



*Everyone*

Discusses one thing that they learned about themselves during quarantine.

*President Albano:*

Before we kind of get down to business, I think it is important if we spend some time discussing what the Executive Committee is and kind of the things we do. Basically, the Executive Committee is where legislation that ASUH is proposing, such as bills and resolutions are first heard after it has been proposed. Typically what happens is these legislation can get referred to different Committees and to the General Senate. It comprises the Executive officers, the Senator-at-Larges, and the Standing Committee Chairpersons. Thanks so much for being here. If Advisor Manini wants to add anything else, feel free to do so.

#### Committee Placement

Chair/Vice-Chair "Interviews"

*President Albano:*

This week, I have been conducting interviews with those who have expressed interest in being chairpersons or vice-chairpersons, so far I have met with a majority of them. Vice President Ogata-Tambua has been able to join some of them since the Vice President also works on leadership development, getting a sense of where some senators are. And so I will be finishing up the interviews this week and over the weekend and I will take time to finalize the committee appointments once that's done.

Does anyone have any questions for me?

#### Committee Steering Meeting

*President Albano*

So the next part I have on the agenda is the committee steering meeting. This is something that I wanted to bring up and something that the 107 senate president has recommended that I do since there are going to be a lot of new members and also different people filling these various positions for the committee. I'm thinking that we could have a committee steering meeting for those who are going to be appointed as chair or vice-chair, once that's been approved. Then I think we can all kind of have a meeting where we can all have a meeting to talk about our plans and what we want to do. We can start talking about that once the committees have been approved next week Wednesday at our General Senate Meeting. But just something that I wanted to bring up is that I think it would be a good idea to have a kind of like steering meeting once the committees are formed.. I will probably reach out to everyone to see if anyone has insight or if anyone has anything they want to help with. Please let me know and I'll send out an email about that.

Does anyone have any questions?

*President Albano*

I wanted to briefly talk about some updates relating to COVID 19, and the structure of how things are going to be in the fall. If Advisor Manini would like to elaborate more on this in her report, feel free to do so, but from my understanding you might have also gotten an email about how fall classes are scheduled to be in person, I believe that administration has restricted classes of over fifty people to be held online. Because COVID-19 has had quite a bit of change, the administration has had to make a lot of new policies and do certain things. The former 107th Senate President informed me that there are likely to be different committees that different aspects of this sort of organization may be

sending emails to me about requesting members to work on different aspects of this reorganization. And when those do come out, I will let you all know. If you are interested in being part of one of these committees, then I highly encourage you to let me know. I believe that is all I have for the COVID updates. I've received emails about reorganization updates as well. I have been getting a lot of emails from different parts of the administration and introducing me to being part of those meetings. Any questions?

*SAL Bowersmith*

Yeah you might not know the answer, which is okay, but I was wondering if you heard anything about the KRS classes and if they're planning on handling differently like KRS 100 stuff, weight lifting or aerobics and if that is going to be different as well.

*President Albano*

That's a good question, I'm not too sure. I was not informed about anything about that, does Advisor Manini know anything about that?

*Advisor Manini*

I think most of the attention right now is with summer session two. Summer session one is all online, but Summer session two was supposed to be a time to test run certain things so that it would be smoother for the fall. But what I was told is that there are only fifteen courses that are face-to-face over summer. The rest are going to be online. I'm not sure, they didn't say which disciplines and then they said a bunch of nursing classes that are practical and off-site at Hospitals and Clinics and those types of things. So the thing about fall is that the departments are being asked to identify classes that have to be taught in-person, and to teach other classes online Anything over fifty like Donovan said is going to be online. So it's the faculty within that department of KRS that would know, so the department chair is going to be the most informed. Is that your major, Hannah?

*SAL Bowersmith*

I was just curious. I was just wondering because it's something that would have to be in-person. If we're concerned about spreading COVID, that would be possibly problematic more so than some other classes.

*Advisor Manini*

I am not familiar with the pedagogy or the methodology that's used by the faculty members for the courses every single person on the campus, obviously there are so many of them. So basically we're being asked whether or not we will be able to teach those courses. For those that are face-to-face, we're going to have to practice social distancing and do what's safe. The institution itself from various conversations is trying to determine and look for guidelines in terms of how much space is really needed besides just the six feet distancing because in some cases the six feet just doesn't seem like it is enough I think, so I don't think they have it all figured out. But, if there's any program that you have students who are coming and asking about specifically, the best place to go if you want to get answers faster than waiting is to contact the department chair for that particular academic discipline and then to find out if they're going to be offering a particular course or courses in-person or online. So it's going to give people the best answers if they're very specific about which courses, but I was told also by Dr. Ideta in a meeting I was in with her that Provost Bruno is really leaning towards more online. Although President Lassner is saying face-to-face for fall, Provost Bruno is leaning towards more online for fall and less face-to-face. And we'll see if he still takes us into the spring because people across the nation are still worried about the fall semester I believe. So if they can have like most classes online more than fifty percent online and then us dealing

with smaller classes that are face-to-face. I think that's basically what they're hoping for. But all of it is not scheduled out and they don't yet. We're all being asked to plan and phase out how we're going to reopen and how we're going to deliver whatever we're delivering and all of those plans are not done yet, we're working on them now. So for fall, I think there's a deadline we have to figure all of this out by the end of June, so it's still in the planning.

