract	Throughout semester
	Organize & create timeline for completion for OER Committee’s requests	Throughout semester
Taimane, VP	Contact Tasia Y. (UHWO Mala) to see how UHWO can contribute to workday	ASAP
	Work with Executive Board & Rouel to plan for training with new senate members	Before 10/23/19
	Continue to plan for conference trip, service project, & team bonding	Throughout process
Paige, Interim Secretary	Reserve room for Senate Training with new members (C225)	ASAP
	Work with Cody to post minutes to website	ASAP
	Reserve tabling location for Fall Special Elections	ASAP
	Send out minutes no more than 5-business days post meeting	10/3/19



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	Update minutes to Team Drive	10/3/19
	Monitor ASUHW O email daily & send emails to appropriate Senate members	Throughout semester
	Send reminders for weekly office hours schedule	Weekly
Alyssa, Interim Treasurer	Email Rouel list of Tea Time items to purchase	ASAP
	Inquire with Rouel & possibly order the 12 ASUHW O polos already (variety of each size ready for when new members come in)	ASAP
	Process paperwork to purchase poi donuts for election week	ASAP
	Process paperwork to purchase Zippy's for Senate Training	ASAP
Cody, Social Science Senator & SMC	Post listing of candidates on social media, website, & flyer(?)	~10/26/19
	Remove dates/old info from OER page on ASUHW O website	ASAP
	Update minutes & agendas to drive	ASAP
	Create flyer for Elections Week (promote we'll be giving away poi donuts to those who vote!)	Before election week
	Continue to work on initiative	Throughout semester



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	Maintain website & social media (office hours, meeting & tabling schedule, photos, etc.)	Throughout semester
Ramon, Caucus Ambassador	Continue to work on initiative	Throuhgout semester
Pearlena, Caucus Ambassador	Continue to work on initiative	Throuhgout semester
Rouel, Advisor	Check on addendum to budget for 2 CAs	Open

❖ Committee To-Dos

COMMITTEE	TO-DO	DUE DATE
Budget & Finance Chair: Alyssa - Ramon	Shop for office supplies	Open
	Call for meeting	Before next meeting
Activities Chair: Paige - Lena	Plan for Election Week (e.g. reserve location paperworks, purchase special giveaway (food?), reserve iPads)	End of September
	Reserve iPads for October Tea Time	10/1/19
	Call for meeting	Before next meeting
Legislative	Write legislation (senate revision) for update	Before end of



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Chair: Taimane - Cody	of bylaws for Treasurer and Secretary positions	semester
	Write legislation for new positions	Before end of semester
	Call for meeting	Before next meeting

Meeting Adjournment at 10:30 AM

Motion: Cody R.

Second: Alyssa C.

Voting Record

VOTING RECORD FOR SENATE MEETING 20-006, APPROVAL OF AGENDA: TO APPROVE THE AGENDA FOR MEETING 20-006				
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 20-006, APPROVAL OF AGENDA: MOTION TO CHANGE THE FONTS TO BE ALL THE SAME				
Name	Yay	Nay	Abstain	Vote by Proxy



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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 20-006, APPROVAL OF AGENDA: TO APPROVE THE MINUTES OF MEETING 20-005				
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 20-006, TO ADJOURN THE MEETING AT 10:30 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

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