

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

Wednesday, July 11, 2012

VU 567

**AS Board Officers:** *Present:* Ethan Glemaker (President), Victor Celis (VP Academics), Carly C Roberts (VP Activities), Hung Le (VP Bus Ops), Deng de Duot (VP Diversity), Patrick Stickney (VP Governmental Affairs) and Katie Savinski (VP Student Life)

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

**Guest (s):** Jeff Bates (Publicity Center)

Ethan Glemaker, AS President, called the meeting to order at 3:04 p.m.

**I. APPROVAL OF MINUTES**

**II. REVISIONS TO THE AGENDA-** Move Information Item- Guest A to Information Item- Board C

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

**IV. INFORMATION ITEMS - Guests\***

**V. ACTION ITEMS - Guests\***

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

**VII. ACTION ITEMS - Board\***

**VIII. INFORMATION ITEMS - Board\***

A. Student Senate Charge & Charter

(15 minutes)

Celis Doc. 2

Celis said that there have been talks about reforming the Student Senate (S). Making changes over the summer will allow for the Senate to start out with the reforms as an effective representative body in the fall. Duot had concerns about adding in someone from the ESC because it is targeting. Majkut said that they can ask for specific representation from areas. Duot said that they could just ask for an underrepresented student. He doesn't feel that they should ask a student club member on Steering to serve on the Senate. They removed "the S should not be limited in the scope of issues they cover" because there are issues they would not review such as personnel issues, etc. There were other changes to the charge to clarify S practices. The Election Code was added for review to include more students in that process. Senators are required to serve on one other committee because S is a good place to share issues arising in committees. The charter used to ask for 5 students from each year of study, but they are now seeking membership from each of the academic colleges to help increase the scope and reach of the S. They also have a rep from the Residence Hall Association to help increase representation for first year students. They added the ESC rep to provide a chance for people really involved in the ESC to expand their involvement in the AS. They are keeping 1 senator from their 1<sup>st</sup> and 4<sup>th</sup> year because they feel the rest are typically pretty well represented. The last 3 students would just be at-large. The S Chair having a program related to the Issue of the Quarter was added to match the chair's job description. Stickney asked how the vice chair was selected. Celis said that S members are nominated and chosen for vice chair. Celis will add vice chair (elected from the S membership). Stickney is curious why the Election Code goes through the S as well when there is a specific committee for review. Celis said that they would like to have as many students review it as possible. Roberts has concerns about how much time this would add to the code process. Celis feels that it would only add two weeks, as it did last year when S reviewed. Majkut said that adding the word "approve" to the Election Code could mean that the Board would need to go back to the S if they were going to make changes.

Glemaker said that they could say the “Senate will review.” Duot is concerned about the Senate’s knowledge of the election process. He feels this is a Board job, because it is complicated. Stickney wondered how they will recruit members from the different colleges and the grad school. He wondered if this will be an election process to represent the college or will it just be the normal process. Celis will ask the deans of colleges to recommend students they know might benefit from becoming more involved in the university. He hoped that getting recommended for the S might increase a sense of responsibility in the student. Le was concerned about adding the Election Code as there is a committee to address it. Stickney felt dean recommendations might limit the pool. Duot dittoed. Celis said that was just one of the ways they thought of to recruit; it would not be limited to recommendations. Celis said the S has struggled finding and retaining enough members in the past and hopes new recruitment strategies might help ensure full membership in the Senate.

B. PC Printer Replacement

(10 minutes)

