



# The Associated Students of the University of Hawai'i'-West O'ahu 9<sup>th</sup> Senate of Kapolei

**Agenda for General Meeting 21-0017**

**Date of Meeting: Thursday, February 11, 2021 4:00 pm - 6:00 pm via Zoom**

## 1. Call to order: 4:02pm

## 2. Roll Call

Absent	Excused	Tardy	Present		<b>Executive Board</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>President</b>	Caton Liang
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Vice President</b>	Kulanui Perez
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Secretary</b>	<b>Vacant</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Treasurer</b>	Suzy Johnson
Absent	Excused	Tardy	Present	<b>Constituency</b>	<b>Senators</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Senior Class</b>	<b>Vacant</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/> e	<input type="checkbox"/>	<input type="checkbox"/>	<b>Junior Class</b>	Brient Hutchinson
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Sophomore Class</b>	Cassandra Hardin
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> h	<b>Freshman Class</b>	Jas Carino
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Creative Media</b>	Mika Briones
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Business Administration</b>	Cami Malalis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Education</b>	Michelle Gabriel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Humanities</b>	<b>Vacant</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Math and Science</b>	Kylie Matsuda
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Public Administration</b>	Kaylee Torres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Social Sciences</b>	<b>Vacant</b>
Absent	Excused	Tardy	Present	<b>Assignments</b>	<b>Ambassadors</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>DE Hawaii Island Representative</b>	<b>Vacant</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>DE Maui County Representative</b>	<b>Vacant</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>DE Kauai Representative</b>	<b>Vacant</b>

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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> h	<b>Student Caucus 1</b>	Taylor Ann Okimoto
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Student Caucus 2</b>	<b>Vacant</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> h	<b>Social Media Coordinator</b>	Nicole Williams
	<b>1</b>		<b>12</b>	<b>TOTAL:</b>	13
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> h	<b>S.L. Coordinator</b>	Rouel Velasco
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Faculty Advisor</b>	<b>Vacant</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Asst. Faculty Advisor</b>	<b>Vacant</b>

**3. Establish Quorum**

3.1 Quorum Established?

yes

**4. Open Forum Guest**

yes Samuel Jones

**5. Approval of Agenda and Minutes**

5.1 Agenda for Meeting 21-0017

Motion: Kulanui

Second: Suzy

Vote: unanimous Aye

5.2 Minutes for Meeting 21-0016

Motion: Michelle

Second: Kylie M.

Vote: Aye unanimous

**6. Internal Reports**

6.1 President

in contact with chancellor

scheduled meetings with ASUHWO will have people come to give presentations

drop in with senators office hours, help with activities committee

6.2 Vice President

met with rouel, transitioning to vp and kylie to secretary, will be emailing

everyone during my office hours tomorrow, closing out my role as

secretary

6.3 Secretary **N/A**

6.4 Treasurer working on ordering tshirts, emails, filling out forms,

corresponding with rouel and kelly, attended business model meetings

6.5 Advisors

we're a third way through the semester, CSO collab meeting, Serving on pueo

work group committee with kaylee and scheduled future meetings,

forwarded appropriate names to each campus wide committee, met with

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legislative committee, any work in senate should be uploaded to ASUHWO folders in the ASUHWO Drive.

#### 6.6 Standing Committee Reports

##### 6.6.1 Budget & Finance

met on Nov.4th went over scholarships for students, paying for 2 three credit courses and \$500 scholarships, coming up with a questionnaire. went over ASUHWO awards student incentives and promotional items. got in touch with nicole to make a flyer to promote our social media sites, thinking of contests with prizes, \$20 gift cards, hydroflasks and headphones. still brainstorming the ideas.

##### 6.6.2 Activities

met with brient to come up with the Black History Month Film Festival it will go on for two days on Feb 17th and 24th wednesdays on 6pm to 8pm the first day will be short films and a kahoot the second day will be airing the 13th a film about the 13th amendment. Brient will be hosting.

##### 6.6.3 Legislative

worked on going over our roles within the committee and cleaning up the constitution, how we can promote civic engagement

#### 6.7 Ad Hoc Committee Reports

##### 6.7.1 Elections Committee **N/A**

##### 6.7.2 Transition Committee **N/A**

#### 6.8 Senators Reports

##### 6.8.1 Senior Class **N/A**

##### 6.8.2 Junior Class

discussed with caton about hosting movie nights for african american history month, began drafting PLA initiative and resolution, met with Rouel about work group committee, met with Dr. Compoc about African American history course, attended first work efficiencies work group, worked with compoc about newspaper, attended legislative meeting, attended activities committee meeting, and attended CSO meeting

##### 6.8.3 Sophomore Class

A new initiative is being written, which is talking about a new program called the Food E-Distribution program. This provides gift cards to students who demonstrate financial need during the pandemic.

I was part of the CSO Collaboration and we discussed the budget shortfall. We shared about ideas we can use to help other CSOs.

I am currently writing up an email draft for my initiative and plan to send the email once it receives approval.

#### Program Reports

I have met up with Rouel for a Commencement meeting, even though I was unable to make it due to tutoring for Math 115.

I have attended activities committee meeting and we were talking about the African American Festival as well as the movies playing it. We are planning on having Brient host the event and have it for two days.

