



The Associated Students of the University of Hawai'i-West O'ahu 9th Senate of Kapolei

Agenda for General Meeting 21-0022

Date of Meeting: Thursday, April 22nd, 2021 4:00 pm - 6:00 pm via Zoom

1. Call to order: 4:05 pm

2. Roll Call

Absent	Excused	Tardy	Present		Executive Board
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	President	Caton Liang
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vice President	Kulanui Perez
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Secretary	Kylie Matsuda
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Treasurer	Suzy Johnson
Absent	Excused	Tardy	Present	Constituency	Senators
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Senior Class	Vacant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Junior Class	Brient Hutchinson
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sophomore Class	Cassandra Hardin
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Freshman Class	Jas Carino
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Business Administration	Cami Malalis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Creative Media	Mikaela Briones
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Education	Michelle Gabriel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Humanities	Vacant
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Math and Science	Aiga Ale
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Public Administration	Kaylee Torres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Social Sciences	Coralann Garcia
Absent	Excused	Tardy	Present	Assignments	Ambassadors
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DE Hawaii Island Representative	Alan Iwasaki
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DE Maui County Representative	Vacant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DE Kauai Representative	Vacant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Student Caucus 1	Taylor Ann Okimoto
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Student Caucus 2	Vacant

General Meeting 21-0022

Agenda Approved on 4/22/21 by the 9th Senate of Kapolei.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Social Media Coordinator	Nicole Williams
				TOTAL:	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	S.L. Coordinator	Rouel Velasco
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Faculty Advisor	Vacant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Asst. Faculty Advisor	Vacant

3. Establish Quorum

3.1 Quorum Established? Yes

4. Open Forum Guest

4.1 Jesse Mikasobe-Kealiinohomoku - Aloha 'Āina Service Club

- Land base knowledge for local and global day
- Teaching Mālama Aina and Aloha 'Āina Concepts
- Taking of UHWO School's garden
- Seeking funds for new equipment and garden materials
- Tools to aid with projects at the Hale and for taking of the garden

5. Approval of Agenda and Minutes

5.1 Agenda for Meeting 21-0022

Motion: Kulanui

Second: Suzy

Vote: Unanimous Aye, No Nay

5.2 Minutes for Meeting 21-0021

Motion: Coralann

Second: Kulanui

Vote: Unanimous Aye, No Nay

6. Internal Reports

6.1 President

- April 9, 2021 attended Academic Grievance Review Committee meeting
- Quorum was not established, meeting ended early, reschedule meeting to April 23, 2021
- April 9, 2021 attended Faculty Senate meeting, give a report on ASUHWO
- April 14, 2021 attended CSO Collab hosted by Adv. Rouel, with other peers and other CSO committee members
- April 21, 2021 attended Senior Management meeting, highlight from VC Alan Rosenfeld Accreditation Presentation
<https://westoahu.hawaii.edu/academics/surveys>

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<https://www.wscuc.org/>

<https://nsse.indiana.edu/nsse/>

- April 2021, 2021 attended Sexual Abuse Awareness Event hosted by Compliance Hui

6.2 Vice President

- April 2021, 2021 attended Sexual Abuse Awareness Event hosted by Compliance Hui
- Meet and worked with Sen.Brient & Pres.Jesse from Aloha 'Āina in regards for the Aloha 'Āina bill
- Attended Heerf meeting
- Will be sending out Peer Reviews tonight 4/22/21, need everyone to fill out form ASAP.
- Everyone at ASUHWO must ensure to place their hours in on the doc today 4/22/21.
- ASUHWO members placing all material items in specific and designated folders. (Friendly reminder)

6.3 Secretary

- Office hours
- Updating Pueo Parents on Discord
- Codified bills and resolutions from the last weekend
- Created document for everyone to use as daily journals to keep up with their senate work
- Reached out to individual senators to offer help with filling out their initiatives
- Attended budget/finance meeting

6.4 Treasurer

- Attended Executive meeting
- Adv. Rouel communicated with Tres.Suzy about posting award Posting of award nominees on Laulima, social media was not enough
- Received correspondence from Michelle, Kulanui, Brient
- Scheduling a Budget and Finance meeting

6.5 Advisors

- Final week of instruction by April 26, 2021 is week 16
- Some finals have began earlier than anticipated
- Student Activities Feedboard did Earth Day event, some members picked up items from event, & provided knowledge of Mālama The 'Āina
- Next week The Surf vinyls announcement
- Following up with emails and correspondence with various ASUHWO members.
- Collaborated extensively with Sect. Kylie and Sen. Brient with information in regards of Pueo Gaming t-shirts and working with Suzy on generating fiscal docs
- Working with Sen. Cassandra and Lesile O. from Commencement Committee Fiscal documents for May 8th Commencement Drive

