Minutes for Delegation Meeting 10-009

Date of Meeting: May 16, 2011 @ Honolulu Community College

Call to order: 10:02 am

Roll Call

<table>
<thead>
<tr>
<th>Executive Board</th>
<th>Present</th>
<th>Tardy</th>
<th>Excused</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Chair: Kelson Ho'omano Pakele</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vice Chair: Sharain Naylor</td>
<td></td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data Director: Mindy Alles</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Treasurer: Jeremy Castillo</td>
<td>11:03 am</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oahu at-Large: Trevor La Torre-Couch</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Neighbor Island at-Large: Kanoe Case</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Caucus Delegates

<table>
<thead>
<tr>
<th>Caucus Delegates</th>
<th>UH System Campuses</th>
<th>Present</th>
<th>Tardy</th>
<th>Excused</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travis Fallon</td>
<td>UH Mānoa ASUH:</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matthew Inouye</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sharain Naylor</td>
<td>UH Mānoa GSO:</td>
<td>x</td>
<td></td>
<td>X(sharain)</td>
<td>X(sharain)</td>
</tr>
<tr>
<td>Shanna Clinton</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amy Brinker</td>
<td>UH Mānoa SBA:</td>
<td>x</td>
<td></td>
<td></td>
<td>X(sam)</td>
</tr>
<tr>
<td>Sam King</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kelson Ho'omano Pakele</td>
<td>UH Hilo:</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sara Antel</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sek &quot;Ali&quot; Vandeth</td>
<td>UH West O'ahu:</td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Palika Bell-Cockett</td>
<td>UH Maui College:</td>
<td>x</td>
<td>x</td>
<td></td>
<td>X(palika)</td>
</tr>
<tr>
<td>Allen Pan Takase</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kanoe Case</td>
<td>Hawai'i CC:</td>
<td>x</td>
<td>x</td>
<td></td>
<td>X(kanoe)</td>
</tr>
<tr>
<td>Mindy Alles</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poima &quot;Po&quot; Sataua</td>
<td>Honolulu CC:</td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Howard Kam</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kellie Dinwiddie Kala</td>
<td>Kapi'olani CC:</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lyle Amine</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bethany Compton</td>
<td>Kaua'i CC:</td>
<td></td>
<td></td>
<td>X(diane)</td>
<td>X(betthanoy)</td>
</tr>
<tr>
<td>Diane Sater</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chelsea Campbell</td>
<td>Leeward CC:</td>
<td></td>
<td></td>
<td>x</td>
<td>X(tracy)</td>
</tr>
<tr>
<td>Tracy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jeremy Castillo</td>
<td>Windward CC:</td>
<td></td>
<td></td>
<td>11:03 am</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL: Advisor: Karen Lee x

Establish Quorum
3.1 Quorum Established? Yes

Open Forum Guest
I.1 Matt Williams (BOR Student Regent) Skype
Approval of Agenda and Minutes
Minutes for Meeting 10-008
Motion: Sam to table the minutes till retreat in September
Second: Alan
Vote: Unanimous

Agenda for Meeting 10-009
Motion: Shanna
Second: Sam
Vote: Unanimous

Unfinished Business
1.2 Security Issues
- Sam: What was discussed last time that there are some concerns on the UH Manoa campus about security. Lots of security incidents. People wandered on campus without being questioned at all. UH Manoa campus is the 3rd safest campus in America but some think it’s the third dangerous campus in America. Information on the facebook group with the national security statistics. Strange that people think that the campus is safe but seems to be dangerous.
- Chelsea: Required that they post the crime rate and the letter is sent out.
- Sam: Isn’t posted on the website or easily accessible. UH Manoa is the best.
- Mindy: UH Hilo & HawCC gets security statistics
- Allan: At UH Maui College only student employees, faculty and staff are sent the information on the security issues. They are sent pictures of students or have been kicked off
- Sam: Website has changed a little bit, http://www2.ed.gov/admins/lead/safety/campus.html#data Click on data on campus crime and there is excel and pdf links to download.

1.3 Sustainability Issues
- Sam: Attended the Richardson conference. Discovered that the girl that started Sustainable Saunders wrote a book and published it. She is now working for a consulting firm and the UH will hire the consulting firm to do what she used to do for free.
- Shanna: GSO is funding projects that an individual will lead. Sustainable UH is a group that they go to in order to get student who are interested and projects to fund. Most of the student projects aren’t paid and most goes into the equipment and is paid for student fees.
- Chelsea: Johnson controls to completely change everything about their campus to make it more sustainable. Change all the lights and the AC. Changing to motion sensor lights. Planning on putting a giant solar panel over their parking lot. Still trying to get recycling bins on campus. Loan system… they do all the work for free now and pay back by all the money they save on the energy and water bills. So not losing money just will get back at a later time.
- Allan:
- Ho’omano: Seems there is a focus on sustainability, seems there is information on what to do but is it being done to save money or is it an issue? Over the summer if you can how big of an issue is it? Is it going to be a bigger caucus issue or not?

