



UNIVERSITY
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MĀNOA

COMMITTEE ON STUDENT AFFAIRS
MEETING MINUTES

MEETING DATE: September 13, 2017 **9:00 AM to 10:00 AM**

LOCATION: Hawaii Hall 208

ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Chizuko Allen (Fall Chair)	P	Camaron Miyamoto (Spring Chair)	P			None	
Brian Shevelenko (Secretary)	P						
Adam Tanners	P						
Vanessa Wong	P						
Aaron Ohta	P	John Casken, liaison	P	John Kinder, Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by SEC Liaison Chair Casken at 9:01 AM.
REVIEW OF MINUTES	1. None	
CHAIRS REPORT	1. Aloha and Welcome	1. Individual introductions.
UNFINISHED BUSINESS	1. None	1. None
NEW BUSINESS	1. Committee on Student Affairs (CSA) kickoff 2. Election of CSA officers: a. Fall & Spring Chairs	1. CSA charge reviewed. 2. a. Motion by C. Allen; seconded by C. Miyamoto to nominate C. Allen as the Fall Chair. Motion approved



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	<p>b. Vice Chair</p> <p>c. Secretary</p> <p>3. Approve CSA 2017-18 meeting schedule.</p> <p>4. Invitation for student representatives from ASUH and GSO.</p>	<p>unanimously. Motion by C. Allen to nominate C. Miyamoto; seconded by A. Tanners as the Spring Chair. Motion approved unanimously.</p> <p>b. No action.</p> <p>c. Motion by B. Shevelenko; seconded by V. Wong to nominate B. Shevelenko as Secretary. 5 votes in support and 1 abstention. Motion approved.</p> <p>3. Approved CSA meeting schedule on Wednesdays from 9:00 AM - 10:00 am on: 10/11/17; 11/8/17; 12/6/17; 1/10/18; 2/14/18; 3/14/18; 4/11/18; and tentatively 5/2/18.</p> <p>4. Motion by Chair Allen; seconded by A. Tanners to recommend to the SEC for UG and Graduate student representatives</p>
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	5. CSA guest invitations to Debora Halbert AVCAA; Michael Bruno iVCAA; Lori Ideta iVCS; and Christine Quemuel iVCD	from ASUH and GSO. Motion approved unanimously. 5. Chair Allen to contact and schedule the guests to attend upcoming CSA meetings.
ADJOURNMENT	Our next CSA meeting will be on Wednesday, October 11, 2017 in Hawaii Hall 208 from 9:00 AM - 10:00 AM.	Motion to adjourn by Chair Allen; seconded by A. Tanners. Passed unanimously. Meeting adjourned at 10:54 AM.

Respectfully submitted by John Kinder, staff.

Approved on November, 2017 with all votes in favor of approval and 0 against.