*President Albano*

Thank you, does anyone have any other questions?

### Reminders

(1) Agenda Items & Documents due Mondays, 4:00 p.m.

*President Albano*

Some reminders for the agenda items and documents. Typically, I will need to put the agenda item before I send it out. So I'm planning to stick with sending out the agendas probably on Mondays at 6:00 p.m. So if Senators are interested in sending in or wanting to include items and documents on the agenda, I set it for Mondays at 4:00 PM.

Any questions?

### General Senate Meeting Reminder: June 3, 2020

Okay awesome. If not, I just have one more reminder that we're having our next general Senate meeting next week, Wednesday, June 3rd at six o'clock via zoom. That will be the meeting that we will appoint and approve of the committee placements.

Does anyone have any questions about that or the committee placement?

### **Vice President**

*Vice President Ogata-Tambua*

I don't have anything more to say. I already sent out an email to all the senators and how to get into contact with me. If they have any questions or just need someone to talk to. That is pretty much it for me.

*President Albano*

Does anyone have any questions?

### **Treasurer**

*Treasurer Oshiro*

Okay I just had like a quick thing. I am getting trained by the past treasurer and I'm also working on scheduling a meeting with you, Bonny and Healani. I will send you an email following up about that and find a good time for all of us to meet. And then Healani gave me the links to the rate sheets, so I will email that out to everyone tonight. Both people in the 107th and 108th senate need to fill it out because of the overlap.

*President Albano*

Thank you. Any questions for Treasurer Oshiro?

*Advisor Manini*

Did you pull the Senate Bill number so you have 0121 for the Senate budget act? I just want to be sure nobody else pulls from 0121 because you need it for the budget.

*Treasurer Oshiro*

I'm not sure, but I can go do that in the ledger. So just mark it in the ledger?

*Advisor Manini*

Yes, just to be sure the office knows that you need that number, and I am not sure how you guys pull numbers. Do you do it electronically these days because I haven't been involved with the operationalization of that, but I believe that if you let the office staff know, they can probably show you somewhere you can clean the number but be sure you take the number, because that's usually the number for the budget.

*Treasurer Oshiro*

In recent years, I believe we have been using the ledger in the senate drive to mark out the numbers for different bills and resolutions. So I'll go look for that.

*President Albano*

Any other questions for Treasurer Oshiro?

### **Secretary**

*Secretary Gogue*

Just like Treasurer Oshiro's quick update, I did get trained by the last two secretaries, Dominique and Sheena. They helped by giving me a lot of resources. I'm just basically getting the hang of all the little details and things like that. So yeah that's pretty much it.

*President Albano*

Any questions for Secretary Gogue?

### **Administrative**

#### 1. Advisor

*Advisor Manini*

Just again welcome to all of you and I know you'll be adding more people to the Executive Committee, but this body is really important because you're the leadership of the Senate, and you set the tone for how the senate operates during the year and model basically your expectations and the behavior you want to see from your fellow senate members. So I think it's really important for you to you know think about that and know that you're extremely important to the continuity of this organization that's now a hundred and eight years old and it will withstand all of us and keep going, you know, and so in that sense, you should be very proud to be part of an organization with this rich history

So I wanted to let you know, you know the student pantry food vault Hawai'i is something that ASUH envisioned a couple years ago and initiated. That is located in Hemingway 101 and during COVID since spring break and after spring break we were able to keep it open. So student life and development, myself, and a couple of student fellows who get funded by the Vice Chancellor we've been able to keep it open by appointment so that we could help people social distance and still get them, you know supplies from what we had in inventory. We did do a drive. You probably got an email and we got lots of donations which was great. Because of COVID, and we usually don't keep it over summer, but because of COVID and there's a possibility that students really still need food, we're going to keep it open by appointment and there's a form to fill out if people still need food. So they go and fill out the form. What

we're going to do is we will bag the food at the vault in Hemingway and bring it to Student Life and Development because during the summer we don't have funding for staffing at the vault, but we do have people in our office, myself and Caitlin who can go take care of this. So the form has to get filled out twenty four hours in advance and then in the evenings before the days when we're open Kaitlyn or myself or the both of us will go and pack up the bags for those who have requested, bring it to SLD and then the students would come to SLD instead during the summer and then grab their bag with what they checked off and we'll put as much of what we have available based on the checks that they put into the form and distribute it. For summer it is a bit complicated we can't access the students who are registered for the fall so what we decided to do is to allow for those who are registered in the summertime to be able to still come and get if they really need and then later during summer and more like in August when we will actually be able to switch over to fall people as well because it is just a matter with the banner system and our accessibility with the Manoa ID. So please know if you know of anyone if you are in need of food in your or on or near campus that is still available and it will keep you posted if it's not.

