

THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF HAWAI'I
2465 Campus Road, Campus Center Room 211A
Honolulu, Hawai'i 96822

Executive Senate Meeting #09 of the 109th Senate
Wednesday, September 22, 2021
Zoom

OPENING
Call to Order

President Kim called the meeting to order at 6:05 PM on Zoom.

Roll Call

Present:	[9]	President Kim Vice-President Renteria Treasurer Saari Secretary Rollon SAL: Kaeo and Sabandal Senator: Loos, Hokama-Paris, and Salameh
Excused Absence:	[1]	SAL Anuszezwska
Unexcused Absence:	[0]	
Excused Late:	[1]	SAL Columbres
Unexcused Late:	[0]	
Excused Early Departure:	[0]	
Unexcused Early Departure:	[0]	
On Leave:	[0]	
Advisor:	[1]	Advisor Manini
Guests:	[0]	

Reading and Approval of Minutes

a. Executive Committee Meeting Minutes #08, 109th Senate - September 8, 2021

Vice-President Renteria Motion to accept the reading of Executive Committee Minutes #08 of the 109th Senate.

SAL Kaeo Second.

APPROVED BY THE 109TH SENATE ON THE 6TH OF OCTOBER 2021

Vote was unanimously in favor; Motion carries.

Treasurer Saari

Motion to approve Executive Committee Minutes #08 of the 109th Senate.

Senator Hokama-Paris

Second.

Vote was unanimously in favor; Motion carries.

The Executive Committee Meeting Minutes #08, with amendments, was approved.

Official Correspondence

REPORTS

Executive

President

President Kim

I was out last week due to a medical concern, but all is good now. I have been working on getting caught up with my emails and figuring out campus life committee placements.

Vice-President

Vice-President Renteria

Last Saturday, we met to discuss the Mānoa office budget document. Thank you Advisor Manini for helping us with that. We finished the document on Monday.

I interviewed the candidate for the ASUH office staff receptionist position. Since then, I sent an official offer of employment. I'm not sure if they accepted it or not, we're still waiting.

Treasurer

Treasurer Saari

Advisor Manini, should we enter executive session even if we're not gonna pass the memo?

Advisor Manini

I wouldn't go into executive session. If now is the time to discuss the document, then you can all decide if you want to go into executive session.

This past week, Wing, who works in the fiscal office, raised a concern about Awards for Service in this Senate. The way the rules are written, the memo gets generated and is passed. At that point, the office can get started working on it, along with the Treasurer, to route it up for approval because the document has to go to Dr. Ideta for a signature. If for some reason the amounts are larger than \$500 for each person, then it would need to go above Dr. Ideta, but usually you all are below \$500. The intention to award executive officers more will push it above \$500 which will have to go above Dr. Ideta. It will be more complicated in that sense.

APPROVED BY THE 109TH SENATE ON THE 6TH OF OCTOBER 2021

Wing's concern is that it gets routed, he reviews it, then he okays it. He then sends it to me as the Director for SLD and I'm looking at it in that sense, not as your advisor because I don't get involved in the day to day life of ASUH, then I okay it then send it to Dr. Ideta. Dr. Ideta then looks at it and approves it then sends it back then Advisor Sonoda-Pale works with office staff to process it. In the meantime, you all have an appeal process. After the document is routed, which is technically the document that is approved. When you appeal and make changes, the office will process those changes but the other documents are the official documents that got attached to people's fiscal documents and become the official university record. If a person appeals, when the fiscal document comes, the award is different and even though there's minutes, the document has not gone all the way up and gotten approval from Dr. Ideta. When Wing looks at it, it could be interpreted as fraud. He said what gets routed all the way up has to get processed, not the appeal amount.

We need to go back to the rules. In the end, just because people write it into the rules doesn't mean it's implementable. I think that we need the meeting with the President, Vice-President, Treasurer, the Internal Affairs Chairperson, Advisor Sonoda-Pale, and myself to look at the rules to see what's really implementable. Routing multiple documents for the same people for the same month will cause a lot of confusion and your organization is audited every year. His concern is that when the auditors come, they're gonna go through your documents and see that a person is getting a different amount from what was routed and approved originally.