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- Through
- Extending if anyone would like to volunteer for Commencement Drive Through and to spread word for more volunteers from 12:00 PM - 6:00 PM, not part time (full time) for set up
- Serving Heerf Committee
- Assisting with resolution with Sen.Michelle and CA.Taylor
- Friendly reminders to members at ASUHWO about new/in process initiatives
- Next April 28, 2021, Life Advising Group Across Hawai'i Colleges and Universities host annual conference
- Next Wednesday, April 28, 2021 to 3:00 PM - 4:30 PM the event named Ho'oil Pele Mau, student leadership workshop, focusing on documenting information and helping student leaders build their resumes
- May 14th, 2021, (11:00 AM - 12:30 PM) week after finals week, professional development day, *Aloha Response WorkShop*, how we can better improve our transaction
- Creating new budget writing/help incoming new 10th Senate, right after finals week, and business office requires budget writing
- June will have more training workshops, training old and new senate members
- Some vacancies can be filled/need to still go through Fall semester

6.6 Standing Committee Reports

6.6.1 Budget & Finance

- Did make qroum but set up meeting
- Updating Kylie and peers about Executive Committee

6.6.2 Activities

- No meeting, will schedule next one for next Tuesday evening

6.6.3 Legislative

- Members could not meet up, rescheduled, decided that working draft of ByLaws could be transition to the 10th Senate, for the next year Senate members to work on.
- Next years VP need to continue to do this

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

- Attended 5th Work Efficiencies Group. Looking over other group sub teams recommendations set up in the business model format and continuing to format our recommendations.
- Communciated with Vice Pres Kulanui and Sec Kylie in regards of the passing and codification of the Pueo Gaming bill.

General Meeting 21-0022

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- Worked with Vice Pres Kulanui in regards for funds asked from Alona 'Āina Meet up with sub team #1 in Work Efficiencies to continue to finalize and format our recommendations and to prepare for the next group meeting.
- Continue to email and communicate with Adv. Rouel about process of picking up, packaging, and mailing shirts.
- Updating and placing African American History Course BE IT RESOLVED STATEMENTS Task into Transition Folder for upcoming 10th Senate
- April 2021, 2021 attended Sexual Abuse Awareness Event hosted by Compliance Hui.

6.8.3 Sophomore Class

- Received final ASUHWO member photos commencement cards, have been completed and sent
- Collaborated with SMC. Nicole in the making of the finalized design of the cards
- Attended to TikTok Wednesday
- Attended workshop on Wednesday about Minority Health Month
- Attended Club Rush
- April 2021, 2021 attended Sexual Abuse Awareness Event hosted by Compliance Hui.

6.8.4 Freshman Class

- **N/A**

6.8.5 Business Administration Division

- Held office hours, worked on initiative drafts, attended Compliance Hui event and meeting, answered discord and emails.
- Emailed Professor Keaunui to get approval for scripts, Got script #1 approved, worked on script #2, pending approval, met with senator Kaylee to discuss progress on our initiative.
- Attended Compliance Hui Meeting and "The mask you live in" event. We discussed upcoming events and how to engage more students for sexual awareness month.

6.8.6 Creative Media Division

- Held office hours, past two weeks on Tuesday/Thursday
- Met with the committee on 4/22
- They are working on TXT0 (a way to have reading materials for classes for free)
- Working on upcoming workshops
- Budget and Finance Committee: (missed it), but met up last Friday

6.8.7 Education Division

- Meeting with Taylor on resolution
- Organizing Documents
- Attended HTT Meeting
- Created Resolution and sent it to execs to present at next meeting

6.8.8 Humanities Division

- **N/A**

6.8.9 Math and Science Division

- **N/A**

6.8.10 Public Administration Division

- Held Office Hours, attended Compliance Hui Event, Met with Cami to talk about Initiative #2, worked on my transition papers including next steps for initiatives, Fair Housing Seminar - Legal Aid Society.
- Went over scripts with Cami to send out to Professors who will be participating.
- Attended "The Mask You Live In" Event for Sexual Assault Awareness Month.
- Watched a 30 minute clip of an hour long video and had a panel discussion afterward about ultimately how we can take the proper steps in the right direction for getting to the root of Sexual Assault & Violence based on personal testimony and statistics and concluding that educating and helping young boys understand from an early age that what it means to "be a man" is more than the gender bias ideas that has been drilled into them. Everyone gave great input.

6.8.11 Social Sciences Division

- Completed office hours
- Reach out to Math & Sciences senator Aiga about collaborating with initiative, in regards to sending out flyers about Internships opportunities
- Beneficial for Social Sciences major, still awaiting from Aiga
- Submitted General Education Summer Institute Program, can represent ASUHWO.

