### Content Discussion

#### Wellness Center & Title IV (Kimberly Gallant):
- Intention to hold October events due to this month being “Domestic Violence Awareness Month”
- Goal: Put up “clothesline” exhibit next week to raise awareness on campus; works with carpentry and tech departments to complete. Unsure of status of event this year
- May not be able to do a table event due to the cafeteria closing for food as of next week and the availability of 1 student worker this semester.
- Sexual Assault: Usually held during April (Sexual Assault Awareness Month) through Denim Day and No More campaign events
- Clarified: Ken Kato = Title IV Coordinator/Students go to Dee/Staff to Monique. There will be some type of system level training for administration. The intent is to then provide training on procedures for faculty and staff

#### COSE Plans for November DV/SA Awareness Event:
- Brenda has spoken to Brooke Conway (Sexual Abuse Treatment Center) who is available on November 5 to come to campus and discuss

### Decisions Made

#### Wellness Center & Title IV (Kimberly Gallant):
- Kimberly will reach out to COSE if her office moves forward with October events as she may need volunteers to help.

#### COSE Plans for November DV/SA Awareness Event:
- COSE DV/SA Event will be held from 12-1pm on Wednesday, November 5.

### Actions Needed

#### Wellness Center & Title IV (Kimberly Gallant):
- Guy will check to see if 2-201 is available on November 5 from 11:30-1:30 PM and if 2-214 is available from 12:00-1:30 (to serve pizza out of) **(by Friday, October 17th?)**

### Attendance

| Carol Kagimoto, Brenda Kwon, Guy Shibayama, Janina (Nina) Martin, Shidong Kan, Monir Hodges, David Wong, K (acting director and ASUH Representative) |  |  |
issues surrounding DV/SA.

- Brenda has also contacted Mandy DeSouza of the Teen Alert Program & Domestic Violence Action Coalition, and she is also available to talk about resources in the community.
- Brenda is still waiting to hear from Jenn Rose (UH Manoa Title IV) who may also be available to speak.
- Brenda has submitted requests for honorariums to Faculty Development for two speakers and Monir confirmed these were approved ($100 each).

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<th>Item</th>
<th>Details</th>
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<td>Guy will place a facilities request (1st choice = 2-201/ 2nd choice= cafeteria) to have EMC, Screen, &amp; Projector and seating arranged for event (by Monday October 21st?)</td>
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<td>Guy will check with Erica to see if there is a possibility of getting funding for refreshments through staff development funds.</td>
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<td>Brenda will look for and possibly develop video clip from No More PSA’s or other resources, to be played on a loop on the screen at the beginning of the event and prior to introduction of speakers.</td>
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<td>Brenda will confirm with event speakers on date and time they will come to campus. She will follow up on honorariums and lei purchases.</td>
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<td>Brenda will submit a request to Faculty Development for purchase of food</td>
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<td>Brenda will check with Joyful Heart to see if they would like to provide a table at the entryway to 201 during the event.</td>
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<td>Kimberly will provide No More signage and materials to support the awareness campaign.</td>
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<td>Nina will email K at ASUH to provide specifics of the venue, time, and event as well as request consideration of a donation to cover refreshments after the event (pizza) (by Monday, Oct. 13)</td>
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Event Notification and Targeted Outreach
- Intent is to build awareness, provide resource, address bias’ that may be present on campus, and create a safer community on campus
- Members felt strongly that “awareness doesn’t end” with the end of October Domestic Violence Awareness month and providing this event will help to promote ongoing commitment to awareness on campus year around.
- COSE would possibly like to plan for a possible March Event during WO that would be longer and delve deeper into the issues. Proposal to show “Tough Guys” video (81min) and have panel or speaker to follow (Keli’i Beyer?)

Agreement: this will be a campus-wide event with a strong emphasis on providing students with resources, information and linkages to supports
- Information to be sent out via both social media and through flyers (posted and to be handed out Tuesday, October 28\textsuperscript{th} at Job Fair.)
- COSE will explore possibility of providing an event in March during WO

- K will check into ASUH guidelines to see if funding of food for student/campus events is allowable (by Friday, October 17?)

Flow of the Day for Event: Wednesday, November 5
- (Tuesday, November 4\textsuperscript{th}: Order COSTCO Pizza’s!!)
- 11:00 – Pick up pizza’s from Costco
- 11:30- Set up room/video loop/ greet speakers-Provide lei /sound check
- 12:00- arrival of campus community members
- 12:10 – Welcome and introduction of Kimberly Gallant to provide “setting the tone” for session
- 12:15 – First speaker
- 12: 25 – Second speaker
- Need decision on use of event evaluation or No More statement completion as evidence of participation (to redeem for pizza in room 214?)
- Can statements be posted on wall for others to read as they come through or stand in line?
- Nina will mock-up a flyer for the event to and request help from Monir and K on graphics and messaging before finalizing (to be finalized by Friday, October 17\textsuperscript{th})
- Nina will contact Billie to send out information on social media sites and contact student life to post flyers (by Wed. Oct 22)
- Nina will print finalized flyers and provide to Carol for dispersion at Job Fair and provide to Student Life to post by Monday, October 27.

- Nina will check to see who needs to be contacted in order to do an email blast out to all students regarding the event.
- 11/4 Tuesday: NEEDED: Someone to order Costco Pizza’s
- 11:00 - Needed: Someone (2 people?) to pick up Costco Pizza’s and set up Room 214
- 11:30- Needed: Person to do sound check/ set up video loop
- 11:30 Needed: Person to greet speakers/provide with lei
- 11:30 Needed: People to direct community members with table displays to room outside 201
- 12:05- Nina: Introduction of event, speakers, and Kimberly (Brenda: Give
<table>
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<td>12:35 – 1:00</td>
<td>Open forum and discussion</td>
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<td>12:30 - 1:00</td>
<td>Room 214 opens to distribute refreshments</td>
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<td>12:10</td>
<td>Kimberly Gallant will be available to do a quick introduction of her support services and set the tone for confidentiality.</td>
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<td>12:35</td>
<td>Nina - Prior to open forum, remind attendees to fill out (evaluation? No More statement?) and take to room 214 to retrieve pizza</td>
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<td>12:00 - 1:30</td>
<td><strong>NEEDED:</strong> People to man room 214 and hand out pizza</td>
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<td><strong>Needed:</strong> Mechanism to allow people to ‘post’ their No More statements in hallway on way to get pizza?</td>
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**Request for meeting prior to November 5:**

Suggested day/time: Monday, October 25 2:30-4:00

Please reply ASAP if you will be able to fulfill any of the “needed” spots in Actions column and if you will be able to attend meeting on 10/25/14