



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

ASUHWO General Senate Meeting 20-007 on Monday, September 26, 2019 at 11:04 am in the Naulu Center.

Members Present

President, Sydney Millerd

Vice President, Taimane Revolorio

Secretary, Paige Pagaduan, tardy

Treasurer, Alyssa Cabingas

Social Sciences Senator, Cody Rex

Caucus Ambassador, Ramon Araujo, Jr., tardy

Caucus Ambassador, Pearlana Stone

Student Life Coordinator, Rouel Velasco

Social Media Coordinator, Cody Rex

Members Not Present

Guests

Carina Chernisky

Leslie Opulauoho

Quorum

Yes

Open Forum Guests

Carina Chernisky

Gerald Mance

Reading of Agenda

To approve the Agenda for Meeting 20-007

Motion: Taimane R.

Second: Cody R.

General Meeting 20-007
Minutes Approved on October __, 2019 by the 8th Senate of Kapolei.



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Motion to make the amendments under “New Business” for town hall meetings

Motion: Paige P.

Second: Cody R.

To approve the Minutes of Meeting 20-006

Motion: Taimane R

Second: Cody R.

Internal Reports

President

- ❖ Tabled at Tea Time. Thank you to those who did.
- ❖ Made the google form the tea time sign-in/survey.
- ❖ Sent out mahalo email to all those who came to Tea Time on Friday & reminded them about Election Tabling & next Tea Time
- ❖ Went to faculty senate meeting.
- ❖ We were featured in the hoot. In the process of writing an op-ed for The Hoot about what's going on in the Senate due by tomorrow
- ❖ Plan to meet with VC of Admin Ishida on Wed to talk about ASUHWO
- ❖ Thinking to draft an email blast to remind people to vote & come by our table for a treat if they vote

Vice President

- ❖ Attended the Team Bonding
- ❖ Tabled on 10/1 for Tea time w ASUHWO

Secretary

- ❖ Worked on minutes
- ❖ Tabled for Time
- ❖ Did the request form for Special Elections

Treasurer

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- ❖ Attended the Team Bonding at the escape room.
- ❖ Tabled for Tea time.
- ❖ Worked with Sydney, Tai and Codi to discuss the plans for elections week - sent in Form 56 to Kelly regarding the donuts.

Advisors

- ❖ CSO Collab Meeting
 - Three of the ASUHWO members attended
- ❖ Came back from a three day seminar at UH Manoa
- ❖ Collab Meeting is today, 10/7
- ❖ Submitted application for tenure

Standing Committee

- ❖ Budget and Finance
 - Still trying to find a time available for both me and Ramon to meet.
 - Budget report as of (9.30.19)- Available balance: \$63,907.47
- ❖ Activities
 - Promote Special Elections with poi and strawberry donuts
 - In the plaza just encouraging people to come and vote, and if they vote they can receive the donut
- ❖ Legislative
 - Will have a meeting within the next two weeks
- ❖ Ad Hoc Committee
 - Elections Committee
 - IT will be working on the online ballot for students to vote
 - Students will not receive or be able to vote if they did not pay their student fees where ASUHWO falls under

Senator Reports

- ❖ Social Science Division
 - Attended the team bonding
 - Tabled during tea time

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- For initiative is thinking to start a voter registration drive

Assignment Reports

- ❖ Caucus Ambassadors
 - ❖ Caucus Ambassador Ramon A.:
 - Attended the team bonding
 - Tabled during tea time
 - Attended the career fair
 - October 19 is the next meeting at Manoa
 - For initiative has contacted the food system people and try to build communication with them
 - ❖ Caucus Ambassador Pearlana S.:
 - For initiative has made contact with Kekoa regarding the cap and gown
 - Emailed Leslie list of students
- ❖ Social Media Coordinator
 - Created Fall Special Election flyer
 - Added hours to the website
 - Added candidate profile to the website
 - Organized past documents on the website

Campus Committees

- ❖ Health, Transportation, and Technology (HTT) Committee
 - We have a meeting this Friday (10.11.19) at 10am in C247. Unfortunately, I won't be able to attend because I'm gonna be off island. If anyone could take my spot for this meeting, please let me know and I'll email you where we are at right now, and I'll let Ryan know. Thank you.
- ❖ Academic Grievance Committee
 - Committee will be meeting this week
- ❖ Commencement Committee
 - Next meeting will be on October 23

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- ❖ OER Committee
 - Will be meeting on Wednesday from 11:30am-12:30pm
- ❖ Senior Staff Committee
 - Pearlana will be attending the next meeting
- ❖ Faculty Senate Committee
 - Reminder to apply for FAFSA
 - October 28 is registration
 - We have our first registered nurse
 - Service animals are allowed on campus
 - Student Research symposium is on November 20
 - Fall retention rate is at 76.4%
- ❖ 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
 - Today at 3pm-4pm
- ❖ Gracious Spaces
 - No new report

Unfinished Business

- ❖ Reviewed [Meeting 20-006 To-Dos](#)
 - Went over the 20-005 To-Dos and transition the To-Dos that still needed to be done over to the 20-006 To-Dos.

New Business

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- ❖ Team Bonding Debrief
 - It went good
 - Try for a new team bonding around November 16
- ❖ October Tea Time Debrief
 - There should be at least two people there for set-up and breakdown
 - Take pictures
 - It went good

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
- ❖ 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
	Invite those who did not get elected to ASUHW O 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 ASUHW O	Before November
	Look into BOR meeting at UHW O to see if ASUHW O can be a part of it	Before November



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	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. (UHOWO Mala) to see how UHOWO 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
	Update minutes to Team Drive	10/3/19
	Monitor ASUHOWO email daily & send emails to appropriate Senate members	Throughout semester
	Send reminders for weekly office hours schedule	Weekly



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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
	Maintain website & social media (office hours, meeting & tabling schedule, photos, etc.)	Throughout semester
Ramon, Caucus Ambassador	Continue to work on initiative	Throughout semester
Pearlena,	Continue to work on initiative	Throughout



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Caucus Ambassador		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 Chair: Taimane - Cody	Write legislation (senate revision) for update of bylaws for Treasurer and Secretary positions	Before end of semester
	Write legislation for new positions	Before end of semester
	Call for meeting	Before next meeting

Meeting Adjournment at 1:05 PM

Motion: Cody R.



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Second: Taimane R.

Voting Record

VOTING RECORD FOR SENATE MEETING 20-007, APPROVAL OF AGENDA: TO APPROVE THE AGENDA FOR MEETING 20-007				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			Taimane Revolorio
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-007, APPROVAL OF AGENDA: MOTION TO MAKE THE AMENDMENT UNDER "NEW BUSINESS" FOR TOWN HALL MEETINGS				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			Taimane Revolorio
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-007, APPROVAL OF AGENDA: TO APPROVE THE MINUTES OF MEETING 20-006				
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Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			Taimane Revolorio
Cody Rex	X			N/A

VOTING RECORD FOR SENATE MEETING 20-007, TO ADJOURN THE MEETING AT 1:05 PM				
Name	Yay	Nay	Abstain	Vote by Proxy
Taimane Revolorio	X			N/A
Paige Pagaduan	X			N/A
Alyssa Cabingas	X			Taimane Revolorio
Cody Rex	X			N/A