



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

ASUHWOW General Senate Meeting 21-004 on Tuesday, July 20, 2020, at 12:05 PM via Zoom

Members Present

Vice President, Jenna Marie Marcos
Secretary, Aleena Mabuti
Sophomore Class Senator, Cassandra Hardin
Education Senator, Michelle Gabriel
Public Administration Senator, Kaylee Torres
Caucus Ambassador, Ramon Araujo Jr, present at 12:10 PM

Members Not Present

Junior Class Senator, Brient Hutchinson, excused (proxy - Jenna)
Social Sciences Senator, Caton Liang, excused

Guests

N/A

Quorum

Yes

Open Forum Guests

N/A

Reading of Agenda

Agenda for Meeting 21-004

Motion: Aleena M.

Second: Kaylee T.

Minutes for Meeting 21-003

Motion: Kaylee T.

Second: Cassandra H.

Training

- ❖ Ice breaker
 - Who is your favorite disney character?
- ❖ Roberts Rule of Order



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

- ❖ Types of Parliamentary Procedure
- ❖ Deliberative Assembly
 - Benefits: maintains order
 - Makes meeting efficient
- ❖ Basic Principles
 - Someone leads the meeting (Chair/Presiding Officer)
 - Leads, not in charge
 - The chair is a Keeper of Order
 - Everyone has the right to speak, right to vote
 - Majority Rules
 - Decisions are
- ❖ Roles
 - President
 - Vice President
 - Secretary
 - Treasurer
 - The Members
 - Committees: mini-tasks force created for some kind of purpose; help with a specific task and report back on what they have accomplished
- ❖ The procedure of Robert's Rule of Order
 - Approval of Meeting Agenda
 - Approval of Minutes
 - Amending
 - Modifying a motion in some manner
 - Must be done prior to voting
 - I.E.
 - ◆ Correcting misspelled words, meeting numbers
 - ◆ Dollar amounts
- ❖ A Motion
 - A proposal
 - 4 Main steps
 - Making the motion
 - Seconding the motion
 - Discussing the motion
 - Voting on the motion
 - Multiple motions can be made

Parliamentary Procedures



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

Initiatives

- ❖ 2 initiatives (1 each semester)
- ❖ A/N event doesn't have to be for the entire school; mostly to enhance student life here at UHWO

Internal Reports

Vice President

Secretary

S.L. Coordinator

Standing Committee

Legislative -- No new report

Activities -- No new report

Budget and Finance -- No new report

Senator Reports

- ❖ Junior Senator
 - Adding to Resolution; will check-in with 9th Senate before moving further
- ❖ Sophomore Senator
 - Attended CSO meeting
 - Worked on flyer
- ❖ Education Division
 - Attended CSO training last week Tuesday (7/14/20)
 - Obtained Jenna's sister's contact information (teacher)
- ❖ Public Administration Senator
 - No new report
- ❖ Social Sciences Senator
 - No new report

Assignment Reports

- ❖ Caucus Ambassador, Ramon Araujo Jr.



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

- Met with the President of the Graduate Student Organization (GSO)
 - If ASUHWU would be interested in writing as Resolution for UH to be a Sanctuary School/System

Campus Committee Report

Health, Transportation and Technology (HTT) Committee

- ❖ Transportation Fall 2020
 - Agreed that there is no Transportation; use the money for the subsidized Bus Pass
 - If more people use the Bus Pass, then it would cost less
 - Spring of next year to resume
 - Health fee
 - Depending on the type of class you're taking; you'll pay all fees
 - On-campus - all fees
 - Hybrid - all fees
 - Online - not all fees

Commencement Committee

- ❖ No new report

OER Committee

- ❖ No new report

Senior Staff Committee

- ❖ Enrollment down -2%
 - Incoming students
 - But continuing students aren't applying
- ❖ Students don't realize that UHWO is still open
- ❖ Communicating with students is difficult
 - How can we get them to communicate with students?
- ❖ TB, MMR, and 2 other immunizations are required for students
- ❖ Communications
 - Students and staff training
- ❖ Application to sign into the school
 - Questionnaire
 - How to use it; why should you use it; where to sign in, etc; before coming onto campus



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

- Checkpoints?
 - Pinpoints where you can log-on
- CARES
- ❖ Asking students to become Talents (models)

Faculty Senate Committee

- ❖ No new report

Aloha 'Aina Committee

- ❖ No new report

UHWO Art Committee

- ❖ No new report

Compliance Hui Committee

- ❖ No new report

Student Affairs

- ❖ No new report

CSO Training

- ❖ "Find something that brings you joy/image that brings you joy"
- ❖ We can hire attorneys
 - Not in misconduct
 - For legal advice (mostly)

Unfinished Business

Appointing position updates

- ❖ No one has signed up for Social Media Coordinator/Caucus Ambassador
- ❖ Encourage friends that you may know that are interested in these positions

New Business

- ❖ Suggestions on operations (Office hours, "tea time," general meetings).
 - CDC guidelines must be followed
 - Campus not opening as business as usual
 - Be creative -- think outside the box



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

Announcements and Open Forum

Save the Dates

- ❖ CSO Training 1 - 3 PM on Tuesday's
- ❖ General Meetings in August
 - Monday's
 - August 3, 2020 & August 17, 2020
 - 12 - 2 PM
 - In-person or Online (your choice but stay updated)
 - These are optimum times for drafting Bills
- ❖ Reminders
- ❖ Members To-Dos: Think of an initiative
- ❖ Committee To-Dos: if you haven't met please do so.

Meeting Adjournment at 1:59 PM

Motion: Aleena M.

Second: Cassandra H.

Voting Record

VOTING RECORD FOR SENATE MEETING, APPROVAL OF AGENDA FOR MEETING 21-004

Name	Yay	Nay	Abstain	Vote by Proxy
Jenna Marie Marcos	X			
Aleena Mabuti	X			
Brient Hutchinson				X
Cassandra	X			



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

Hardin				
Michelle Gabriel	X			
Kaylee Torres	X			
Caton Liang			X	

VOTING RECORD FOR APPROVAL OF MINUTES FOR MEETING 21-003

Name	Yay	Nay	Abstain	Vote by Proxy
Jenna Marie Marcos	X			
Aleena Mabuti	X			
Brient Hutchinson				X
Cassandra Hardin	X			
Michelle Gabriel	X			
Kaylee Torres	X			
Caton Liang			X	