I can think of two solutions, having an appeal document and the original memo but the rules would have to change to do it that way because at this point, Senators have flexibility as to when they can appeal. The second solution is not to approve the document until the appeal is done. The Treasurer would have to release the memo and have adequate time to appeal and that goes to the executive committee and that change is made before the executive committee votes on the memo is routed so that all awards and appeals are handled internally one time and there are no further appeals once the memo is routed to administration. I know the intention is not to commit fraud but the appearance is there from the fiscal office's perspective and from my perspective, the appearance is bad enough. Because of the complexity of the issue, we should have meetings separate from the general or executive senate meetings.

For the current month, I would recommend that you handle it the way I am suggesting where you look at it tonight, but release it to the Senate and the Senate is told they have two weeks before the next executive

meeting to appeal and any appeals after that will most likely not be approved.

It's in the implementation where things can get messed up. We can stay true to the desire of the executive committee to let senators appeal and amendments but then as we implement it, having it as a free for all really complicates the fiscal processing and the appearance of the processing. There has to be some sort of restrictions and safeguards in terms of time limiting for appeals. My recommendation is to change the process so that it goes to the general senate and you let them see it and tell them to submit an appeal before you bring it back to the executive committee so that appeals can get put in by the executive committee and in the final version.

Treasurer Saari

Would it go from executive to general then back to executive?

Advisor Manini

I would just start by going to general first so that way you're not wasting time and that when it goes to general, they know it's a draft, though they're not gonna vote for it. You would let them know that it's a draft form and that if they want to appeal, it's due by the next executive meeting so that you all can amend the memo after you consider all the appeals and whether you approve them or not and amend the memo to reflect any changes made in the meeting and approve the memo with any amendments. You would need to make the changes that the committee approves and the document that you send out with your signature and the President's or Vice-President's, would reflect the original information with any amendments that the executive committee authorized and not allow any more appeals and that's where the rules need to change because the rules are not that restrictive.

Treasurer Saari

I'll be sending out the rate sheets for this month later this Friday.

Secretary

Secretary Rollon

No report.

Administrative

Advisor Manini

I just want to thank folks again, especially Vice-President Renteria and Treasurer Saari for helping with the forms that need to go to the state legislature. I found that with the UPASS initiative, the city and county ridership numbers compared to the general population shows that it is in the 10% range. Based on the data of who are continuing students who picked up stickers, especially now since we're issuing the holo card which means that students won't need to get their sticker manually. In terms of the amount of stickers we're giving out, we're already close to

10% and that doesn't account for those who are getting their new cards which many are new students. As time goes by and we're able to get more data and we transition to the holo pass, and if we can get data, there may be a chance that UH Mānoa student ridership rate is at a higher percentage than the general population in terms of public transportation use. This may be something for you all to look at if you want this to continue to be offered to students that you do promotions and encourage folks to use public transportation. One of the goals was to have students from this younger generation use public transport, not necessarily have it as their only means of transportation, but have them use it. I think it's worthwhile in terms of following up and Student Affairs usually does the surveys but I think it's worthwhile to follow up as time goes by and monitor the percentage of use by the general population and students. If students are using the bus more, then that is something you can use in your negotiations because the city wants to have more of the population using that service.

Vice-President Renteria

What does the 10% mean? What does it refer to?

Advisor Manini

It refers to the population. Oahu has 1 million people and ridership for July was in the 100,000 range so 10% of the population is using the bus.

President Kim

I was wondering if there's data from pre-COVID, just to see how much COVID has affected ridership.

Advisor Manini

In terms of the bus, they have all that information out there. During COVID, it went down toward 70,000. They have the data by month. They have the amount of rides and if you go further down there's ridership. I think in the long run being able to compare student data vs their data, that would be interesting to see.

Judicial Branch

Standing Committees

Campus Life

Senator Salameh

Progress

- Had first meeting on September 11, 2021
- Brainstorm and start to plan events for the fall semester
- Link to Campus Life event task list
 - <https://docs.google.com/spreadsheets/d/1OeSUZjAR5hzXzHNOL4MvWbMDxCRk11kLiInFjOlceI/edit#gid=0>

Plans

- Self-care workshop/seminar
- Bento take out for UH students living on campus on

APPROVED BY THE 109TH SENATE ON THE 6TH OF OCTOBER 2021

thanksgiving

Issues

Elections

Chairperson Rollon

Progress

- Candidate orientations done
- Candidates can now begin advertising

Plans

Issues

President Kim

How many candidates do we have?

Chairperson Rollon

There's 14 candidates.

