University of Hawaii at Hilo Student Association 2014-15
Notice of Meeting: 14-15:020

Date: Thursday, February 12th, 2015
Time: 7:45pm
Place: Room 306

1) Call to Order
1.1 Meeting called to order at:

2) Roll Call

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<td>President:</td>
<td>Melinda Alles</td>
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<td>Vice President:</td>
<td>Ardena Saarinen</td>
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<td>Data Director:</td>
<td>Chantelle Mashreghy</td>
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<td>Treasurer:</td>
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<td>CAS Senator:</td>
<td>James Ziegler</td>
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<td>Executive/CAFNRM Senator:</td>
<td>Joshua Boranian</td>
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<td>CoBE Senator:</td>
<td>Jennifer Ruggles</td>
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<td>Senator at Large:</td>
<td>Jarod Campbell</td>
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<td>Senator at Large:</td>
<td>Gabriela Cajandig</td>
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<td>Acting Advisor:</td>
<td>Ellen Kusano</td>
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<td>CSO Advisor:</td>
<td>Shara Mahoe</td>
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3) Establish Quorum
Do we have Quorum?
Y (x ) N ( )
4) Approval of Agenda and Minutes
4.1 – Minutes for Senate Meeting 14-15:019
Motion: CoP Senator Jose
Second: Executive Senator Boranian
Amend: Grammatical error on Advisor Kusano's name.
Vote: 8-0-0

4.2 – Agenda for Senate Meeting 14-15:020
Motion: CoP Senator Jose
Second: SAL Cajandig
Executive Senator Boranian: Motion to amend to add Executive Reports 5.2 Executive Senator Report
CoBE Senator Ruggles: Motion to amend to New Business 8.1 – Appointment of Vacant Positions & Motion to amend to Executive Reports 5.3 CoBE Senator Report
Vote: 8-0-0

5) Executive Reports
5.1 – President’s Report; Budget
Malamakanoa is not happening- money allocated to It Get’s Better. Budget is current included RTP’s that we have spent.
VP Saarinen- Money was never discussed to be reallocated.
President Alles- Funds from that of $10,000 moved to non allocated portion of budget.
Some discussion needs to take place, including for Flow, Elections.
SAL Cajandig- How does an event get a particular space on the budget
President Alles- Usually long term events, usually committees.
SAL Cajandig- Was just curious since It Get’s Better just got it’s own collum. I don’t want it to seem like we are favoring one more than the other, because there are other big events on campus. Maybe future collaboration on that.
Advisor Kusano- Maybe creating a RISO sheet funding sheet. Even Campus & Senate Affairs encompasses many things. We can ask office manager to create excel sheets, and be copied and used every year.
CoBE Senator Ruggles- It doesn’t tell us what’s in the account?
President Alles- there’s about $98,000 left, but $50,000 of that is already allocated but RTP’s haven’t been turned it. So about $48,000 we don’t know where to allocate, plus the $10,000 we moved from Malalamakoa.

- Threat is real about having student fee’s swept from our account if we do not spend it.
3 Administrators mentioned that budget needs to be swept otherwise it will be put into general fund. Budget needs to be spent.
Advisor Kusano- We’ve already been told that because of all the attention on Student Fees.

President Alles- 3 House and 3 Senate have mentioned that we need to do this. The possibility is very high.

We need to testify and we need to spend our money.
Come March- Lai Sha said she is doing this for all CSO's. She will take money and spend money on things for Campus Center- because she would rather have it spent for students than swept into general fund. Things such as carpeting, saltoing the door.

CoBE Senator Ruggles– Percentage

President Alles- Minimum 5%-$11,000 and max at 16% about $37,000 <- can’t have more than that left.

CoBE Senator Ruggles– Who has the authority to take funds out of the account- such as when we issue a RTP.

President Alles- We submit RTP then it goes to Campus Center, Business Office, and Vice Chancellor- then it goes through the System Office- UH Manoa.