##### 6.8.4 Freshman Class

attended Budget and finance meeting and updated office hours

##### 6.8.5 Creative Media Division

- held my office hours on Tuesday/Thursday

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- I answered emails, updated my log
- Haven't had any traction on initiative, will meet with people and continue to update it

#### 6.8.6 Business Administration Division

Friday 29th: Office Hours/Brainstormed Research for initiative

Monday 1st: Office hours/ Meeting With Rouel, working on initiative

Friday 5th: Office hours/ communicating with Loea about initiative

Monday 8th: Office hours/ answering emails and working on initiative draft

Tomorrow: Meeting with Loea to coordinate events w the career fair

#### 6.8.7 Education Division

Replied to Suzy's email about student outreach

Replied to Caton's email about passing ideas to HTT committee

Emailed HTT committee about Caton's ideas

Attended Legislative meeting

read up on Student policies to understand how everything works

#### 6.8.8 Humanities Division **N/A**

#### 6.8.9 Math and Science Division

In the past two weeks since our last general meeting I have done office hours, met with Rouel to discuss the available secretary position, worked with Brient and Glenniss Akamine on an initiative to raise awareness and expand the PLA program here at UHWO, attended a budget and finance meeting, and started familiarizing myself with Google Drive (in preparation for if I end up assuming the secretary position).

#### 6.8.10 Public Administration Division

office hours, brainstorming second initiative updated it in google drive, missed budget and finance meeting but checked out the meeting notes

#### 6.8.11 Social Sciences Division **N/A**

#### 6.9 *Assignment Reports*

#### 6.9.1 DE Hawaii Island Representative **N/A**

#### 6.9.2 DE Maui County Representative **N/A**

#### 6.9.3 DE Kauai Representative **N/A**

#### 6.9.4 Caucus Ambassadors

#### ● **Held Office Hours ( 2/3/2020, 2/4/2020, 2/10/2020, 2/11/2020)**

- Checked Emails
- Updated senate hour log
- Worked on tasks for caucus sub committee and legislative committee

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- **Attended Legislative Committee Meeting (2/8/2020)**
  - I stated I was interested in looking into the UHWO student grievances procedure and civic engagement
    - Looked into the student grievances procedure, read the pdf. Document of the formal procedures
- **Worked on Caucus Report**
  - Next Caucus Meeting is this Saturday 2/13/2020 from 10AM-5PM
    - If you have anything you want me to add into the report let me know

#### 6.9.5 Social Media Coordinator

posted flyers for black history month, contacted members about updating their hours, email suzy about card template

#### 6.10 Campus Committees Report

- Academic Grievance Committee

learned more about the grievance process and how it can be reworked

- Health, Transportation and Technology (HTT) Committee

passed along catons idea about bus pass program for low income students to meet the need of resource insecure students, accessibility ramps in the parking lots, adding bus stops throughout the campus, please send in any more ideas. should we have wiki bikes on campus? more bu-ike and motorcycle parking on campus.

- Commencement Committee

April is the deadline, purchasing needs a bill to present to the senate

- OER Committee

Haven't been to meeting yet

- Compliance Hui Committee

N/A

- Senior Staff Committee

Havent attended meetings yet but did get sent notes: school is getting vaccines it will be distributed in tiers, faculty being tier one and students tier 2. Campus center and library was damaged during high winds and need fixing, will be reducing amount of in person classes

- Faculty Senate Committee

talked about vaccinating students, wanted to talk about academic grievance with doctor leslie lopez, start an academic grievance committee using law society club, will look into getting someone to represent us in those meetings gave a report on ASUH

- Student Affairs

N/A Mikaela Briones

- Task Force Housing **N/A**

#### 6.11 Other

- CSO Collab

michelle from the Hoot newspaper will be using our discord since they do have a channel to utilize.

- Gracious Spaces

- PUEO Work Groups

## 7. Unfinished Business

## 8. New Business

### 8.1 Appointment of Secretary

kylie Matsuda to be appointed as secretary

Motion: Suzy

Second:Kulanui

Vote:aye unanimous

### 8.2 Spring appointments

math and sciences now needs an appointment

will start a campaign

caton, kulanui and rouel have been working on a message and application for the positions and will be posting them pending th google form feature to submit their resume. hoping to get it out this weekend and have appointments by the 25th. will have them do a talk story and make the appointments at the february 25th meeting.

### 8.3 General elections & calendar

caton sent it out to everyone in email GENERAL ELECTIONS AND TRANSITIONS CALENDAR, the process for next years senate. candidates to run and serve for next years senate. Application due march 22nd. part of transitions is to upload your documents. complete transition sheet.

### 8.4 Student concern about Laulima

Taylor Ann & Michelle will look into this issue

## 9. Announcements and Open Forum

**Open Forum:** Samuel Jones: Upcoming event TIP Talk (teach interpret practice), monthly meeting, March is women's rights, April is indigenous people's rights. Sam wants our help to promote this event. He has speakers from NAACP and other community groups as panelists. Let people know their stories are heard, not isolated, and each month is a new topic. Flyer will be emailed. Wants us to attend if possible. Next event is February 24 3-4 PM (info on flyer, panelists will be posted later).

### 9.1 Save the Dates:

General Meeting 21-0018, February 25th, 2021, 4pm-6pm, Title IX w/ Director Bev from UHWO compliance/title IX to give presentation and solicit feedback about title IX changes.

April 8- general meeting with associate vice chancellor of academic affairs, presentation and feedback about accreditation for UHWO

February Black History month film festival (17<sup>th</sup> and 24<sup>th</sup>) from 6-8 PM on discord

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Business Model Meeting Fri 2/12/21 1:30 PM– will email us to explain what business model is and allow for feedback and opportunity for us to send in questions.

9.2 Reminders:

9.3 Member To-Dos:

9.4 Committee To-Dos:

## **10. Adjournment**

Motion: Suzy

Second: Cameron

Meeting Adjourned: 5:22pm

Aye: Unanimous