1.4 Legislative Presentation
- Mindy: I had an interesting experience. I was shadowing Representative Corinne Ching. I really got to see the ins and outs and daily schedule of a representative. In the morning she was running late to the office due to her daughter being sick. So I sat with her staff and took notes on her hearings that she was suppose to be in but wasn’t able to make. It was interesting to sit there and listen to the hearings. She arrived at the office and then we left and went downtown to a meeting that she had to attend in regards to the APEC conference coming up later in the year. The area she represents is Liliha district which has a lot of history in Hawaii and she was meeting with the APEC conference people to see if they were going to schedule a drive/tour of her district for all the important people coming for the conference. We left that meeting to head
back to the capitol for house sessions. We ended up being late due to leaving the downtown meeting late and getting caught in some traffic. All the students that were there that were shadowing other legislative members were sitting in the gallery and listening to the house session. We came towards the end of introductions, so Corinne asked if later in the session towards the end if she was able to introduce me since we were late and I wasn’t introduced. It was a great gesture by her and told her it wasn’t needed. After the house session she had some other committee hearings to attend in which I was at her office watching on the TV with her staff. When she finished with her committee hearings she came back to the office and took myself and her daughter out to lunch at her favorite place to eat, a country club that she is a member of. After lunch we returned back to the capitol where she attended some more hearings and then it was time for me to leave. During our conversations throughout the day she had mentioned she lost some of her staffing and was looking for a new office manager. She told me to keep in contact and maybe she would have an opening once I graduate. Overall it probably wasn’t the best experience I could have gotten but I got the true insight of what the daily hectic schedule is like for the legislative members and how they have to constantly juggle all their commitments and responsibilities.

- Kanoe: See Attached

**New Business**

1.5 Skype/Dim Dim over Summer

- Some ideas examples for retreat in September
  - Ho’omano: Expressed interest in having meetings over the summer via computer. Would like to continue talks on security and sustainability. What ideas and transitions for incoming delegates. Please that there was committee action at all and want to make sure the committees stay active. Set of guidelines for the committees. Guidelines are basic in the constitution and if you wanted to make notes or more detailed guidelines. Make a folder to pass on to new chair of committees. Prepare for the retreat nothing major during the summer meetings.
  - Allan:
  - Chelsea:
  - Ho’omano: Oahu people since you are here Caucus doesn’t pay for any travel. E-mail Ho’omano and the new Advisor the logistics and they will discuss. Neighbor island if you want to fund on your own please e-mail Ho’omano in order to see if the accommodations would be sufficient. Would like it to be 2 days or 2 ½ days as it has been in the past.
  - Shanna: Campus center is undergoing major renovations and will be going on for another year. Can we do it at the President’s House??
  - Karen: We have done the retreat at KCC before. Do we want to have like a Retreat Committee?
  - Mindy: The third weekend in September is bad due to Phi Theta Kappa having their convention that weekend. There are only 2 conventions for Phi Theta Kappa for the year so the members have to attend. Just keep in mind in case other members of Caucus are Phi Theta Kappa members as well in the future.
  - Hoomano: Hoomano, Chelsea, Po and Mindy will be on the Retreat Committee.
  - Hoomano: Wednesday @ 4:30 pm actual dates will be determined at a later time via e-mail.
  - Hoomano: What kind of speaker do you want?
  - Sam: If we are looking at issues such as security and sustainability we want speakers to come and present... this is what we are doing now, this is where we are going, this is how you can help... so we can establish contact with them throughout the year and not just a PowerPoint presentation.
  - Shanna: Emphasize that this is an Advisory Committee to the President. Invite the President to attend the retreat to introduce her. Then make sure she can meet with caucus over the year to share information with her. Focus on the structural context.
  - Karen: In years past several years ago... we did have where the chair and vice chair met with the President not on a regular but pretty consistent basis to talk.
  - Hoomano: The other two committees we have nothing really to do with them but it would be nice to maybe invite them and meet them.
• Chelsea: Have a break between the longer presentations and have an icebreaker or something.
• Shanna: I appreciate that Howard Todo came and did the presentation but it was completely over our heads.
• Sam: Focus on an issue and provide that as the foundation for understanding where we belong and what we should be doing.

7.2 Peer Advisor
• Hoomano: This is my idea that I have talked to a lot of you on the side about. It's a position that I called peer advisor.
• Karen: Right as I came on they decided to have a Peer Advisor. It was kinda weird. I think it's a good idea to have some continuity. It does help to have some knowledge of Caucus.
• Shanna: I think it would be great if that role can be clearly defined. If it was just for a few months I don't think a year long commitment.
• Sam: I think it would be clearly defined if it was the past Chair or Representative. I think the past chair would be the best idea.
• Hoomano: I will be frank with everyone we are talking generally. I have interest in staying on. If we define the position clearly. The way I see the position is that I wouldn't jump in unless asked a question or be a resource if needed.
• Shanna: I think it's great and make it a one semester commitment. You really want to empower the chair to continue on, on their own.
• Sam: I think in general the one semester thing is good. Possibility of the funding and see if the chair wants you to continue on or if the position should not be around.
• Karen: Decide the time so set it at the semester and if the position is helpful then extend it for the whole year. Have a definite end date though.
• Shanna: Is this something that we are just making a motion today or does this constitute that we need to amend the constitution and bylaws?
• Karen: I would like that is just be an informal motion for the time being.
• Hoomano: I would like some verbage about the position to be included in the minutes.

