

THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF HAWAII
2465 Campus Road, Campus Center Room 211A
Honolulu, Hawaii 96822

General Senate Meeting #04 of the 109th Senate
Wednesday, July 07, 2021
Zoom

OPENING

Call to Order

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

Roll Call

Present:	[15] President Kim, Vice-President Renteria, Treasurer Saari, Secretary Rollon, SAL Columbres and Kaeo, Senators Almogela, Salameh, Mihailuk, Rabang, Baguio, Kirwan, Crowell, and Hokama-Paris
Excused Absence:	[3] SAL Anuszewska, Senators Loos and Okamura
Unexcused Absence:	[1] Senator Takinishi
Excused Late:	[0]
Unexcused Late:	[0]
Excused Early Departure:	[0]
Unexcused Early Departure:	[0]
On Leave:	[1] SAL Sabandal
Advisors:	[1] Advisor Manini
Guests:	[0]

Reading and Approval of Minutes

1. General Senate Meeting Minutes #03, 109th Senate - June 23, 2021
Senator Hokama-Paris Move to accept the reading of minutes for GSMM #03.
Senator Kirwan Second.

Vote is unanimous. Motion carries.

APPROVED BY THE 109TH SENATE ON THE 21ST OF JULY 2021

Senator Rabang
Senator Hokama-Paris

Move to approve the minutes for GSMM #03.
Second.

Vote is unanimous. Motion passes. GSMM#03 is approved.

Official Correspondence

Testimony

REPORTS

Executive

President

President Kim

No report.

Vice President

Vice-President Renteria

No report.

Treasurer

Treasurer Saari

No report.

Secretary

Secretary Rollon

I sent an email to all chairs and vice-chairs regarding the missing minutes of the 108th Senate. I just wanted to say thank you for all of your quick responses and updates regarding the minutes. It is important that we get our records updated ASAP. Summer is the time for us to get our affairs in order, past and present, since we do have the time to work on the minutes. From now on, I am gonna expect chairs and vice-chairs to report on the updates of their minutes in the SCR. Once the minutes of the 108th are complete, we will be moving back to past senates and their missing minutes.

In regards to the minutes, I did mention in the emails that you can put in a work request to have the ASUH office staff transcribe the minutes. I just wanted to make sure that you all understand that minutes fall under the roles of the vice-chair, and the chair will step in when needed. Utilize office staff only when you really have to and even then, give them ample time to work on the minutes.

Senator Baguio also brought up to me that there is no standard in the naming of the minutes. In past Senates, each vice-chair was able to name their minutes as they saw fit. To make it consistent throughout all committees, you will follow this format:

109CommitteeAcronymCMMXX DATE DRAFT/CODIFIED. For example, the UAA committee: 109UAAcmm01 07072021 DRAFT.

Thank you Senator Baguio for bringing this up to me, this will

standardize the way we name our documents and make it more consistent.

For new chairs and vice-chairs, please contact Healani to get set up with Kaulike. In the past, you would go to the office to upload documents into Kaulike, but because of COVID, you now can have remote access. She said to come in during regular office hours but I would still let her know ahead of time. Access to Kaulike will be vital to your work so get this sorted out ASAP. Also to vice-chairs, if you need help understanding your duties and codification of minutes, contact me or your chairperson so we can help you, or Vice-President Renteria as she's responsible for Senate development.

Also, please make sure to respond to the emails from the office staff. There are still a number of you who did not email them your personal information for the website and IG post, your shirt size for the ASUH uniforms, and your WH-1 forms. They have a timeline of when they want to complete tasks and they can't move forward until you do your part and communicate with them.

Senator Kirwan

For the date of the final minutes, is the month first or the day first?

Secretary Rollon

Month, date, then year.

SAL Kaeo

Does the office want us to go back and rename past Senates or is that how we will be naming the documents from now on?

Secretary Rollon

We will be following the naming from now on. If there are minutes approved from the 109th Senate, follow this naming format.

Administrative

a. Advisor

Advisor Manini

I just wanted to say thank you, Secretary Rollon, for your leadership with this matter, to help ASUH manage the records in an efficient way. I think your initiative in this manner leads me with nothing to add and I wanted to say thank you and I hope the rest of you in the Senate can help support the vision to keep the records more organized in this manner. I think there is a lot of potential in these solutions the secretary is coming up with and I look forward to how it plays out this year.

b. Operations Manager

Judicial Branch

a. Student Court

Standing Committees

Campus Life

Chairperson Mihailuk

Our Progress

- had our first meeting over the weekend

Our Plans

- setting time for next meeting

Issues

Elections

Chairperson Rollon

Our Progress

- Packet approved by Healani
- 2 draft minutes to be approved and codified on Sundays meeting

Our Plans

- Will send packet to chairperson Loos for approval
- Plan to have July meeting with committee to divide up responsibilities and advertisement ideas
 - When2Meet already sent out
- Plan to have packet/calendar fully done by GSM #5 for Senate approval

Issues

External Affairs

Chairperson Hokama-Paris

Our Progress

- We had our first official meeting on July 2nd.

Our Plans

- We plan to have biweekly meetings throughout the summer to better prepare for the upcoming semester.

Issues

Finance

Chairperson Anuszezwska

Our Progress

Our Plans

Issues

Internal Affairs

Chairperson Loos

Our Progress

- Emailed Advisor Manini to schedule a meeting to go over IA rules

Our Plans

- Meeting this Friday, July 9th, at 5:30pm via [ZOOM](#)

Issues

Investments and Long Range Planning

Chairperson Saari

Our Progress

- Missing meeting minutes from 108th's ILRP - contacted previous Chair and Vice-chair but no response.
- Working on getting the quarterly report

Our Plans

Issues

Student Affairs

Chairperson Kim

Our Progress

Our Plans

- When2Meet sent out
- Tentative meeting on Friday

Issues

Undergraduate Academic Affairs

Chairperson Renteria

Our Progress

- 1st UAA meeting
 - July 11 @ 1PM
 - Email with agenda was sent out
 - Discuss the calendar, fall scholarships, and grad fair
- 107th UAA minutes
 - Footers were added and the last meeting minutes will be codified at Sunday's meeting.

Our Plans

Issues

Other Committees

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

NEW BUSINESS

OPEN FORUM

Secretary Rollon

My vice-chair is on leave, I wanted to know how I should go about our committee's minutes. I don't mind doing them, I just wanted to know if that would affect my awards for service for doing both chair and vice-chair duties? Should someone replace her for the month of July, but a week has already passed?

President Kim

I believe I could send out a President's Message assigning someone as vice-chair temporarily.

Advisor Manini

Yeah, you could do that.

President Kim

If you send a name to me, we can make that person the temporary vice-chair or if people in your committee want to volunteer, we can do that.

CLOSING
Announcements

Adjournment

Senator Kirwan
SAL Kaeo

Move to Adjourn.
Second.

Vote was unanimously in favor; motion carries. General Senate Meeting #4 was adjourned at 6:30 PM.

Respectfully Submitted,



Marc Joseph Rollon
Secretary, 109th Senate