



The Associated Students of the University of Hawai'i – West O'ahu 4th Senate of Kapolei

ASUHWO General Senate Meeting 16-011 called to order at 11:44 am on December 3, 2015.

Members Present

President Ryan Sommer
Secretary Joyleanne Santos
Treasurer Shane Nishimura
Senate Speaker Angelo McDuffie
Junior Class Senator George Kalantzis
Senior Class Senator Jacxine Kaulili-Guzon
Social Sciences Senator Isaiah Baclaan
Distance Learning Senator Daniel Sieradzki
Student Caucus Ambassador Valentin Fletes
Student Life Coordinator Rouel Velasco

Members Not Present

Vice President Briana Williams – tardy
Freshman Class Senator Christielove Espinosa – tardy
Public Administration Senator Jesica Yee - excused
Business Administration Senator Shad Rosario - absent
Humanities Senator Elizabeth Gustafson - tardy
Education Senator Haylie Culp – tardy

Quorum

Yes

Reading of Minutes

Motion: To approve the minutes for GM 16-010
Motion by: Shane Nishimura
Seconded by: Jacxine Kaulili-Guzon
Resolved: Minutes for GM 16-010 approved.
Vote: Unanimous

Reading of Agenda

Motion: To approve the agenda for GM 16-011
Motion by: Shane Nishimura
Seconded by: Jacxine Kaulili-Guzon
Resolved: Agenda for GM 16-011 approved
Vote: Unanimous

Internal Reports

1. President

The Senate received an invitation by the Vice Chancellor of Student Affairs to meet President Emeritus Albert Simone of the UH System who is visiting next campus next Thursday with the meeting set up from 10 am to 11 am. Hopes to touch base on various different topics as far as our role in the system and his role. It will be like the sit down the Senate had with President Lassner, but more informal. Interim Vice Chancellor of Academic Affairs Ching was assistant to President Emeritus Simone. The meeting will be held in D-104 and should make it skype available for Senator Sieradzki. On a different note, there were some students on campus complaining that the nurse has not been in her office during the designated hours and noticed that the nurse has been working for Piko, so they are bringing up the concern on why students are paying for the nurse when it seems it should be coming out of Piko's funding. They pointed out that those fees could be reallocated or used to better the program itself. Most employees in the Student Services office come under Title III than actual funding from the institution.

2. Secretary

Working to get Senator McDuffie's initiative up on website. Need to double check Senator Gustafson's constituency meeting and reschedule Senator Espinosa's. Also, for future meetings, may consider using distance learning classrooms since they are available on campus. Received Senator Sieradzki's headshot and need to retake Senator Baclaan's. There's also been visitors to our website every week of about 500 views and 100 of those being unique views. Please continue to share the Presidential Addresses in class.

3. Treasurer

Running Budget and Spring Budget up for approval.

5. Advisors

a. Student Life Coordinator

There will be a volunteer lunch being held by Student Activity Fee Board next Friday for those who helped staff events from 11:30 am to 2 pm in C225. Those offices on campus who have little interaction with students will be moving to the Department of Homeland Security building down the street from the school, so a lot of office spaces will be opened up for faculty or redirecting offices to allow for privacy. Will be placing Title IX, Counseling, and Nursing spaces all in the same area next semester. It affects time needed to process things with business office and paper work may need an extra week or two. Need to think about next semester. Normally, the first week of school is the Welcome Week starting January 11, and student government needs to think about their part and if they want to partner with SAFB on something. Club Rush will be held the 2nd week of school for two days, which is tentatively on Wednesday and Thursday.

6. Standing Committee Reports

a. Budget and Finance

Received purchase order and receipt for office supplies. Still need to pick up paper and ink because the website that is usually ordered from was not working and some prices were listed as twice as expensive as before, so will be looking

for a new vendor as well. Had to break up order between three stores – Walmart, Amazon, and Office Max – because Office Max says some items were not available to order.

b. Activities

Caucus is on Saturday so be there at 7 am. Breakfast starts at 8 am. Food will be served from downstairs. Will need to pick up juices and small items. Please wear polos or business casual. It's usually tradition to stay for the meeting portion, then leave after lunch. Will be done by 5 pm. Also, may be doing campus tours during lunch break.

c. Legislative

Will be meeting frequently next semester to go over Bylaws to see what works and doesn't work. Remember, need to schedule an hour per month dedicated to your committee.