6.9 *Assignment Reports*

6.9.1 DE Hawaii Island Representative

- Please refer to HEERF/CRRSAA section

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 (4/14/2021, 4/15/2021, 4/21/2021, 4/22/2021)
- Checked Emails
- Updated senate hour log
- Created my report for the general meeting
- Worked on resolution with Michelle
- **Worked on Resolution w/t Michelle (4/18/2021)** Helped Michelle with the wording and looking over the whereas and be it resolved
- Speaking with **Dr. Punihei Lipe** at May 8th UHSC meeting about the Campus Climate Committee

Attended UH Caucus Meeting (4/10/2021) Looking for a at least one student representative for supporting undocumented students sub-committee - [website](#)

[General Education Institute - July](#)

Application open for students until April 19

Application on this [page](#)

RP2.203 To Establish Formal Procedures For Student Government

Consultation On the Evaluation of The President

Was approved and is supported by caucus

[Sustainability Education Policy Resolution](#)

Was Approved and is supported by UH Caucus

6.9.5 Social Media Coordinator

- 4/12: Created a post for social media regarding General Elections Voting Period.
- 4/13: Edited the asuhwo website with Taylor's updated office hours, promoted compliance hui event on ig/fb, sent emails to the senate members regarding grad cards.
- 4/14: Managed social media accounts, worked on mini flyer to promote the IRR Report on Social Media.
- 4/15: Emailed Suzy a spreadsheet regarding the responses for the ASUHWO Awards and managed social media accounts.
- 4/19: Replied to emails regarding PUEO gaming thank you card and graduation cards. Managed social media accounts.
- 4/20: Worked on 2021 Graduation Cards
- 4/21: Worked on 2021 Graduation Cards, emailed Cassie the final grad cards, and answered emails.

Facebook: (April 15-21)	Instagram: (since April 9-21)
Post Reached - down 25% (total 110 people reached)	Total followers - 427 (stayed the same)
Page Views - down 51% (total of 18 views)	Accounts Reached - 149 account (-46.8%)
Page likes - up 33% (4 likes)	Content Interaction: 84 interactions
Page follow - up 33% (4 followers)	- Post interactions: 84 interactions (total of 52 likes, 30 shares, 1 saves)
Post with the most reach and engagement were:	Most liked post was the IRR promotional post. They all did well engagement wise too. The General Elections Votig post received the most shares
- Talk story with ASUHWO Senate candidates	

6.10 Campus Committees Report

- Academic Grievance Committee

- Reviewed policies

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- Had meeting another meeting right after Friday
- Did not establish quorum
- Reviews of Academics processes and Academic process cases
- 1st step student has a conversation with their instructor
- 2nd step If student not satisfied with changes, student can go straight to division chair, invitation, and meeting can be arranged between student and instructor.
- 3rd step student can file a complaint.

- Health, Transportation and Technology (HTT) Committee

HEALTH BUDGET

- Transportation budget, since no one is coming, money is stagnated
- Rent vans, hire drivers, can be hybrid
- Purchase our own vans, can be under UH Manoa, they will be in charge of maintenance
- Find new shuttle drivers
- Making a new training program
- Have more golfcarts, would be around \$20K in state, and out of state is \$7K
- Reducing the U-Pass cost
- Beaky Bikes to be installed
- Look into other campus on how they do their own bus pass
- Ramp Idea, where would it be best to place ramps in the parking lots
- Another idea, build another bus by the upcoming new train station, have to coordinate with bus company of where to place bus stops.

HEALTH BUDGET

- Losing health specialist, want to expand on health services, making a clinic on campus, TB test, influenza, and COVID-19 test shots, should be covered by health fees.
- Who would exactly would pay for online and in-person services
- More people to take Yoga classes
- Piku Funds, Gym may open, more outside activities
- Only hybrid students pay for health fee, online students do not pay this fee

TECHNOLOGY BUDGET

- More computer monitors
- More additional student employees
- Making Hotspots available, but how can get it within budget
- The CARES money, could go for hotspots
- \$30K for making workspace on the second floor of library

In General

- Want more student voices
- More advertisements about the HTT committee
- Better ways to get cash awards
- ASUHWO members serving on HTT budget, will they get cash awards from ASUHWO and HTT. (IN THE TALKS)
- There needs to be an application process
- HTT needs to create advertisements, not only hand-selected from employees, staff, and ASUHWO, but making it more inclusive.

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- Commencement Committee
 - Finalized designs of commencement cards have been sent out
 - Leslie Opulauoho has taken care of the fiscal documents
 - Purchase of other decorations and banner frame still needs to be purchased
 - Contact Advs. Rouel if you would like to volunteer from May 8th, 2021 12 PM - 6 PM for Commencement Day/Drive Through

- OER Committee
 - TX reading material for classes to be free
 - More advisetisement of this
 - Next meeting is next month

- Compliance Hui Committee
 - Sexual Violence Awareness Month
 - Addressing the gender bias, toxic masculinity, how males can change their ways,
 - More upcoming meetings

- Senior Staff Committee
 - Senior Management yesterday, VC Alan Rosenfeld report about Accreditation Presentation.
 - VC Alan Rosenfeld holding Town Hall Virtual Meet, Carefunds, loan forgiveness.

