



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

Agenda for General Meeting 21-0013

Date of Meeting: Monday November 23rd, 2020 4:00 pm - 6:00 pm via Online

1. Call to order: 4:08pm

2. Roll Call

| Absent | Excused | Tardy | Present | | Executive Board |
|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------|--|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | President Jenna Marie Marcos |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | Vice President Caton Liang |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | Secretary Kulanui Perez |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | Treasurer Suzy Johnson |
| | | | | | |
| Absent | Excused | Tardy | Present | Constituency | Senators-At-Large |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Distance Learning | Vacant |
| | | | | | |
| Absent | Excused | Tardy | Present | Constituency | Senators |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Senior Class | Lauren Danner |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input 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"/> | Creative Media | Mika Briones |
| <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"/> | Education | Michelle Gabriel |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Humanities | Vacant |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Math and Science | Kylie Matsuda |
| <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 type="checkbox"/> | Social Sciences | Vacant |
| | | | | | |
| Absent | Excused | Tardy | Present | Assignments | Ambassadors |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Student Caucus 1 | Vacant |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Student Caucus 2 | Taylor Ann Okimoto |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Student Caucus 3 | Vacant |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Social Media Coordinator | Nicole Williams |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | DE Hawaii Island Representative | Vacant |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | DE Maui County | Kaileigh Tom |



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| | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------------|---------------|
| | | | | Representative | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | DE Kauai Representative | Vacant |
| | | | | | |
| 2 | 3 | 0 | 11 | TOTAL: | 16 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input 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

Caton is Brient's proxy

Kylie is Suzy's proxy

4. Open Forum Guest

No

5. Approval of Agenda and Minutes

5.1 Agenda for Meeting 21-0013

Motion: Kylie M.

Second: Mika

Vote: Aye unanimous

Change Kylie Cousin to kylie Matsuda

Motion Michelle

Second: Kulanui

Vote: Aye unanimous

5.2 Minutes for Meeting 21-0011

Motion: Michelle

Second: Cami

Vote: Aye unanimously

5.3 Minutes for Meeting 21-0012

Motion: Kylie M.

Second: Michelle

Vote: Aye unanimous

6. Internal Reports

6.1 President Jenna Marcos

- Meeting with Brient and Rouel

- Looked over Kaylee's initiatives

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- Attended Pueo Task Force general/group meetings
- Attended the Senior Staff Meeting
- Talked to Zenaida, wants input from student leaders on what they are thankful for.

Needs the following:

1. Full name
 2. Hometown
 3. Major
 4. ASUHW O title
- *Can submit pictures

6.2 Vice President Caton Liang

Attended Activities Committee Meeting 11.10

Discussed about discord server and ways to attract users

Chaired Legislative Committee Meeting 11.10

Discussed creating a performance review sheet for DE Liaison and Social Media Coordinator positions

Gabby: Consider holding legislative committee meetings one week after general meetings, which gives one week before and after each meeting for senators to approach us with proposed legislation, and gives legislative body time to review and provide feedback

PUEO Budget Task Force Meeting 11.12

Attended Activities Committee Meeting 11.17

Worked on bill to provide funding for discord rollout

Picked out virtual items to be given away

PUEO Budget Task Force 11.19

6.3 Secretary Kulanui Perez

Attended activities meeting

Worked on a Bill for activities committee with Caton and Cassie

Attended Bill Nye forum

Drafted Meeting minutes for 20-0012 during office hours

Codified Resolution and Bill during office hours

Participate in graduate collage 11/23 1pm

Attended Thursday's Happy hour with Rouel 9pm-10pm

6.4 Treasurer Suzy Johnson

Kylie M. is proxy

Last week, I worked with Kelly to get the proper paperwork completed to get our funds for commencement. She also requested the bill and minutes. Kulanui sent the minutes. With everything submitted the bill was approved!

