



Associated Students of the University of Hawaii - West Oahu *The 3rd Senate of Kapolei*

ASUHOWO General Senate Meeting 15-003 called to order at 3:31 pm on February 3, 2015.

Members Present

President Courtney Ketzenberger
Vice President Ryan Sommer
Secretary Joyleanne Santos
Treasurer Shane Nishimura
Junior Class Senator Brieana Williams
Business Administration Senator Eric Kang
Social Sciences Senator Isaiah Baclaan
Student Caucus Ambassador Sara Perry
Student Life Coordinator Rouel Velasco

Members not present

Senior Class Senator Micah Gowen – excused; 5:14 pm

Guests

Chancellor Rockne Freitas
Interim Vice Chancellor of Student Affairs Judy Oliveira
Student George Kalantzis
Student Jaquelyn Hanlon
'Ulu 'Ulu Assistant Archivist Shavan Matsuda

Quorum

Yes

Open Forum Guest

1. Interim Vice Chancellor of Student Affairs (VCSA) Oliveira
Following up with ASUHOWO regarding tobacco policy. Again the options were to 1) Have designated areas for tobacco users or 2) be a completely tobacco free campus. Chancellor wants to leave changing of the tobacco policy up to student decision. From the collected information so far, most students were unaware of the policy and there was a lead that they did not mind tobacco use. Ways to gather information have been via email blasts, club rush, and talking with students one-on-one and classroom announcements.
2. Chancellor Freitas
Provided ASUHOWO with an operating budget for the 2015-2016 term and has also requested that ASUHOWO give input on bills affecting the school in the legislature. ASUHOWO has actually been working on writing testimonies on certain bills such as SB 552 to add three voting members (one student and two faculty) to the Board of Regents. Another bill of concern is SB 518 that calls to transfer land from UH – West O'ahu (UHOWO) to the Department of Land and Resources. Training will be given to ASUHOWO on writing testimonies to be held next

Tuesday around the same time.

Tokai is opening in the Fall and it is the hope that Tokai students and UHWO students network and intermingle with one another to foster a more diverse and lively campus.

3. VCSA Oliveira continued

Looking for another shuttle because the demand is so high. Locations for the shuttle may also expand to Mililani, Waipahu, and Ko'olina.

The tobacco survey will be extended for another two weeks, so that more students still have a chance to voice their opinions, especially those who use tobacco.

4. Librarian Sara Aiello

There will be more chamber music concerts coming up. Next one is on February 24th, Tuesday, at 7 pm by the Spring Wind Quartet. Students get in free with school ID.

5. 'Ulu 'Ulu Archivist Matsuda

Located in the back of the library. Two new exhibits are coming in with three monitors to be on display. Other events will be a film screening. The biggest event will be in March to celebrate the Hokule'ia's 40th birthday (March 8). Hoping to have three separate days with three separate presentations from the crew and TV company who followed them. To generate student participation, announcements can be made on the library intercom, events can be publicized in the Hoot, and clubs participating by selling popcorn or in some other way could be done.

6. Student Kalantzis

Loves the campus. Sees great potential and possibilities for alternative energy.

7. Student Hanlon

Has been to several different schools and found that getting involved helps academically and socially. Wants to get involved and be invested in this campus. Hopes to bring her skills gained from being on previous executive boards committees and apply here at UHWO. Would love to do something to increase club participation on campus and hopes to generate more student involvement.

Reading of Minutes

1. **Motion: To approve the minutes for 15-002**
2. **Motion by: Briana Williams**
3. **Seconded by: Ryan Sommer**
4. **Resolved: Minutes for meeting 15-002 approved**
5. **Vote: Unanimous**

Reading of Agenda

1. **Motion: To approve the agenda for 15-003**
2. **Motion by: Ryan Sommer**
3. **Seconded by: Briana Williams**
4. **Resolved: Agenda for meeting 15-003 approved with following amendments**

- a. Include appointment nominations Jaquelyn Hanlon and George Kalantzis
5. **Vote:** Unanimous

