



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

ASUHWO General Senate Meeting 20-016 on Tuesday, February 18, 2020 at 11:03 AM in the Naulu Center Conference Room.

Members Present

President, Sydney Millerd

Vice President, Alyssa Cabingas

Secretary, Paige Pagaduan

Treasurer, Gerald Mance

Junior Class Senator, Caton Liang

Business Administration Senator, Jenna Marie Marcos, tardy, arrived at 11:06 AM

Social Science Senator, Aleena Mabuti

Caucus Ambassador, Ramon Araujo, Jr.

Caucus Ambassador, Cody Rex, tardy, arrived at 11:06 AM

Student Life Coordinator, Rouel Velasco

Members Not Present

Senior Class Senator, Alyssa Neri, absent

Freshmen Class Senator, Cassandra Hardin, excused. Paige P. as proxy

Guests

N/A

Quorum

Yes

Open Forum Guests

N/A

Reading of Agenda

To approve the Agenda for Meeting 20-016

Motion: Alyssa C.

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Second: Gerald M.

Motion to make amendments to Minutes of Meeting 20-15

Motion: Gerald M.

Second: Alyssa C.

To approve the Minutes of Meeting 20-015

Motion: Gerald M.

Second: Alyssa C.

Internal Reports

President

- ❖ Met with a constituent about creating an African American History during my office hours on 2/5
- ❖ Emailed History Department to inquire on 2/6
- ❖ Been in communication with Dr. Cook about creating the course
- ❖ As of last, the plan is to hopefully have the course available next Spring
- ❖ Positives of waiting till next Spring:
- ❖ As a permanent course, we can fit it into our program, increasing the likelihood of having the numbers to fill it.
- ❖ It will appear in the course catalog for future students
- ❖ It will be easier to get general education designations (DH/WI/etc.) which will also help it fill
- ❖ It will get us a little more time to find a qualified instructor.
- ❖ It is permanent. Once it's permanent it will be much easier to keep it going and thus serve students better over the long term.
- ❖ I plan to meet with Dr. Cook to further discuss soon
- ❖ Attended ULEAD on 2/7
- ❖ Tabled for Tea Time on 2/10
- ❖ Drafted email blasts:

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- ❖ Apply for Spring 2020 ASUHW O General Elections email blast that was sent out 2/13
- ❖ Reminder for students to pay their student fees & get their ID validated (send out pending)
- ❖ Sent the mahalo email for Tea Time on 2/12

Vice President

- ❖ Tabled for Tea Time
- ❖ Contacted Wild Tiki for their laser tag bundle for team bonding - \$2,000
- ❖ ULEAD
- ❖ Sent out an email regarding office hours
- ❖ Received a reply from the Capitol - don't have a guided tour program, but suggested to get in contact with a district representative to see if they could accommodate, but waiting on reply
- ❖ Received email from Brient regarding a survey for the African American studies class - discuss with Sydney

Secretary

- ❖ Worked on and sent out minutes
- ❖ Changed the Senate Bill to a Senate Act
- ❖ Attended ULEAD

Treasurer

- ❖ Tabled for Tea Time
- ❖ Attended ULEAD
- ❖ Worked on budget documents
- ❖ Polo shirt update
 - 12 shirts have been ordered

Advisors

- ❖ Polo shirts have been shipped
- ❖ CSO Collab next week Monday

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- Will be going over...
 - Hoopili Hou
 - West Fest on 4/1
 - Commencement
 - Grad Fest, 3/11
- ❖ Talk to Briant about considering to be the Sophomore Class Senator position
- ❖ Will be traveling on March 5-6 and March 16-20

Standing Committee

- ❖ Budget and Finance
 - Went over budget and how to keep track of budget with new members
- ❖ Activities
 - Reached out to Caton and Cassie to have meetings on Wednesdays
 - Will work on what kind of food we want to pass out during elections
- ❖ Legislative
 - Changed positions for Executive Board
 - Rewrote Caucus and Secretary position
 - Revised Senator roles
- ❖ Ad Hoc Committee
 - Elections Committee
 - Sent out an email listing of calendar dates
 - Pulling names of students
 - If you are running again you cannot table during event
 - Transition Committee
 - No new report

