

**Western Washington University Associated Students  
Board of Directors Meeting**

Wednesday, April 28, 2010

VU 567

**AS Board Officers:** *Present:* Matt Jarrell (President), Virgilio Cintron (VP Bus Ops-6:24 pm), Ramon Rinonos-Diaz (VP Academics), Colin Watrin (VP Activities), Bernard Ikegwuoha (VP Diversity), Morgan Holmgren (VP Governmental Affairs) and Mike Pond (VP Student Life)

**Advisor(s):** Kevin Majkut, Director of Student Activities

**AS Student Senate Rep:** Anne Jansen, Student Senate Chair

**Guest(s):** Lillian Furlong (Western Front), Elle Peters, Shawna Leader (AS Review), Jamin Agosti, Alisha Beck, Brian Conner (AS Personnel Office)

**MOTIONS**

- ASB-10-S-20**      Make the AS Employment Policy amendment an Action Item. *Passed*  
**ASB-10-S-21**      Amend 6.03G of Hiring Policy to say 24 hours rather than 72 hours. *Passed*  
**ASB-10-S-22**      Approve \$625 from the unallocated funds as an underwrite for Tech Tonic. *Passed*  
**ASB-10-S-23**      Approve Consent Item A with only Brittney Honisch. *Passed*

**Matt Jarrell, AS President, called the meeting to order at 6:00 p.m.**

**I. APPROVAL OF MINUTES**

**II. REVISIONS TO THE AGENDA**

**III. FINANCIAL REPORT**

**IV. PUBLIC FORUM (*comments from students and the community*)**

**V. INFORMATION ITEMS – Guests**

**A. Frame Request**

Cintron Doc. 1

Conner asked for amount not to exceed \$300 to purchase large picture frames that will be put up in the hallway by the Personnel Office. He wants to showcase four years of AS pictures. He wants the frames to match the existing frame with the AS picture. This will be an action item next week.

**B. Requests from Personnel Director**

Cintron Doc. 2

*i. Money Request*

Conner asked for an amount not to exceed \$400 for the mid-quarter training that includes new and old employees. Current number is vague because the actual amount will be figured out Monday. There is the potential of having 160 people attend so he is asking for a higher amount, but will most likely not spend it all. Watrin asked what account it would be taken from. Conner was unsure. He is asking for this money from the Board because the Personnel Budget was not originally set up to include this extra training. He is going to talk to budget committee about redesigning the budget based on the new trainings style. Jarrell said that there was \$650 left in the student development fund. Conner said that with the year winding down it would be appropriate to use that money however it wasn't originally set up for that purpose. Majkut agreed and said it would have to be authorized by someone other than Conner. Possibly by the Board.

*ii. Hiring Policy*

Brian Conner reported that the current AS Personnel Policy 6.03G allows students 72 hours to accept a position. He would like to change the policy to 24 hours after a student has been reached. The original policy allowed seven days but was changed to three this year. Reason for doing this is that students are informed of all job offers in one phone call now and they are trying to make the process faster. Voicemails are not left, the Personnel Office has direct contact

with the student to let them know. Pond asked if students will be notified only of their first choice, or if they will also know if they are second choice for something else. Those students may prefer and be waiting for a position, that they are actually a second choice to. Conner responded that they would not be informed because he wouldn't want them to bank on a second choice which would require the person who is the first choice to say no. Majkut added that they would not be informed of their alternate status for a position because they are not being offered that job at that time. Until they are offered a position they cannot accept it. Conner added that they would not inform someone they are an alternate, they would just be informed for positions they are a first choice for. Rinonos-Diaz said he understands Pond's concerns however positions need to be offered and reviewed individually. His concern is that 24 hours is a short period of time and does not reflect student schedules. He asked why one day instead of two. Conner responded that they chose 24 hours because most students already know their first choice for the positions they are offered and that they need to be able to contact alternates if the original choice rejects the offer. The 24 hours is from when the Personnel Office directly speaks with the person directly. This would not cripple the system; it would only increase the turnaround time. Majkut said that this process involves three parties: first person, alternate, and the organization and that he feels 24 hours is a reasonable amount of time. Holmgren asked if Conner expected a vote tonight since the process begins next week. Conner said yes. He added that the standards and procedures for hiring are different on paper than what is put into practice and will be addressed by next year's Personnel Director. Conner clarified that if a person does not respond within the 24 hour timeframe they will be contacted by the Personnel Office.

*MOTION ASB-10-S-20 by Virgilio Cintron*

Make the AS Employment Policy amendment an Action Item.

Second: Ramon Rinonos-Diaz      Vote: 7 - 0 - 0      Action: Passed

**VI. ACTION ITEMS – Guests**

**A. Hiring Policy**

Cintron

The offer letters will not be sent out until all positions are filled. Ikegwuoha asked if there will be a plan to approach situations that arise. Conner said that there is not a formal plan but that students will be made aware when they are called about when and how long they have to respond. Phone calls are done between 6-9 p.m. which allows the students a full day.

*MOTION ASB-10-S-21 by Virgilio Cintron*

Amend 6.03G of Hiring Policy to say 24 hours rather than 72 hours.

Second: Ramon Rinonos-Diaz      Vote: 7 - 0 - 0      Action: Passed

**VII. PERSONNEL ITEMS (subject to immediate action)**

**VIII. ACTION ITEMS- Board**

**A. Tech Tonic**

Rinonos-Diaz

There are no changes in the documents from last week. Rinonos-Diaz clarified that the \$625 would be coming from the unallocated funds. Watrin and Ikegwuoha asked to know how much was left in the unallocated funds. Majkut said that there was enough.