Still need to meet with Rouel for Budget and Finance committee. Couldn't make today's meeting with him because I am not feeling well.

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Need to reschedule with Rouel.

6.5 Advisors Rouel:

Executives need to approve peer rating before next meeting

Good luck and best wishes during finals

Prepare legislative writing tips to ensure we have presentable documents

6.6 Standing Committee Reports

6.6.1 Budget & Finance

Set up meeting with Rouel

- She focused on: Agenda items IV.C (Operating Budget Plan), IV.E. (Budget Request to Gov), IV.F. (CARES Act Funding Status)
 - https://www.hawaii.edu/offices/bor/finance/materials/202011040945/Cmte_on_Budget_and_Finance_11_04_20_Materials_FOR_UPLOA_D.pdf

6.6.2 Activities

Working on a Bill for discord giveaway to engage people and get them excited to join. Came up with giveaway items.

6.6.3 Legislative

- Legislative Meeting on 11/10 from 12-2pm
 - Worked together to look and start to create a review sheet for new positions

6.7 Senators Reports

6.7.1 Distance Learning **N/A**

6.7.2 Senior Class Lauren Danner Absent

6.7.3 Junior Class Briant Hutchinson:

Modified drafted and modified resolution letter

I have been communicating with Nicole, Mikaela, and Cassandra about the progress with the making of the AUSHWO Graduation Cards, progress looks great

I met up with Dr. Compoc, and we looked over the narrative and what type of material would be focused on for the African American History Course

I participated on Wednesday 11/18/20 Commencement Meeting

6.7.4 Sophomore Class Cassie:



- Continuing to attend the meetings for the activities committee, been talking about the server and really getting it tested. We are looking at releasing the server to more people in the spring.
- Nicole, thank you so much for allowing me to help with the graduation letter. I think the graduation letters so far looks good. It is simple and short at the same time.
- Currently am the leader for drafting a bill for the activities committee, 21-002. This does involve a giveaway on Discord and all the members of the activities committee have agreed to contribute to the bill.
- I have looked at the social media posts for Brient's resolution. I want to congratulate not only Brient, but also to the people who made the posters. Those look amazing. I really do hope that we get enough enrollment.
- I have met up with Kylie on Google Meet for the Discord server since she had questions regarding the Discord server for Student Life. I also showcased the functions for the bots so that she can understand. If you guys would like to meet up with me regarding the server, please let me know and we can schedule a time while we can meet up during my office hours.

6.7.5 Freshman Class N/A absent

6.7.6 Business Administration Division Cami:

Brainstorming initiatives

Office hours: I texted my classmates to ask how they were doing after our discussion

Meeting with them later this evening to discuss ways we can further confront these issues

Many of the problems stem from time management and poor responses, the professors will not allow for late work but will post assignments late, or not respond to their emails in time for the assignment deadlines

6.7.7 Education Division Michelle:

Contacted Dr. Adler on questions I had on the daycare for my resolution

Setting up a time for a meeting to talk to her

Talked with a member of the Esports club and offered to help with drafting their constitution and bylaws of the club

6.7.8 Humanities Division **N/A**

6.7.9 Math and Science Division Kylie M:

Had office hours on 11/12, 11/17, and 11/23.

Met with Cassie about Discord, signed up for Discord

Attended UH Board of Regents Meeting

Met with Robyn Tasaka (Tutoring coordinator) to arrange a Noe'au center hosted breakout room for study groups

Emailed Nicole to set up a meeting to advertise the new breakout rooms on social media

Participated in the graduate collage

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6.7.10 Public Administration Division- Kaylee Torres

Figuring out how to make a google survey

Will submit survey on laulima

Will speak with Rouel to submit survey on laulima

6.7.11 Social Sciences Division **N/A**

6.7.12 Creative Media Mikayla Briones:

- I held my office hours on my usual days MW
 - I answered emails, updated my log, did research for possible initiatives
- I got the chance to meet with Nicole about the Grad cards
 - we got to create a draft and we worked on the design together