Motion: Shanna moves to create a position of Peer Advisor for Caucus for Fall 2011 to consult and provide assistance and information for transition. This person will attend meetings through the Fall semester as a supplementary resource. The Caucus will appoint the Peer Advisor by majority vote. If Caucus wishes to extend this position they may vote to continue the term of the position at the end of the Fall 2011 semester. Caucus reserves the right to terminate the position at anytime by majority vote.
2 nd: Chelsea
Vote: Unanimous

Motion: Shanna moves to appoint Hoomano Pakele as the Peer Advisor.
2 nd: Jeremy
Vote: Unanimous

Motion to recess @ 11:29 am.
2 nd: Po
Return @ 11:45 am

Internal Reports
I.6 Chairperson
I.7 Vice Chairperson
I.8 Data Director
I.9 Treasurer
I.10 Neighbor Islands At-Large
I.11 Oahu At-large
I.12 Advisor

8.7.1: New Advisor: Lui Hokoana from Winward CC will be the new Advisor for Caucus. Will be
appointed at the next BOR meeting on Thursday and his position will start Friday.

8.7.2: Budget: We will see what happens with the budget. If there are future budgets cuts from Governor Abercrombie.

I.13 Ad-Hoc Committee
- Advocacy & Awareness (AAC)
- Information & Communication (IaC)
  Sam: Will be writing for Honolulu Civil Beat and want a story in particular about this group and what we are about.

I.14 Committees
- Academic Policy & Planning (APP)
  • A draft survey has been emailed out to you. Please take the survey and give me any feedback or ideas for other questions you have. My apologies this didn’t go out over the 2010-2011, hopefully we can get administrator feedback and approval, and have it sent out in the first month for classes in Fall 2011. I’m not aware of any other current academic policy issues.
  • Karen: Tuition proposal will go to the board in August. There they will go around to the campuses for consultation to be approved by November. One of the things on the table that if you have too many credits you might pay more tuition.

- Facilities & Budget (FaB)
  • No update.

- Student Life (SLiF)
  • No update

- Student Government Operations (SGO)
  • No update

I.15 Campus Reports
6.10.1 UH Mānoa ASUH
6.10.2 UH Mānoa GSO
  • GSO finished elections and ratified results, we also held a training for new officers and committee chairs with 3 administrators and our advisor attending. We are anticipating new graduate student orientation, and plan to complete a budget asap. We’ve encountered numerous problems with our Constitution and Bylaws, and are hoping to make significant amendments to our Bylaws this year

6.10.3 UH Mānoa SBA
  • Tedex conference.
  • Elections went through new president and vice president.
  • Constitution shindig over the summer to add in the Student Caucus.

6.10.4 UH Hilo
  • Leaders retreat to transition between the CSO and RISO over the next 3 days. Little different this year one day for general student leadership and two days for executive leadership.
  • Not sure about participation from UH Hilo in student Caucus and partly because the outgoing positions not included in the transition process.
  • Security issues: had a late event on campus until 9 pm and the car was stolen. Security made a comment to the person whose car was stolen that this really sucks I have to write a report now.

6.10.5 UH West O‘ahu
6.10.6 UH Maui College
  • Recently spent $120,000 on new furniture for the student lounge. Not sure what was bought as the student lounge isn’t that big.
  • Had elections.
  • Had 2nd Aloha Festival with about 1200 in attendance.
• August 26 official transition from Community College to University.

6.10.7 Hawai’i CC

6.10.8 Honolulu CC

• Special elections are upcoming
• A new ASUH-HCC Constitution will be voted on during the special election.
• LGBT club on campus will be approaching their one year anniversary on December 1st, 2011
• 638 students graduated from Honolulu Community College
• Howard Kam and Poima Sataua graduated
• Students are encouraged to attend student caucus.
• Project runway event that was successful.

6.10.9 Kapi‘olani CC

• Student congress provided $8000 to purchase 4 recycled tables for a building lacking and seating arrangements.
• Graduation had about 390 students biggest turn out so far.
• Working on trying to get long range development plan. Working on getting the fitness center onto the long range development plan.
• Working on getting 88 doors for a building that holds the Liberal Arts classes

6.10.10 Kaua‘i CC

6.10.11 Leeward CC

• 298 students that graduated. Karen attended the graduation. Chelsea squirted hand sanitizer into each graduates hand. Ever since H1N1 their administration required it.
• NSO training

6.10.12 Windward CC

• Graduation on Saturday.
• Library should be completed by the Fall semester.
• Widening the roads and making new parking lots.
• New addition of our Literary Magazine “The Rain Bird” came out.

Announcements and Open Forum

I.16 Reminder on BOR schedule

- May 19, 2011 UH Manoa Campus Center Ballroom

Adjournment

Move to adjourn our meeting

Motion: Jeremy
Second: Howard

Meeting Adjourned at ___12:36 pm_____

Post Meeting Discussion:
1) Prepare Committee Transition for Next year