*MOTION ASB-10-S-22 by Bernard Ikegwuoha*

Approve a \$625 underwrite from the unallocated funds for Tech Tonic.

Second: Rinonos-Diaz      Vote: 5 - 1 - 0      Action: Passed

**IX. INFORMATION ITEMS – Board****X. CONSENT ITEMS** (*subject to immediate action*)

A. Green Energy Task Force- Matt Moroney, student at large, Brittney Honisch SRE  
 Pond reported that he contacted groups about getting a student at large for the Green Energy Taskforce but only received a reply from Matt Moroney of the SRE. Holmgren said that the point of a student at-large is to represent diverse opinions that are not already represented. This would be an over-representation of the SRE. Dittoed by other board members. Concerns noted that the president and vice president of the SRE would be on the task force. Cintron stated concern about time frame. Noted that he did not support the charter approved last week however there is a critical time frame and if a student is not approved at this meeting then there would only be 5 weeks to create a process and provide a dollar amount. He also questioned how useful the task force would be at this point. The fee price would need to be an info item on May 12 and the final decision would need to be given to Jarrell by May 28. Board members suggested that this task force should provide fee options of price and what could be purchased and the next task force would develop the process. Similar to what the Tech Fee did last year. Cintron said that is much different than the charge decided on last week. Pond said that the task force is ready to meet by Friday if the students are approved. Watrin asked if the committee meet without the student at large being approved. Pond confirmed. Cintron suggested that the new charge be given to the taskforce which can be revised at the next meeting. Decision was made to bring charge back as an info item next week.

*MOTION ASB-10-S-23 by Colin Watrin*

Approve Consent Item A with only Brittney Honisch.

Second: Mike Pond Vote: 7 - 0 - 0

Action: Passed

**XI. STUDENT SENATE REPORT****Student Senate Meeting Information**

Jansen reported that Senate discussed their charge and charter yesterday. Specifically discussed the role of Senate and Jansen asked for additional input from the Board. Also is trying to do a practical consideration of what is being done vs. what wants to be done. They are trying to make the Charge and Charter consistent with AS policies and Bylaws.

**XII. BOARD REPORTS****VP for Business & Operations**

Virgilio Cintron reported that hiring is going well but he is working on the assessment of that process. He is working on the strategic plan with Ramon Rinonos-Diaz currently. He also attended Senate but he wants more discussion at the Board level about how they want to use the Senate and how to develop a strong relationship foundation with Senate. He met with Greg McBride to discuss the reallocation of office space in the ROP for the Disability Outreach Program that was created. Will be talking to Kevin about RHA space soon. SPAC had a poorly attended reception but he received good feedback. He will be trying to get more feedback from departments that were not present and will report back to the Board.

**VP for Academic Affairs**

Ramon Rinonos-Diaz reported that he has been working on hiring committees. The Committee for Undergraduate Education has begun to review the metrics for the 11.2r proficiencies. The ACC has changed the name of student evaluations to student course experiences. He strongly opposed this decision.

**VP for Student Life**

Mike Pond reported that the Gender-Inclusive Housing Taskforce met and is finalizing a survey. The AS Transportation Advisory Committee met yesterday and had two members present on the APTA conference that they attended. He is still working on his hiring committees. Central Health and Safety met and their tobacco survey will be pushed back until the fall. He also reported that RHA elected the other half of their executive board and that he will be working on the Green Energy Fee taskforce.

**VP for Governmental Affairs**

Morgan Holmgren reported that yesterday was the WTA special election for Prop 1. Preliminary votes show that it is going to fail, with only 2000 left to count. The expectation is that it will fail and WTA will have to evaluate the budget shortfall in other ways. In the next week he will be meeting to discuss the 2011 legislative session and how it will be approached by the university. He also clarified that the Western contract will not be affected by the cuts. There is a possibility that the Late Night Shuttle buses would be used to supplement the services cut but they are unsure if the Alternative Fee budget can support it.

**VP for Activities**

Colin Watrin reported that he has been working on hiring committees and that his other committees have been meeting regularly. He is working on the template charter for all clubs to use. The Cold Beverage Contract renewal has been meeting. He has also been working on the End of the Year Banquet.

**VP for Diversity**

Bernard Ikegwuoha reported that FASA Pilipino Culture Night and at the Stand Against Racism YWCA will be happening this weekend. Hiring committees and Immigration Reform Conference coming up. International Night is tonight. All the students have been approved for the ESC scholarships. The Students Against Racism forum will be Friday from 11:30-1pm.

**President**

Matt Jarrell reported that he gave an AS presentation of the budget to the Services & Activities Fee Committee and that he did not request any more funding. That decision was made by Jarrell, Cintron, and Nate Wallace, AS Business Director in order to make sure that the S&A fee did not increase. Other presentations from entities have seemed reasonable. He met with Dr. Coughlin and Linda Beckman about budget cuts and students affairs. He also met with Beckman to discuss restructuring how CBC works. He and Kevin Majkut met with Stephanie Bowers and Mark Bagley about AS involvement in the capital campaign.

**XIII. OTHER BUSINESS-**

Watrin asked if there was a new budget report and how much money was left in unallocated. Cintron reported that there is not an updated budget report and there was about \$8-10,000 left in unallocated funds.

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 6:58 P.M.**