We also need to write up a report for year two of the pilot, which is a three-year pilot program, and I'm hoping to do that, you know, no later than late June so during the month of June will look at everything from this past Academic Year and then do our annual report and then come back to ASUH, SCP of B, and CCV to provide you with the report from the two year pilot program. So that's kind of the only thing besides the fact that I definitely want to meet. You know, normally I meet one-on-one with the President. We got to figure out which day we're doing that and then bust at the beginning definitely with the treasurer to get the budget going and then secretary if you'd like to meet, yes definitely and then with the vice president for the leadership development plans for the Se.uld be done with that by no later than the end of the first week of June. So thank you, that's it

*President Albano*

Thank you. Any questions for Advisor Manini?

**Judicial Branch**

**Standing Committees**

**Campus Life**

**Elections**

**External Affairs**

**Finance**

**Internal Affairs**

**Investments and Long Range Planning**

**Student Affairs**

**Undergraduate Academic Affairs**

**II. SPECIAL ORDERS**

**III. UNFINISHED BUSINESS AND GENERAL ORDERS**

**IV. NEW BUSINESS**

**Kickoff Planning**

*President Albano*

I think this is a good time for us to start thinking about how we want to start building the relationship within ASUH with our senators and also how we can start to plan for the new school year. When I was on senate, I was elected during a general special election in the Fall, so I was not there during the summer or at the beginning of the fall when you know, all of this kind of kick off timing was happening, so I think this would be a good time for us to maybe jot down some ideas or maybe talk a little bit about how we can start doing that. So I will open up the floor and anyone wants to say anything with ideas on how to kick start this planning stage.

*Vice President Ogata*

During the interviews, I have been asking the Senators for ideas on how to meet each other. Working with me and Donovan, we both believe that we need to get to know each other first and build that relationship before we can move on. Some ideas that some of our senators came up with, some of the senators said we could split into groups on zoom and have little ice breakers or games or kahoots and quizlets with random questions like what is Donovan majoring in and just talking about ourselves so we can get to know each other more. But If you guys have any other ideas that we could do while we're still online so we can still get somewhere.

*President Albano*

Does anyone else have any other ideas?

*SAL Bowersmith*

Last year's kick off was a year ago, but I feel like last year's kickoff was more informational about what we're doing. Is that going to be a separate event to kind of talk about ASUH rules and procedures and all that?

*President Albano*

I guess there would be two sides of this kick off. So one would be kind of getting to know each other the more social aspect of building that relationship within ASUH, and then the other side being, you know, getting to know more about ASUH, as an organization and the kind of roles and responsibilities that we have. Traditionally we have had new senator orientations talking about what ASUH is, how the organization is structured, the roles and the responsibilities of senators, expectation things like that. So that's definitely something that we can work on continuing to do. I guess for right now, maybe we can talk about when we can start talking about the social aspect and then we can move on to the other side.

*Treasurer Oshiro*

Any activities or things like that, that you think would be good?

We should play pictictionary like we did for the ASUH week on instagram. We can do it on Zoom

*President Albano*

Yeah...introducing people and getting to know everyone..anyone else has any more ideas. If not you can feel free to email us.

*SAL Bowersmith*

I know this could be boring but if everyone could fill out a basic file that everyone can have access to. If there is like a little cheat sheet of basic information, then I would have known little basic things, class standing, major, stuff like that.

*President Albano*

That's a great idea, thank you for that

*Treasurer Oshiro*

Then we could do senator trivia and quiz people on how much they know about everyone else.

*President Albano*

I like that, that's a good idea. Any other ideas? If not then feel free to reach out to us or just message me with any ideas.

If not we can talk more about the kick starting for the summer and fall. I'm not sure how it worked last year. So if anyone would like to share some insight on how everything got started, I really appreciate that.

*Advisor Manini*

You know Donovan, I didn't actually attend the stuff that they did but they just followed what was done the previous year. So there should be powerpoints that they use in order to guide this sort of basic types of development activities that they do to sort of set their goals for the year like some overarching goals they want to work on during the academic year, and those kind of things I think that we just need to go into the files, go into Kaulike, and see what we can pull or have Landon tell you where they are so that you're not looking blindly to figure out where the powerpoints that were used are and then it'll be much easier. I think having a conversation without knowing what they did is a good idea because you guys might come up with other creative ideas that are far more innovative and that you feel like match up with you guys better. If we need to go back to what they did before, they had powerpoints for I think most of that training and then they used Jannah's old stuff and tweaked it. I don't think it's impossible to get all of that. It might be in that Senate Google Drive, which I don't know that I have access to. I'll have to figure out if I have access to it, but that's where I believe we use it for.