Internal Reports

1. Vice President
Approached by the supervisor of the hale and hopes to get an idea of what the hale needs by next week so that ASUHWO can look into providing what is possible.
2. Secretary
Has worked on the website by organizing the documents portion and calendar of events portion. Talked with head of facilities about a possible coffee cart vendor on campus.
3. Treasurer
Talked with head of facilities about possible coffee cart vendor. What is needed is the business plan of the vendor in mind and the needs of the coffee cart. This coffee cart will be a trial and there is hope to get it on campus by the time finals come around.
4. Advisors
Student Life Coordinator
Field days will start up again on Wednesdays from 2-5:30pm. E 'Ola Pono – health and wellness week – is coming up. There will be activities on Saturday, Monday, Tuesday, and Wednesday. The fair is on Wednesday and it would be a good idea for ASUHWO to gather information on the Tobacco survey then. On Thursday, there will be a memorial service for the student who passed away, Linden Quintel, who participated in field days and was also a part of the flag football that went to playoffs.
5. Budget and finance
For the Spring budget, will be adding \$1000 to mileage for any student who drives anywhere on student government business. Will also be adding \$1500 to office supplies, which may go to iPads for surveying. Next time, will give an update on budget to include Ho'opilihou expenditures. Will also need to factor in money to protect technology like screen protectors or cases.
6. Activities
Majority that have responded to tobacco survey were non-smokers who want a tobacco free campus, but did respond positively to a designated tobacco-use area. Have been going to the West Fest committee meetings and proposed that wristbands would be needed if a splash bash event would be held and only way to get a wristband is to donate a certain amount of cans to food drive. There is also the possibility of donation of business clothes to go toward the business rental attire initiative. Still working on Caucus meeting and club rush was successful.
7. Ad Hoc Committees
Smoking Policy
Tobacco survey has been sent out, so announce it in classes and send it out through Lailima. Good idea to approach smokers personally since it directly affects them. Point out that the survey is also mobile friendly. Faculty have also

been asked to tell their students about it.

8. Senior Class

Proxy vote given to Junior Class senator in absence.

9. Junior Class

Child care program initiative: still trying to get in contact with Michael Hayes. Has decided that the program should not last longer than a week since those in school under 18 have breaks that last at most a week.

Club incentive: the originally proposed plan to delegate points was adjusted to have points split in half and be done every semester instead of yearly. The list of ideas of how to award clubs and the requirements are being drawn up.

Inventory sheets are still in progress.

Sign in sheets have been successful. Reminders: sign in only if staying longer than thirty minutes, remember to sign out, and please notify Senate if and why you are unable to make office hours.

Student came in the other day voicing concerns about improvements that could be made to the campus: having an ATM machine, rechargeable printing cards, having coffee on campus, and an intercom for the cafeteria. It has been made clear that the reason there is no ATM on campus is because it was not making enough money.

Idea book is still in progress. It was also suggested that the transition worksheet be included in the stipend process.

By next meeting: will have an outline of club incentives. Will hopefully sit down and discuss what's expected of them concerning the child care program.

8. Business Administration

Continuing to work on business attire rental initiative. Hoping to get it up and running before No'eau's Dress for Success workshops so it can be publicized. Also joined the opportunities fair planning committee to increase and promote initiative at the same time. Next step is to write the bills for the supplies and to create a contract agreement form for the students who rent out the attire. Those who donate items can declare the value of it to write off on their taxes, which is doable if the items are under \$500. This way, if an item is not returned a financial obligation can be placed on the student's account. Contract needs to be reviewed by students so that it is understandable. Will also be sending out letters to businesses for clothing donations by the next meeting.

No one showed up to constituency meeting. Sometimes it is best to just pull some of the constituents aside and ask them how they're doing with school and what may need improvement.

9. Social Sciences

Sent emails out about texts.com. Listings are more than registered members with traffic expected to pick up more around the beginning and end of semesters.

Hoping to gain more members by the time the semester ends. May be tabling and working with activities committee to further initiative.

Wants to do something for students during Cram Jam or finals. ASUHWO used to provide food and drinks. Other possibilities to distress students is maybe a puppy petting zoo, coffee cart, or handing out "finals" kits filled with blue sheets, paper, and pencils. Will continue to push for texts.com so that numbers of members is up by finals. Will be talking about this and the tobacco policy at club rush, along with meeting people and writing bills for possible initiatives involving finals week.

10. Ambassadors

Student Caucus Ambassador Perry

Caucus met this past weekend. Discussed two new policies. One of them is revamping FURPA to provide a one-time "opt out" option to release information to 3rd parties instead of doing it every semester. If, for example, employers need a student's transcripts, then that student is able to opt back in, but it may take time. There will also be a new revision to the sustainability policy system wide. There are multiple additions, which includes purpose, definitions, guidelines, who's for delegating guidelines, and a community and culture section.