- Faculty Senate Committee
 - April 9th, 2021 after Grievance Committee meeting
 - Old resolution 2008 - 01, reviewing it, obsolete resolution
 - Appointed General Educational Design Team

- Student Affairs
 - Mentioned that to SAC that SR-21-002 Expanding Prior Learning Assessment (PLA) & College-Learning Examination Program (CLEP) Exams has passed
 - Need to make sure to compose draft email to all appropriate recipients on resolution

6.11 Other

- CSO Collab
 - Updates with other CSO members
 - Activities to help with decompressing and stress
 - West Fest & Earth overview
 - Sweeping of Student of Fees have not happened yet
 - UHWO is okay currently
 - 2.7 million deficit still in depth for the UHWO
 - Unknown how this will be handled
 - Next and new fiscal year is in June

- PUEO Work Groups
Business Model

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- N/A

STUDENT RECRUITMENT & RETENTION

- One more meeting week 15
- Figuring out who is responsible of implanting recommendations

Student Learning

- How learning will be more relevant to each demographic
- Online learning process will be the best
- Last general meeting

Work Efficiencies

- We continued to look over the other members recommendations.
- Utilizing our current assets and systems and maximizing its use.
- Team to explore and problem-solve issues of scheduling classes
- Integrating existing systems like Quali, and STAR
- Providing access faculty/divisions access to STAR to improve course options based on student academic journey.

- HEERF/CRRSAA

- Federal Funding Advisory Committee
- Hui /Advisors Council is the something
- Academic Affairs Review Committee
- Funding proposals due on Monday April 26, 2021, for the first wave of proposals, they will be more coming
- Prioritizing proposals for the summer semester
- Guidelines came out on how to apply, grade it, there is still some missing pieces
- However, as long as Heerf proposals are related to the Strategic Plan, business model, and related toward COVID-19, proposals can pass.
- Been researching and to obtain data analysis
- Vice chancellor will look at introduced proposals and pass it if looks developed
- All vice chancellors from different departments and divisions will obtain proposals, and the Academic Affairs Review Committee and Hui Committee will review proposals.
- Meet with Dr. Gloria Niles of Distance Education, communicated about a project called Golden Distance, and alignment with Alan's position
- Re-introducing and developing with a Liaison proposal

7. Unfinished Business

- **N/A**

8. New Business

8.1 SB 21-005

Motion that bill number be changed from SB 21-005 to SB 21-006: Alan

General Meeting 21-0022

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Second: Suzy
Vote: Unanimous Aye
Proxy Votes: Cami & Kulanui - Aye

Motion to accept/approve bill: Alan
Second: Michelle
Vote: Unanimous Aye
Proxy Votes: Cami & Kulanui - Aye

Appropriate Funding To Aloha 'Āina Bill Passed at 6:18 PM April 22, 2021

8.2 SR 21-003

Motion to change SR 21-03 to "SR 21-003:" Suzy
Second: Brient
Vote: Unanimous Aye

Motion to make admeend to change from Laulima Traing to "Laulima Training Fall All Instructors:" Suzy
Second: Alan
Vote: Unanimous Aye

Motion "Be it resolved that the ASUHWO Senate will conduct a survey to receive student feedback regarding the use of Laulima;and: Suzy
Second: Alan
Vote: Unanimous Aye

Motion to approve "SR 21-03 Laulima Training Fall All Instructors:" Suzy
Second: Alan
Vote: Unanimous Aye
Proxy Votes: Cami, Kulanui, Cassie - Aye

"SR 21-03 Laulima Training Fall All Instructors" Resolution passed at 6:58 PM April 22, 2021

8.3 Ratification of General Senate Elections

- Electrons results have come in
- Approving results for next year's 10th Senate

Motion to approve voting results: Suzy
Second: Brient

Vote: Unanimous Aye

Revised election results passed at 7:00 PM

8.4 Master Senate Calendar - [Alan Iwasaki](#)

- Can begin an email tread

9. Announcements and Open Forum

9.1 Save the Dates: next gen. meeting week of May 10th, need to find date

- Meeting not set, preferably after finals week
- An email can be sent out of a “when to meet” email shoot out

9.2 Reminders:

- Prepare transitional docs
- Think on what new and old members may need to know, who may be assuming a once filled and vacant position
- Notifying incoming senate member of things still needed to be completed or continue to work on

9.3 Member To-Dos: prepare for transition

9.4 Committee To-Dos:

10. Adjournment

Motion: Suzy

Second: Alan

Meeting Adjourned:@7:05 PM

Official Minutes Concluded