*President Albano*

Okay awesome, thank you. I was just kind of curious, what do you think is the best way to start with this work. I will be honest I am not sure where to start. Does anyone have any recommendations on how to start that?

*SAL Kaeo*

I know you talked about introductions when we start meetings.

*President Albano*

I guess what I am trying to say is, you know with all of the work that we need to start doing I guess like in our different capacities and even just you know, what just you know starting I'm not really sure where to start. So I'd love if anyone would like to show that makes sense.

*Advisor Manini*

The logical place for me which might be boring for you is once you get your committees together, its to have the committees meet with their chairs to find out based on what their function is in each committee that each committee then think about and brainstorm on what they would like to work on in the year tied to the function of that particular committee and then they bring together that information to say that. And I would ask them to keep it to three no more than five, you know, because you go five and more a lot of the times you have a very difficult time or they'll have a very difficult time delivering anything because they get so like overwhelmed by so much stuff, but if you go like one to three or



three to five maximum and they bring it forward in terms of this is what we believed. We'd like to be focusing on this year and then go sort of emerge, you can see if there's a theme across Committees of things that they need to work on. But even one two three items are good for them, you know to come up with. One stretch item that they can make some progress on, but then we'll have to hand it off to the previous Senate. I mean each committee should have had things handed off to them as well or is in the committee folders that they can review like what the previous Senate was working on and whether they want to keep working on any of those things or whether they want to change direction and work on new things. So I mean, that's the other thing if they can't bring ceremony. They can look back at what the committee where the committee left behind and how they want to progress there. That's kind of what I would do because it empowers those who are in the committee to bring forward their ideas and then as an executive committee, if there's things that you really would like them to think about working on, focus on those they don't bring up. Then you guys can give them feedback on that and see if they're willing to also work on these items that are important to you or you could already start planting seeds with them as you appoint the chairs that there are some things that you guys might want them to work on. So just a bunch of different ways, you know to do that and then get it documented. So it's very clear across the board like what you guys would like to accomplish this year. So that's just for me but I mean, I love to hear from other Senate Senators that have been serving for a while. Does that sound like a good plan or would you approach it in a different way?

*President Albano*

Thank you, would anyone like to add on to that or address Advisor Manini's question?

*Treasurer Oshiro*

Bonny, I like your idea of starting with the committees and working up and then looking for a common theme. I think that would be effective and Donavan like you are already talking about committee framework meetings. Which I think is a great idea. Set up some checkpoints like one during the summer and then a couple the semester. I know in the last senate we had a committee framework meeting in the summer in the very beginning. I think it was in the summer and then I don't think we really followed up on it after that. So everyone was kind of left to their own devices. So I think it would be helpful to set up an actual framework, you know, like more of a timeline if that makes sense. I think that might be helpful, just a suggestion if that makes sense.

*President Albano*

Thank you, Treasurer Oshiro. Does anyone else have anything to add if anyone has any ideas or suggestions. If not then thank you for everyone sharing their ideas. I think that's a great place to start. Yeah I kind of was just like I'm not sure where to start, so thank you for giving some insight. And also if you already have the kind of ideas that you're hoping to implement within the 108 Senate then you know feel free to reach out to me and kind of discuss that further.

*Treasurer Oshiro*

I think what also might be helpful for the incoming committee chairs. Maybe you or Emily follow up with the past chairs to again remind them to please upload if they have any planning documents or brainstorm documents to please put that on the drive or put it into kaulike or somewhere we can access it. Because one problem Campus life had was in the past chairs weren't always the best about keeping records, so we had to do a lot of stuff from the ground up and we shouldn't have had to because it's been done so many times so that might save some people some headaches.

President Albano

Awesome. Thank you for sharing that, that's great advice. Any last mana'o, any last ideas or suggestions, comments? Alright, if not that's pretty much what I had for this meeting. I will send out an email to everyone to get an idea of where everyone is hoping to get at with ASUH. I've been able to read over the committee placement forms and see what people have been interested in working on. So I'll be there looking up for that and I will let anyone know if anyone has any questions.

**V. OPEN FORUM**

**VI. CLOSING**

**A. Announcements**

**B. Adjournment**

Treasurer Oshiro

Said motion.

SAL Anewschefska

Second.

Vote was unanimous, Motion passes.

Meeting was adjourned at 6:57 P.M.

Respectfully Submitted,



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Mikaelyn Marie Gogue  
Secretary, 108th Senate