7. Senators Reports

a. Senate Speaker

Open Source software and student discounts page is not up on website and will add descriptions for each. Will add more links as well as time goes on. Thinking of second initiative, but no plans at the moment.

b. Distance Learning

Holding an end of the semester celebration on December 14 after finals are done. It will be informal and will send a survey monkey poll. A recommendation to have past UHWO semester class availabilities up, not just the current semester and the one before it, so that students can try and recognize any patterns because some campuses do have class availability listings all the way back to 2010. There is a current service that students can use to view past versions of a website called Way Back Machine, but it's not perfect because teachers leave and it's not going to be the same every year. Having the extra listings doesn't hurt.

c. Senior Class

First two constituency meetings, there were no shows. Last one had one person come up to me, but aside from that trying to talk to peers in courses. Most don't have anything to address or elaborate off emails or blackboard. There was a concern about a student having a registration issue where the student tried process a concurrent enrollment, but the teacher did not respond in time and she missed the deadline. Also, received a complaint about a business instructor that wasn't keeping in touch with student consistently by email, taking a week to respond on an enrollment issue. Still working on mentoring initiative and have received feedback that several other universities on the mainland have this same program, so need to research the success rates and specify which universities exactly uphold this program and how they do so.

2. Secretary continued

Received a student complaint that the only professor teaching the capstone for his concentration is not letting him join the class because he will not be there on

the first day due to being out of the country. Could direct him to Vice Chancellor of Academic Affairs, but first, best to go up the ladder starting with asking the professor if can meet before or after the first day. If not, go to the department head, and then would be the VCAA.

7. Senator reports continued

d. Junior Class

With new initiative, no money is needed. Will be taking individual assertion and getting in contact with RISOs to create a parking lot clean up, starting with this Friday and, if expanded, oversee it from an assistant or managerial capacity. Looking long-term, will take initiative to get a UHWO podcast going titled "West Kine, Best Kind" or "The Flavor" among other possible names. There is a professor willing to support this initiative and push for student interest in new media or musical interest. Sees it as a great way to bring UHWO into podcast and the future of media.

e. Social Sciences

First semester of the ASUHWOLibrary Initiative is finished and the books need be removed from library because can't leave it there over a semester. Can finally see statistics between who used the books and the amount of people who used the service. Will share information next meeting. A lot of the books can transfer over into the spring semester and it is up to the Senate if want to allocate more funds to buy more books. With the leftover money, still can purchase 10 more books. Also, last semester did a Finals Care Package for students and since not doing it this semester, maybe do it for the beginning of next semester as a Welcome Care Package filled with ASUHWOLibrary happenings and contact card. May need to order more folders.

f. Humanities

First big thank you to everyone that helped with my Initiative this week, I will be going around this afternoon and posting the sayings around campus! So far it has been a great success. I have talked to some of the students in my division and the comments I have received back is that there are no issues at this time because everyone in the program including professors seem to be very up front about things, however if anything else were to come up they will be sure to let me know

g. Education

Some of the concerns brought up in the meeting yesterday are the infancy of the program and how it will continue to grow, that the most helpful teachers to students aren't tenured, that the advising sheets for secondary majors are incorrect, the advocating of faculty advisors but them not matching with students of the correct core concentration, among many others. Discussed English and Math courses as well and how they do not adequately prepare students for the test they need to take to get certified. Each one is \$95 and to take all three is \$135, with students having to take it three times. The practice preparation material is available so there is some student oversight. The preparation session talked about at the last meeting was more of informing the students what the test is, but not actually preparation in the form of a practice test. There was a lot of misguided information. Maybe it can be possible for Title III to partner with the

No'eau Center, have one of the tutors take the test, and bring insight to what is going on in that capacity. Leeward Community College hosts University of Phoenix for a course on the tests over the summer for free, but that's outsourcing to another campus, which is another concern of students. With so much discussion on the topic, may make it an agenda item next time.

8. Ambassadors

a. Student Caucus Ambassador

Need to confirm eating times for this Saturday. Originally set for breakfast at 9:30 am and lunch at 1:30 pm, but was asked to move breakfast to 8:30 am and lunch to 12 pm. There shouldn't be a problem. Also, all food will be gluten free since Da Spot will be catering. Was wondering if there were any other way to get information on club rush besides the UHWO website, but there is none because it would require more time and effort to place it elsewhere and update it. Updates would be through event emails.