Senator Reports

- ❖ Senior Class
 - Worked on initiative
 - Attempting to draft a resolution to appropriate funds to feed 50 people for Earth Day 2020

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- Being in contact with people regarding Earth Day
- Tabled at Tea Time
- Completed office hours
- ❖ Junior Class
 - Attended ULead
 - Tabled at tea time on the 10th and 11th of February
 - met with Dr Taketa to discuss initiative
- ❖ Freshmen Class
 - I have started my timeline for my senator initiative and it will be done by this week.
 - I will be part of the short term program again this month for the Japanese students until March.
 - I have attended the Someone Loves You Beary Much event to support SAFB and it turned out to be very successful.
 - I plan to be volunteering for the Splash Bash, which will happen in March.
 - I am considering renewing my ASUHWO term and expanding my role as an ISC student.
- ❖ Business Administration Division
 - Tabled at Tea Time
 - Met with Gerald
 - Worked on initiative
 - Waiting on people who have done it before to get back to her
 - Looking to hold workshop on March 3 or 17
 - Working with Katie Landgraf
 - If held workshop, would like to provide refreshments
 - Discussed maybe researching about Snap
- ❖ Social Science Division
 - Tea Time Tabelaing February 2/10 and 2/11 (didn't sign up for 2/11 because I had planned to meet up with Rouel to discuss initiative ideas). But I did work Tea Time around 9:30AM on the 11th with Gerald, Caton, Jenna, and Cody.
 - Discussed initiative idea with Rouel and begun researching what UHWO had

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promised to its students for distance learners and begun formulating questions for the division chair of the social sciences/psychology department Louis Herman (which will be further discussed before any further action is taken)

- Have yet to speak with Kealohi Perry about the issue about in-person classes further and get more information since she is out of the office and only returned yesterday (2/17/20)

Assignment Reports

❖ Caucus Ambassadors

- Caucus Ambassador Ramon Araujo Jr.
 - Had a successful day at the legislature lobbying Sens. and Reps. on the issue of Mental Health and HI Promise Scholarship
 - Current feel for our priorities is that we will not get all 19 Mental health professionals UH is asking for but will get more than the 6 the Gov. put in the budget. As for HI promise scholarship it seems like HB2250 which extends scholarship to 4 years but only for certain majors
 - Had our Caucus Meeting on Sat. the 15th of Feb
 - Helped write UHSC Resolution 02-20 pertaining to the creation of a student emergency fund
 - Resolution 02-20 approved 6-0-3
 - Working with Cody to plan a Testimony writing workshop ASAP
 - Talked with Cody about inviting legislators to campus
- Caucus Ambassador Cody Rex
 - Discussed about lobbying
 - Will reach out to Lesilie about initiative

❖ Social Media Coordinator

- Posted for election
- Thursday will be doing the headshots from 12PM-2PM
- Updated office hours

Campus Committees

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- ❖ Health, Transportation, and Technology (HTT) Committee
 - Next meeting will be on February 21 @11AM
- ❖ Academic Grievance Committee
 - No new report
- ❖ Commencement Committee
 - Gown rental information
 - Joining Career service and student life for grad fair for opportunity to promote cap and gown rental
- ❖ OER Committee
 - Next meeting will be on February 26
- ❖ Senior Staff Committee
 - Meeting is Tomorrow, February 19
- ❖ Faculty Senate Committee
 - UH System Scholarship Applications due 3/2
 - Spring 2020 Commencement on 5/9
 - Graduate & Professional School & Commencement Fair 3/11
 - Opportunity to promote ASUHW O Cap & Gown Initiative
 - 2 resolutions passed:
 - 1) Credit By Examination
 - Resolved, That the University of Hawai'i - West O'ahu participate in the
 - Credit-by-Examination agreement between the University of Hawai'i -
 - West O'ahu and Public and Private Schools whose students have
 - successfully completed Advanced Placement (AP), International
 - Baccalaureate (IB), Project Lead The Way (PLTW), and other College
 - Level Examination Programs (CLEP) as published in the early college
 - credit by University of Hawai'i- West O'ahu exam score requirements for
 - the appropriate academic year.
 - Proposed to include PLTW as a means of credit-by-exam
 - 2) College-Credit Equivalency Program (CLEP) Testing
 - Resolved, that students who earn a score of (50) or higher on CollegeBoard CLEP
 - exams will earn course credit for the relevant approved course.