6.8 *Assignment Reports*

6.8.1 Caucus Ambassadors

- Attended Caucus meeting on 11/14 from 10am-5pm
 - First Meeting with HonCC Delegates
 - Had a Special Guest Speaker: Matthew Lynch, Director of Sustainability Initiatives with the Office of Sustainability
 - If we want to invite him to future meetings to talk about their sustainability executive policy 4.202
 - Contact Info: mklynch@hawaii.edu
 - Office of Sustainability Website: <https://www.hawaii.edu/sustainability/>
 - Other Sources of Information:
 - Youtube Channel, Sustainability Across Curriculum: https://www.youtube.com/channel/UCoVczd7p-9vQAd65dcO40TQ?view_as=subscriber
 - Interviews: soundcloud.com/beautiful-emergence
 - Had Stephanie Kim, Director of Government Relations
 - Talked about the 2020 Election, the state legislature leadership, legislative process, laws, UH budget, etc.
 - Regent Board Committee Meetings Updates from Kelli Acopan (Student Regent)
 - Contact Info: regent.acopan@hawaii.edu
 - Research & Innovation Committee:
 - She Focused on: Agenda Item IV.C (Extramural Funding Update)
 - https://www.hawaii.edu/offices/bor/research/materials/202011040830/Cmte_on_Research_and_Innovation_11_04_20_Materials_FOR_UPLOAD.pdf
 - Personnel Affairs & Board Governance Committee:
 - She focused on: Agenda Item IV.B (E&M Compensation Update)

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- https://www.hawaii.edu/offices/bor/pabg/materials/202011050830/Cmte_on_Personnel_Affairs_and_Board_Governance_11_05_20_Materials_FOR_UPLOAD.pdf
- Intercollegiate Athletics Committee:
 - She Focused on: Agenda Items IV.A (Impacts of COVID on UH Athletics), IV.C. (Update on NCAA Policy on Name, Image, Likeness Compensation)
 - https://www.hawaii.edu/offices/bor/athletic/materials/202011050900/Cmte_on_Intercollegiate_Athletics_11_05_20_Materials_FOR_UPLOAD.pdf
- Planning & Facilities Committee:
 - She focused on: Agenda Items IV.A (Rail), VI.A, VI.C (relating to CIP Budget), VI.B (UH Space Utilization)
 - https://www.hawaii.edu/offices/bor/planning/materials/202011051100/Cmte_on_Planning_and_Facilities_11_05_20_Materials_FOR_UPLOAD.pdf
 - UH West Oahu with the rail station being on shared land with West Oahu
 - Last Regent Board Meeting was on 11/19: I was unable to make it, due to a doctor's appointment
 - Next Regent Board Meeting is scheduled for 1/21/2021
- Sub- Committees:
 - Student Voice & Transparency:
 - Solidified committee goal: Create an Official Policy for student government consultation or create a document as a guideline to conduct student government consultation
- Next Caucus Meeting is on 12/12/2020 @10am
 - Hoping to invite President David Lassner to talk to caucus about
- Attended the Zoom Graduate Celebration Collage @1:00pm

6.8.2 Social Media Coordinator Nicole:

Promote African American course

Attended Mikayla office hours to work on cards

Update ASUHWO website

Work on back of graduation cards with Cassie

Worked on initiative with kylie

Worked on social media posts and responding to emails

Did office hours and posted everyone's office hours

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6.8.3 DE Hawaii Island Representative **N/A**

6.8.4 DE Maui County Representative Kaileigh Tom:

Checked and sent out emails

Worked on initiative

Did office hours

Attended Activities meeting

Joined Activities Discord Server

6.8.5 DE Kauai Representative **N/A**

6.9 Campus Committees Report

- Academic Grievance Committee

- Health, Transportation and Technology (HTT) Committee

HTT Meeting Notes:

- Tech budget set
- Student fees still being collected
- Approve next year's budget at the next meeting in February
- Health fee
 - Many students not currently paying fee
 - Since there are no students on campus
 - Still paying mental health specialist
 - Run out by end of next year
 - If no one is coming to campus no money coming in
 - No one paying the health fee
 - More online time, need mental health specialist
 - Not many students seeing them
 - Dr sing does not have as many people seeing him as Dr. Taketa
 - May have updated numbers of students coming in
 - Option one- remove him, 2 - ask alternatives to pay, 3 - collect health fees again
 - No decisions today
 - Come up with things to cover the cost of the position, do we rethink having it in the first place
 - Dr. Analu Sing, currently a .50 FTE psychologist to a .75 FTE. The total amount of student health fee funds to be used will not exceed \$120,300 each year (including salary and fringe benefits) for two years, FY2020 and FY2021.
- Transportation
 - No shuttle but did the bus pass discount
 - Not many students took advantage of it
 - Should we take away the bus pass for a U-Pass
 - Plan/justify the transportation fee
 - Have the students form a subcommittee to find a plan to utilize the money to find

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ways to fund (bus pass add on cost, any ideas, etc.)

- Present our plans to the chancellor and eventually sent to the board of regents

- Report to heads with a plan and possibly have another meeting

- During break or beginning of January of ideas and meet as a group to discuss

ideas

- Try to get things done by next fall

- Keep u-pass, bring back shuttles, what's next?

- No shuttles but keep u-pass?

- Look at the budget being sent

- Come up with a plan on how to get funds

- 2-3 ideas on how to pay Dr. Sing and how to do the transportation fees

- Student gov voices needed to give ideas to the chancellor

- Very different from Manoa so we can have different ideas on how to do things

- Commencement Committee

Rouel: planning to do a pickup of Makana boxes, figuring out what will be mailed, mailing of paperwork, working on banner, drafting postcards, plan to finish before end of semester

Brient: Rouel and I showcased the Act toward the Commencement Committee, everyone is onboard with the plan

Commencement Committee are finalizing the numbers of the graduates, around 740 - 760 graduate students

Pre-recording video is still being constructed

Need more faculty staff and volunteer students for pre-recorded video

- OER Committee n/a

- Senior Staff Committee:

How to deal with zoom fatigue tips for students

- Faculty Senate Committee n/a

- Compliance Hui Committee n/a

- Student Affairs n/a

- Pueo task force: suggestions to reduce school budget for fiscal year 2021 and through 2024, Only 75 surveys were filled, Email for the F21 suggested responses

6.10 *Other*

- CSO Collab

7. Unfinished Business

7.1 Next steps/update to codified senate resolution 21-001

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- everyone can help make the resolution to take place and assist Brient.
- course is made available for spring semester
- 9 people are enrolled it needs a minimum of about 12 students
- help promote the African American class so it does not get dropped

7.2 Next steps update to codified senate act 21-001

- Because it is a document of the senate, we can all contribute and assist with moving it forward

8. New Business

8.1 BOR virtual meeting

- speakers concerned about cuts but wanted a real breakdown of the cuts
- budgets not approved until December
- concern about hiring outside of the UH system
- hopefully, hybrid by next fall
- second in nation for lowest student death
- we are getting higher graduation rates
- concern for hart stations with rail
- who will provide security for hart stations
- rail launch date pushed back again till 2033

9. Announcements and Open Forum

9.1 Save the Dates: Next meeting on December 14th

9.2 Reminders:

- Peer evaluation sheets
- Thanksgiving thankful for" responses by 11/24
- Legislative training after finals
- Advocacy training after finals
- Encourage students to enroll in African American History class

9.3 Member To-Dos: n/a

9.4 Committee To-Dos: n/a

10. Adjournment

- Motion: Kylie M.
- Second: Michelle
- Vote: Aye Unanimous
- Meeting Adjourned @: 5:12pm