Advisor Kusano- Executive policy- BOR will establish policy, such as we can collect student fees, executive policy says how it's collected, how it's agreed upon and how it can be spent (process).

Ryu- I have an issue with student fees going to maintenance cost. Seems like there is an issue of money not being spent- as a student I would like to know what amount is being rolled over with what CSO and what is happening with that money?

SAL Campbell- Up to now we have spent half of our budget. At the rate that we are going, it's almost projected that we will get somewhere within that range.

VP Saarinen- Can we get a list of allocations

Advisor Kusano- and a list of processed allocations.

President Alles- OK; next thing is fiscal person- Campus Center has student employee working <20hrs per week to do fiscal processing.
With student employee only able to work up to 20hrs, RTP’s pile up. Wants CSO’s to all go in on fulltime employee to handle this and process paperwork. Could cut deadline by 1-2weeks. Allows Lai Sha to do fiscal training.
Want each CSO to contribute $12,500. Would be only for this year, future years it could be less.

Advisor Kusano- So much paperwork- Within the last 6 months, 1,046 transactions have been processed. Generally within fiscal year we process about 3,000. Lai Sha's position is more policy based issues but she has been doing paperwork. She has been dealing with funding for Vagina Monologues- Found out we couldn't split the payment, each part had to do a separate contract- working with Palace Theatre with dispersing and with Women's Center.
Promo Bags for UHHSAs vendor was not approved to use logo = had to deal with that.
Also had to a great amount of time to deal with student travel issues.
Does these things as well as paperwork.
This person would do the paperwork so she could focus on the other things + admin tasks.

DD Mashreghy- Why isn't the university funding this?

Advisor Kusano- University doesn't have money for this? G-funded positions haven't been issued in years. They are focusing on security issues- required by violence against women act.

VP Saarinen- Can't we just get one for UHHSAs?

Advisor Kusano- You could, but it could cost more. Fiscal person would still have to go through campus center because UHHSAs account is an account of CSO.

VP Saarinen- Can't we streamline it so UHHSAs can process paperwork and simply send it straight to business office and VC.

Advisor Kusano- You could, but the amount of paper you generate wouldn't qualify you to have your own fiscal person.

VP Saarinen- Can't the new advisor position take on this task?

Advisor Kusano- You could but it could create problems.

VP Saarinen- Could our Office Manager do this?

Advisor Kusano- If so, if there were problems within funding that person could not go to Campus Center to do fix them, they would have to deal with it themselves.

CoP Senator Jose- We go through this process because we have an outside organization that is not biased towards UHHSAs. If we add a person from UHHSAs who just does UHHSAs paperwork, it adds bias. If there is liability it is all on that person, it does not fall on chain of command.
Ryu- There usually is a professional student advisor, these people do both financial things as well as advising. It can be done but you have to pay for it.

Advisor Kusano- If you are combing those two positions- you are looking at a higher level of classification- higher paid position.

VP Saarinen- Is that money just for this semester or for the entire year? I don’t want to be required to continue to fund it.

Advisor Kusano- it would be until June 30th- under casual hire.

President Alles- All the execs are meeting with Lai Sha next week. Questions and concerns please send to me so we can talk to her about it.

SAL Cajandig- Who is appointed this fiscal person?

President Alles- Under department of labor.

SAL Cajandig- If we do go through with this I would like a couple of representatives there.

Advisor Kusano- Interviews are open- screening process should have CSO members on the board.

BOR- 2 Reps needed for March 19, 2015.
- Ardena and James

Palace Theatre- We need to amend Senate Bill 14-15:035 from $1300 to $1400. We can’t split evenly, so new contract puts us over by $30 bucks and they added vans.

Motion to amend: President Alles
Second: SAL Cajandig
Vote: 8-0-0

5.2 - Executive Senator Report-
   Issues being brought up- When bills are presented to Exec meeting they need to be complete because if things need to be fixed it creates a lengthier process. Please provide a paper form- email, text, put in my box.
   Get the papers in so we can get stuff done.