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- Resolved, that the transfer credit will fulfill prerequisite requirements of a C or higher; and be it further
- Resolved, that this policy shall be posted in the UHWO General Catalog and the UHWO web-site.
- Proposed to accept CLEP scores of 50 or higher (equivalent to a C or higher) to standardize "transfer credits" (transfer credits from other institutions require C or higher)
- The 2 resolutions enhance UHWO's openness & inclusivity
- ❖ Aloha 'Aina Committee
 - Earth Day is on April 22
- ❖ UHWO Art Committee
 - January there will be a meeting with an art museum
- ❖ Compliance Hui Committee
 - 1 billion rising event
- ❖ Student Affairs
 - No new report
- ❖ Task Force Housing Committee
 - No new report

Other

- ❖ CSO Collab
 - Next meeting will be February 24
- ❖ Gracious Spaces
 - Chancellor said that they are working on scheduling a workshop for either March or May

Unfinished Business

- ❖ Reviewed [Meeting 20-015 To-Dos](#)
 - Went over the 20-015 To-Dos and transitioned the To-Dos that still needed to be done over to the 20-016 To-Dos.

New Business

- ❖ Admitted Students Open Houses: Student Panelist

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- Will discuss about your experience as a college student
- For students who are thinking about attending UHWO
- March 7 @10:15AM-11AM, Gerald will be attending
- April 2 @6:15PM-7PM, Jenna will be attending
- ❖ February Tea Time Debrief
 - Lower turnout due to bad weather
 - 7 people showed up
 - A student brought up a concern about having better advertisement around campus
- ❖ Review of Cash Award Requirements (per [by-laws](#))
 - Required events to attend
 - March Tea Time
 - Team Bonding
 - Night Owl Nook

Announcements and Open Forum

- ❖ Save the Dates
 - See Google Calendar
 - **BOR Meet & Greet Breakfast (Executive Board & CAs): Thursday, February 20, 2020**
 - Time: 8:30am - 9:15am
 - Location: C225
 - **Headshots with Mellissa: Thursday, February 20, 2020**
 - Time: 2:00pm - 4:00pm
 - Location: ASUHWO Office
 - **CSO Collab: Monday, February 24, 2020**
 - Time: 3:00pm - 4:00pm
 - Location: Student Life Center
 - **Honolulu Hale Tour: Tuesday, February 25, 2020**
 - Time: 10:00am - 12:00pm/1:00pm
 - Location: Honolulu Hale
 - **General Meeting: Tuesday, March 3, 2020**
 - Time: 11:00am - 1:00pm

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■ Location: Naulu Center Conference Room

- ❖ Reminders
- ❖ Members To-Dos

MEMBER	TO-DO	DUE DATE
Sydney, President	Continue to work on African American History course addition	ASAP
	Draft email blast to remind about Spring 2020 General Election candidate application deadline	3/13/20
	Draft email blast to remind students to vote in Spring 2020 General Elections	4/9/20
Alyssa C., Interim VP	Inquire about parking for Honolulu Hale tour	ASAP
	Figure out if we will do a State Capitol tour	ASAP
	Send reminder & details about tour(s)	2/24/20
	Check on senator initiative progress	Open
	Organize a team bonding activity	Open
Paige, Interim Secretary	Send out minutes no more than 5-business days after meeting	2/25/20
	Update minutes & legislative documents (bills & acts) to drive & work with Cody to update to website	ASAP
Gerald, Treasurer	Assist in purchasing special treat to serve for Spring 2020 General	Per Activities Committee