10. Campus Committee Reports

Communication

Going to see if it's possible to blast tobacco survey out to faculty and staff to share with students. A student life events survey is in the works.

Unfinished Business

1. West Fest and Earth Day

Decision was to have Earth day during the day, which will lead into Splash Bash at night. Things to consider is that if the event extends past dark, HPD will need to be hired on campus. As for waterslide vendors, there are multiple to choose from that need to be decided by the next West Fest and Earth Day meeting to bring forth. There will also be a foam pit. A DJ may be hired as well. The deciding factor is pushed back until next meeting. For advertising of event, a marketing teacher is incorporating marketing for West Fest into the class. Signing and email blasts have limited reach. The foam pit company offers billboard advertisement on 40 feet motorcycle trailers. May collaborate with Student Activity Fee Board for execution and planning if they are interested to help. As far as donating cans for food drive, will need someone to check IDs. A policy is being worked on right now where those who come will sign a liability waiver. Monitoring students and guests is still to be determined. ASUHWO needs to decide on what is probable to contribute based on the budget and without exceeding \$2500 or else it will need to go out for bid.

2. Stipends Tax Form

ASUHWO filled it out for processing.

New Business

1. Spring 2015 Budget Approval

Motion: To approve Spring 2015 Budget with amendments.

Motion by: Ryan Sommer

Seconded by: Isaiah Baclaan

Resolved: Spring 2015 Budget approved with amendments

- a) \$1500 allocated from National DC Conference to Office Supplies
 - b) \$2500 allocated from National DC Conference to Travel
- Reimbursement to include baggage, mileage, and transportation.

Vote: Unanimous

2. State Legislature Testimony

Legislative training session will be on February 10, next Tuesday. Hearing for bills such as HB 552 need to be in by the 8th because its hearing is on the 10th. The companion bill for HB 552 in the senate is SB 636, so a hearing needs to be requested. Please show support for shared governance and more representation on the Board of Regents. Will go through a bunch of testimonies to be considered on the training day. To give online testimony, go to capital.hawaii.gov to register.

Senior Senator Gowen in at 5:14pm.

3. Elections Planning

Elections calendar provided. May be possible to swear-in new members during Welcome back week to increase transparency of student government. Those not planning on running or who are graduating are asked to help with the planning. An ad hoc committee is proposed.

4. Appointment Nomination for Jaquelyn Hanlon and George Kalantzis

Jaquelyn Hanlon wants to be appointed as the Public Administration senator. Loves the program and sees aspects that can be worked on. Only taking PUBA classes, so would be easily in contact with constituents and their concerns. Likes to be involved and has been a part of many student-oriented activities in her past campus and has experience with different organizations like being a part of the House of Representatives at her last campus. She's able to make meeting times.

George Kalantzis wants to be appointed as the Senate speaker because he is personable and has no problem speaking to people. He believes that vocalization is the first step in fixing problem which is a skill he can bring to the table. He wants to make a difference. He hasn't been involved in his other campuses, but wants to do so now here in Hawaii. He does have a class during the meeting times.

President Ketzenberger nominates Jaquelyn Hanlon for the Public Administration senator position and nominates George Kalantzis for the Speaker of Senate position.

Announcements and Open Forum

1. Make sure each of the Senate thinks of a new initiative to take on for Spring semester as stated in the Bylaws.

Meeting Adjournment at 5:30 pm

Motioned by: Joyleanne Santos
Seconded by: Shane Nishimura

Voting Record

Voting Record for General Meeting 15-003, Approval of Agenda and Minutes: To Approve the Minutes for GM 15-002 with Amendments				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Ryan Sommer	X			NA
Joyleanne Santos	x			NA
Shane Nishimura	x			NA
Micah Gowen	X			Yes
Brieana Williams	x			NA
Isaiah Baclaan	X			NA
Eric Kang	x			NA

Voting Record for General Meeting 15-003, Approval of Agenda and Minutes: To Approve the Agenda for GM 15-003				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Ryan Sommer	X			NA
Joyleanne Santos	x			NA
Shane Nishimura	x			NA
Micah Gowen	X			Yes
Brieana Williams	x			NA
Eric Kang	x			NA
Isaiah Baclaan	x			NA

Voting Record for General Meeting 15-003, New Business: To Approve Spring 2015 Budget				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Ryan Sommer	X			NA
Joyleanne Santos	x			NA
Shane Nishimura	x			NA
Micah Gowen	X			Yes
Brieana Williams	x			NA
Eric Kang	x			NA
Isaiah Baclaan	x			NA