External Affairs

Chairperson Hokama-Paris

Progress

- AS(You)H Week
- [For Haunani-Kay Trask](#)

Plans

- We plan to meet between September 25th and the 29th.
- We plan to create a Social Media Post Form (google form) to minimize the amount of senate members utilizing the ASUH social media platforms at any given time

Issues

- We are working on getting more/new embroidered polo shirts.

Vice-President Renteria

Did office staff get back all the polos they were asking for?

Chairperson Hokama-Paris

They gave us a list of what polo, if the polo was already embroidered, and if they gave it back.

Finance

Chairperson Anuszcwaska

Progress

- FM #3
 - FMM#2 approved
 - Began discussion on RIO funding decisions

Plans

- Extend timeline by a week, special order the bill instead
- FM #4 soon!

Issues

Internal Affairs

Chairperson Loos

Progress

APPROVED BY THE 109TH SENATE ON THE 6TH OF OCTOBER 2021

Plans
- [Campus Wide Committee Delegate Recruitment](#)
Issues

Vice-President Renteria I just wanted to ask Advisor Manini if there's anything special Internal Affairs has to do when advertising out to the student body for campus wide committee placements?

Advisor Manini You can send out an email and send it through an announcement or advertising through Ka Leo, you could do that as well by using funds in the advertisement line item. You can read the budget on how to access the funds.

President Kim The budget outlines money that has been allocated for campus life committee delegates. Advisor Manini mentioned something about that. Before we advertise, I wanted to be sure that was on or off the table or if we have to figure something out about implementation.

In our budget, we have a line item for awards for campus wide committee delegates.

Vice-President Renteria It's \$50.

Advisor Manini Before you could award any of those, you would need to come up with a process of accountability. Just appointing them is not sufficient enough to grant the \$50. You'll have to design a system of accountability. In ASUH, you all do ratings and calculations. ASUH would need to design a system of accountability so you know that they're actually engaging and filing reports. The senate would need to actively design that before paying out the funds.

President Kim I recommend Internal Affairs to discuss this item at their next meeting.

Investments and Long Range Planning

Chairperson Saari Progress
Plans
Issues

Advisor Manini The auditing process and all of the paperwork has gone through. We have two things going on right now: one, the university's external audit, which goes on every year usually will get asked to provide quarterly reports, the compliance document. The external firm happens to be the same firm that will be doing the three years of ASUH's audit, which is acuity. Jamie from Acuity had written this week asking we send the compliance documentation to her. We will need to do that. I will forward the email to

Treasurer Saari so that Treasurer Saari or office staff can send it. I believe it's for fiscal year 2021. It would have started from July 2020 to June 2021 so there would be four reports from that year. We should anticipate that we will be getting all kinds of requests with all regards to the three years, 2019, 2020, and 2021 fiscal years that we might need to provide to show that compliance was done and that the quarterly meetings were happening between the committee and Greystone. I told her we wouldn't be able to get back to her until next week and that I would let the Senate know and that we'd work on it.

Student Affairs

Chairperson Kim

Progress

Plans

- Email to be sent out soon

Issues

Undergraduate Academic Affairs

Chairperson Renteria

Progress

- Textbook Relief Award
 - Contacted winners and gathering document information
- Grad Fair
 - Starts next week, please share the advertisements for this event

Issues

SPECIAL ORDERS

UNFINISHED BUSINESS

NEW BUSINESS

Vice-President Renteria

For the awards for service appeal, do Senators need to voice why in the meeting or will it be read off?

President Kim

You can do both or neither. We'll definitely have the appeals available for viewing but if you feel you need to do testimony on it, that's optional.

Advisor Manini

I think it's fine for now for August, the appeals can wait. I think that by having the other meeting, we can clarify the appeal. Having the Treasurer introduce the memo to the general and having senators to potentially appeal, that the memo can get modified before it gets to the executive committee. It can be a draft then get modified. For now, I would hold off on the appeals. We need to have a meeting so that we can streamline the process from where it is now and still make it accountable by our university and fiscal standards.

OPEN FORUM

CLOSING

Adjournment

Treasurer Saari

Motion to adjourn the meeting.

Senator Hokama-Paris

Second.

Vote is unanimously in favor; Motion passes.

Executive Committee Meeting #9 was adjourned at 6:49PM.

Respectfully Submitted,



Marc Joseph Rollon
Secretary, 109th Senate