5.3 - CoBE Senator Report-
   Met with Dean, We are developing a student advisory board and mentorship program for Juniors and Seniors to mentor Freshman and Sophomores about business programs and how to get involved. Working with Delta Sigma Pi.
I will be working on making survey drop boxes- got basic approvals for it, and I will be making a committee for any other colleges who wish to participate.

6) UHHSA Committee Reports

6.1 – Caucus

Legislative Bills – BOR numbers to be increasing- adding another current student rep; one grad and one undergrad. Undergrad would move up to grad, allows for learning curve. Serving together for at least one year. + 2 faculty.
6 bills currently in legislator involving sweeping student fees.
Graduate student bill – increasing pay for graduate students.
Also a Sustainability Bill to get funds from legislature to pay for system sustainability office- this bill would make current part time employee full time.
Sara- Exec chair of Caucus- She has bills and wording on sample testimony.
If it is something as a student you wish to testify on please do, you can send it online.
Look it over so if there is something we can take a stand on together as UHHSA we can write a resolution.

Need help planning Caucus-
President Lasner will be attending.

6.2 – Pub

Trying to get meetings going, insensent red tape. Chantell sending out doodle tonight to get ball rolling by Friday. Introducing resolutions to request responsiveness to UHHSA. No response after a week, impression of not taking UHHSA seriously. Ellen: CC me.
6.3 - Oh Hell

Chantelle: CSO heads emailed about two weeks ago, no response. Not sure how to collaborate when CSO's do not respond. Meeting will be next week regardless of collaboration. Ellen recommends going to RISO meetings.

6.4 - Sustainability- Zero Waste

Meeting next week, I would like to see student funds going back to students. They get a pretty good amount per hour, I want them to be active community members who teaches actively. Trying to brand them- working events and making them present on campus.

Margarita- Paying for Teaching time too?

Executive Senator Boranian- the process at the cafeteria – they explain as they go.

Margarita- I’ve seen them not talking to people, with their headphones in.

Exec Senator Boranan- Not everyone talks to them, I requested no headphones.

Ryu- This should be a model of what UHHSA should be doing, using funds to give back
7) Unfinished Business
7.1 - Advisor Job Description
CoP Senator Jose- Open ending on minimum qualifications, and desirable is what we prefer.

Advisor Kusano- probably going to be amended by HR- we did a broad thing with BA degree – need to be specific.

Motion to approve Advisor Job Description: CoBE Senator Ruggles
Second: DD Mashreghy

CAS Senator Ziegler- typographical errors.
Inconsistencies- stuff that is capitalized in some areas, lowercased in others.
Grammatical amendments + add Senate Rules.

Vote: 8-0-0

8) New Business
8.1 - Appointment of vacant positions
Motion to appoint Amber Shouse as SAL: DD Mashreghy
Second: SAL Cajandig

Vote: 8-0-0

Motion to appoint Lazarth Sye as SAL: CAS Senator Ziegler
Second: DD Mashreghy

Explained there wasn't enough time to explain Treasurer positon, but President Alles can go over the paperwork with you if that is something you are interested in.

Vote: 8-0-0

9) Announcements
9.1 - SAC Condom Fair this Friday from 10-2: UHHSAs’s Tabling
Please table from 10-2, especially if your office hours are during those times. Be friendly, where Black shirts.

9.2 - Prince Ea, Performance Tuesday 17th, Talk-Story Wednesday 18th

9.3 - Kalama Ku- February 28th
Josh, Chantelle, and maybe James- has strange feeling he can’t make it.
Amber, Lazareth- maybe

9.4 - Flow on the 18th
We have Senate meeting during that time, we can make an appearance before hand. Meeting at 7PM Wednesday.

10) Advisor Report

11) Next Week’s Meeting
Wednesday the 18\textsuperscript{th} at 7PM in Room 306

12) Adjournment 9:28PM