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	Elections tabling/Tea Time	
Alyssa N., Senior Class Senator	Find out difference between Aloha Aina Committee & Aloha Aina Club	ASAP
	Continue to work on initiative	Open
Caton Liang, Interim Junior Class Senator	Continue to work on initiative	Open
Cassandra, Freshman Class Senator	Continue to work on initiative	Open
Jenna Marie Marcos, Business Admin Senator	Continue to work on initiative	Open
Aleena Mabuti, Interim Social Sciences Senator	Continue to work on initiative	Open
Ramon, Caucus Ambassador	Continue to work on initiative	Open
Cody, Interim Caucus Ambassador	Contact Leslie regarding Cap & Gown Initiative at Grad Fest	ASAP
	Update agendas, minutes, & legislation	ASAP

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& SMC	to website	
	Assist Rouel in elections promotions (post flyers in classrooms, bulletin boards, screens)	Per Rouel
	Continue to work on initiative	Open
Rouel, Advisor	Work with Cody to prepare for elections promotions	2/10/20

❖ Committee To-Dos

COMMITTEE	TO-DO	DUE DATE
Budget & Finance Chair: Gerald - Alyssa N. - Jenna	Discuss research and development per by-laws	Before next meeting
	Call for meeting	Before next meeting
	Shop for office supplies	Open
Activities Chair: Paige - Cassie - Caton	Decide on special treat to serve for Spring 2020 General Elections tabling/Tea Time (may need Food Establishment Permit)	Before next meeting
	Organize & condense swag items in office	Before next meeting
	Plan for March Tea Time (shift sign-up sheet, iPad reservation, etc.)	3/6/20
	Call for meeting	Before next meeting



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Legislative Chair: Alyssa C. - Cody - Aleena	Clearly define & share with Senate the edits made to bylaws that will be voted on next meeting	ASAP
	Write legislation (senate revision) for update of bylaws for Treasurer and Secretary positions	Before end of semester
	Write legislation (senate revision) for new positions	Before end of semester
	Call for meeting	Before next meeting

Meeting Adjournment at 12:38PM

Motion: Gerald M.

Second: Jenna Marie M.

Voting Record

VOTING RECORD FOR SENATE MEETING 20-016, APPROVAL OF AGENDA: TO APPROVE THE AGENDA FOR MEETING 20-016				
Name	Yay	Nay	Abstain	Vote by Proxy
Alyssa Cabingas	X			N/A
Paige Pagaduan	X			N/A
Gerald Mance	X			N/A
Alyssa Neri				N/A
Caton Liang	X			N/A

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Cassandra Hardin	X			Paige P.
Jenna Maria Marcos	X			N/A
Aleena Mabuti	X			N/A

**VOTING RECORD FOR SENATE MEETING 20-016, APPROVAL OF AGENDA:
MOTION TO MAKE AMENDMENTS TO MINUTES OF MEETING 20-015**

Name	Yay	Nay	Abstain	Vote by Proxy
Alyssa Cabingas	X			N/A
Paige Pagaduan	X			N/A
Gerald Mance	X			N/A
Alyssa Neri				N/A
Caton Liang	X			N/A
Cassandra Hardin	X			Paige P.
Jenna Maria Marcos	X			N/A
Aleena Mabuti	X			N/A

**VOTING RECORD FOR SENATE MEETING 20-016, APPROVAL OF AGENDA:
TO APPROVE THE MINUTES FOR 20-015**

Name	Yay	Nay	Abstain	Vote by Proxy
Alyssa Cabingas	X			N/A

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Paige Pagaduan	X			N/A
Gerald Mance	X			N/A
Alyssa Neri				N/A
Caton Liang	X			N/A
Cassandra Hardin	X			Paige P.
Jenna Maria Marcos	X			N/A
Aleena Mabuti	X			N/A

VOTING RECORD FOR SENATE MEETING 20-016, TO ADJOURN THE MEETING AT 12:38PM				
Name	Yay	Nay	Abstain	Vote by Proxy
Alyssa Cabingas	X			N/A
Paige Pagaduan	X			N/A
Gerald Mance	X			N/A
Alyssa Neri				N/A
Caton Liang	X			N/A
Cassandra Hardin	X			Paige P.
Jenna Maria Marcos	X			N/A



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Aleena Mabuti	X			N/A
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