

**THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF HAWAI'I AT MANOA  
2465 Campus Road, Campus Center Room 211A  
Honolulu, Hawaii 96822**

**Executive Committee Meeting #17 of the 91<sup>st</sup> Senate  
Thursday, December 4, 2003  
Hemenway Hall 215**

**CALL TO ORDER** President Conner called the meeting to order at 5:00 pm in Hemenway Hall Room 215

**ROLL CALL** Present: President Conner, Vice-President Baker, Secretary Nagasako, Senators-At-Large Chung, Dilg, Senators Chinen, Lachman, Lum, Matsumoto, Novitske [10]

Excused Absences: Treasurer Hayashi, Senator-At-Large Dayoan, Senator Mellinger [3]

Excused Tardies: Senator-At-Large Dahilig (5:07 pm), Senator George (5:07 pm) [2]

Guests: Senator Velasco [1]

Advisor: BonnyJean Manini [1]

**READING AND APPROVAL OF MINUTES**

**MOTION** To approve Executive Committee Meeting Minutes #15

**Motion approved viva voce**

**MOTION** To move in Roll Call, Senator Chinen from "Unexcused Absences" to "Present"

**Motion approved viva voce**

**MOTION** To call the question

**Motion approved viva voce**

**MOTION** To approve Executive Committee Meeting Minutes #16

**Motion approved viva voce**

**MOTION** To change the spelling of "Kuyaye" to "Kuwaye" in Vice-President Baker's report

**Motion approved viva voce**

**MOTION** To call the question

**Motion approved viva voce**

**OFFICIAL CORRESPONDENCE**

President Conner received a memo from the Chancellor regarding the budget process. Senator Renaud has been appointed to the Budget Advisory Board for the Chancellor.

## REPORTS

Vice-President  
Kawika Baker

Applications have been sent out for the Hawai'i State Leadership Conference. It will cost around \$415 for each Senator to attend the conference. An e-mail has been sent out asking which Senators are interested in attending. There will be a Caucus meeting on Saturday, December 6<sup>th</sup> at 8 am in Bachman 113. They will go over the legislative packets from the system's perspective.

Advisor  
BonnyJean Manini

There has been an RIO funding complaint. The RIO met with the advisor and the student who complained would like to work with ASUH. The advisor will follow-up on the complaint.

Cultural and Ethnic Diversity  
Keevan Matsumoto

The committee started contacting culturally related RIOs for funding for the Spring 2004 semester. At the committee's next meeting, a guest will be coming in to discuss SRes 10-04

Elections  
Kalae George

The committee has begun to plan for the Spring 2004 semester elections. There will be 5 or 6 vacancies within the senate. The committee will begin advertising when school begins its Spring session. There will be a meeting during the week of December 7<sup>th</sup>.

External Affairs  
Rouel Velasco

The recipients of the Undergraduate Student Distinction Award will be given monkeypod bowls on December 8<sup>th</sup>.

Internal Affairs  
Jon Chinen

There will be a meeting on Monday, December 8<sup>th</sup> at 12:45 pm. Senator Matsumoto will share his joke-of-the-day.

Investments and Long-Range Planning  
Lexi Novitske

There will be a meeting on Monday, December 8<sup>th</sup>.

Academic Affairs  
Allison Chung

The committee has one more research grant proposal to bring before the senate. The next meeting will be held on Tuesday, December 9<sup>th</sup>, at 6 pm

Student Affairs  
Shayna Lum

There will be a meeting on Wednesday, December 10<sup>th</sup> at 4:30 pm in Henke Hall 301. The committee held a meeting on December 3<sup>rd</sup> during which they discussed security, specifically lighting on campus and the on-line book re-sale which has been changed to the books being posted on the ASUH website.

## NEW BUSINESS

SRev 09-04 Committed to the External Affairs and Internal Affairs committees

SB 23-04 Committed to the Elections and Finance committees

SB 24-04 Committed to the Elections and Internal Affairs committees

**MOTION** To add SRes 10-04 to the agenda

**Motion approved viva voce**

SRes 10-04 Committed to the Academic Affairs and Cultural and Ethnic Diversity committees

SRes 11-04 Committed to the External Affairs committee

SRes 12-04 Committed to the Academic Affairs committee

### **OTHER ITEMS**

How should the ASUH letterhead be used? Currently, there is no formal policy.

Discussion: Vice-President Baker: There is a concern that people are sending out letters to offices, Deans and Chancellors with the ASUH letterhead, when the issues being discussed are not official ASUH stances. Advisor Manini: It might be hard to place guidelines on the letterhead. Usually, Senators that use the letterhead say "I" rather than ASUH as a whole. Vice-President Baker: This issue is coming up because a budget request was seen written by a Senator using the ASUH letterhead. President Conner: Do we want to look at restricting the use of the letterhead? Or, should we set guidelines on how to use the letterhead? Advisor Manini: If the Senate does not want to set guidelines for the letterhead, Senators can also have the option of creating their own letterheads.

President Conner will make a President's Message with guidelines for using the ASUH letterhead for the next General Meeting

### **OPEN FORUM**

The Board of Regents is taking on redesigning the UH logo. A design team is being set up and they want student representation from the different campus'.

### **ANNOUNCEMENTS**

If any Senators are leaving for the Winter break, please request leave.

### **ADJOURNMENT**

**MOTION** To adjourn the meeting at 5:42 pm

**Motion approved viva voce**

Respectfully Submitted,

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Martina J.M. Nagasako  
ASUH Secretary