9. Campus Committees

a. Communications

Held off until January.

b. Vice Chancellor of Academic Affairs

Hosted two interviews so far. There is an interview today and another one tomorrow. If Senate members have a chance to meet the candidates, do so in order to come together as a group and agree on who is the best candidate for the job.

c. Transportation Committee

Will be held next Friday, December 11, at 9 am.

d. Technology Committee

Will be held next Friday, December 11, at 9 am.

e. Health committee

Will be held on Friday, December 18.

Unfinished Business

1. Ho'opili Hou

Need to fill out the WH-1 form for tickets and stipends. Senators Culp and Gustafson cannot attend the conference due to a schedule conflict with their courses. Senators Sieradzki and Espinosa can go. Senators Kalantzis, Baclaan, and Kaulili-Guzon are tentative and will give word by Sunday. Letters of intent for the conference can be emailed out for those whose schedules conflict with the conference days. Those attending would be flying out Thursday and returning on Sunday.

2. Town Hall Meeting Debrief

Took place on December 1st from 11 am to 1 pm. Pushed Senator Gustafson's initiative of writing positive notes to post around the school during Finals week. Most students walked past because they were already focused on getting ready for finals. Had one student complain about the registration process and

wondered if there was a way to add a filter when searching for classes that shows all the writing intensive courses available or ethics courses available for that semester because right now students have to manually go through all the classes. Another student complained about having to go to other campuses to fulfill requirements at this school because then they also have to pay for the other campus' fees as well as UHWO's. There was also a suggestion for archaeology courses to include a field school for academic credit so loans can cover it because it is not considered an academic lab right now even if it is required to take the lab so students have to pay for it separately. On another note, there was a suggestion to have our town hall meetings done during Monthly Munchies or during a big event so there's more student population coming through. Could also hold it in places like the 'Ulu 'Ulu exhibit and have faculty promote it and have students attend for extra credit.

3. Spring Budget

Food line item gone and monies reallocated to Consumable supplies with the added description of food. Ho'opili Hou conference amount budgeted for 9 people. Mileage reimbursement item reallocated \$800 to Consumable Supplies. Reallocated monies from Stipends that came from absent Senate positions. Still need Contract line item to pay for this years and last years expenses. An extra \$1,000 was added to Program Supplies to help with student initiatives. Majority of monies reallocated to Consumable supplies for updating office equipment. The running budget for spring took into account the latest transaction of office supplies and \$6,660 total left with \$4,000 for Program Supplies.

Motion: to approve ASUHWO Spring 2016 Budget

Motion by: Elizabeth Gustafson

Seconded by: George Kalantzis

Resolve: ASUHWO Spring 2016 Budget approved with the following amendments

Add signature lines and cover letter.

Vote: Unanimous

New Business

1. Peer Review Sheets

Please do not add any extra bubbles. Will go through all duties and fill out N/A for the appropriate ones

Announcements and Open Forum

1. Secret Santa name picking will be held after the meeting.

2. Caucus is this Saturday, so please show up for set-up at 7:30 am.

Meeting Adjournment at 1:30 pm

Motioned by: Brieanne Williams

Seconded by: Joyleanne Santos

Voting Record

Voting Record for General Meeting 16-011, Approval of Agenda and Minutes: To Approve the Minutes for GM 16-010				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Isaiah Baclaan	X			NA
Haylie Culp	X			NA
Angelo McDuffie	X			NA
Shane Nishimura	x			NA
Christielove Espinosa	X			Yes
Elizabeth Gustafson	X			Yes
Daniel Sieradzki	X			NA
George Kalantzis	x			NA

Voting Record for General Meeting 16-011, Approval of Agenda and Minutes: To Approve the Agenda for GM 16-011				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Shane Nishimura	X			NA
Haylie Culp	X			NA
Isaiah Baclaan	X			NA
Angelo McDuffie	X			NA
Elizabeth Gustafson	X			Yes
Chrstielove Espinosa	X			Yes
Daniel Sieradzki	X			NA
George Kalantzis	X			NA

Voting Record for General Meeting 16-011, Old Business: To Approve ASUHWO Spring 2016 Budget with Amendments				
Name	Yea	Nay	Abstain	Vote by Proxy (?)
Joyleanne Santos	X			NA
Jacxine Kaulili-Guzon	X			NA
Shane Nishimura	X			NA
Haylie Culp	X			NA
Isaiah Baclaan	X			NA
Angelo McDuffie	X			NA
Elizabeth Gustafson	X			Yes
Chrstielove Espinosa	X			Yes
Daniel Sieradzki	X			NA
George Kalantzis	X			NA