Le Doc. 3

Le said that seven years ago the Publicity Center (PC) purchased a six color large format printer to print large banners and posters. They typically last seven years and it broke down last year. The PC spent \$1,300 trying to fix it, but it didn’t work. The PC is trying to resell the parts to try to recoup some of those funds. Jeff Bates is now asking for a replacement printer for approximately \$13,000 out of the general Repair and Replacement Reserve. Typically this account has about \$24,000 in it at the start of each year. He thinks it is reasonable to believe that they will have the same level of funds again. Bates feels it is important to print the banners and posters in house to allow for more control over the final product quality. They should have approximately \$11,000 left after this purchase. Le explained that the full funds will be available in August. The new 8 color printer will also allow for faster printing. Bates said that they are in talks with the Student Technology Center about them buying the replacement parts. Stickney would like these funds to go to the Repair and Replacement Reserve. Roberts asked if they could wait to order until August when the funds are available in the reserves. Le emphasized need to get printer as soon as possible because of upcoming projects. Bates explained that the alternative of using Copy Services cuts into profit; they have scaled back on projects sent out while they are waiting. Glemaker asked if they can allocate more money than is currently available. Majkut said that they can’t vote to approve more money than they have, but this includes all of the reserves. There are places they can draw the money from, for example the reserves fund. Money not spent in the overall AS Budget last year gets split up into the various reserve accounts. Jim Schuster as Director of VU Facilities assesses the value of the equipment owned by the AS and he figures out 20% of that amount to set aside in the repair and replacement reserves. The Board operates in an almost 13<sup>th</sup> month where it is the new year, but the fiscal year doesn’t really close out until the end of July. He believes there will be enough money in account from last year, if not this would go back to Board to discuss options. Glemaker thanked Bates for attending.

C. Local Liaison WS Job Description

(10 minutes)

Stickney Doc. 1

Stickney said this work study position will work with the City of Bellingham and Whatcom County, much like the Legislative Liaison except at a more local level. The person in this position will attend City Council Meetings, work with neighborhood associations and university relations, etc. Stickney feels that transportation and housing issues are important to students and would be a focus. They would like to test out this position to see how it works. Roberts asked if it is work study because it is a pilot program. Stickney thinks it would be good to try out this position without a cost to the organization. Celis asked about the title of the position because it was between Community or Local Liaison. Stickney said that they could go with either name. Le felt it was important to note the dual reportage of this position. Celis asked if the Legislative Affairs Council would be coming up with a Local Legislative Agenda and if this position would serve on the committee. Stickney feels that LAC has a lot on their

plate and feels that they should come under the discretion of the Board or go to specific areas such as Transportation Advisory Committee. He asked who would be directly supervising because he feels this could cause conflict. Stickney explained that it would report directly to the Representation & Engagement Programs Associate Director. This is the same set-up as the Legislative Liaison. The position would work with the VP for Governmental Affairs on issues they will be advocating for. Majkut said that the position will be working with Stickney on specific areas such as giving testimony. He clarified that the Personnel Director had reviewed this position. Duot wondered about expanding benefits because a student has to have work study. He sees this job as a form of internship and he doesn't know how it will fit. But he thinks it is great. Duot asked about doing background checks on this position. Majkut explained that university rules of performing background checks and criteria for students in position where they are going to have substantial contact with minors and/or if they are involved with directly handling money. He doesn't think it would be required for this job. Stickney explained that background means showing an interest in these areas before applying for this position. Roberts asked how it would be determined if this student were to give testimony and what would be included in that testimony. Stickney said that they would work on this together. Le asked if there was enough space for another person in that office. Stickney said that scheduling would need to happen to accommodate everyone, but the REP Associate Director thinks it will work.

**IX. CONSENT ITEMS** (*subject to immediate action*)

**X. BOARD REPORTS**

**VP for Diversity**

Deng de Duot reported that Janna Cecka who was with the ESC for 20 years has transferred to a new job with Woodring. He is working with ESC administration to start a search. He has been working with the ESC Academic Advisor on how to meet needs of students. He will be bringing something to the Board soon about the ESC Public Relations.

**VP for Governmental Affairs**

Patrick Stickney reported that he met with the coordinator of the Campus Community Coalition. He and Savinski will be looking into having a community ambassador. They will be working with two different neighborhood associations on this. The hope is to increase community involvement, as about 10,000 students live off campus. He feels that faculty pay increase is going to continue to be an issue. He noted the United Faculty letter of support.

**VP for Student Life**

Katie Savinski reported that she sat on a committee to offer advisement for selection of the new Energy Fee Coordinator.

**XIII. OTHER BUSINESS**

- A. Majkut noted that the conversations about the community liaison and ambassador lead back to conversations about how big the AS can get within the structure. How many positions can be added? Small steps lead to increasing the size of the organization. As they work towards the AS Strategic Plan and student representation, which both of these positions lead towards, then the potential exists for the need for programs and service, assuming that there is only a limited size of the organization. The other part is Staff advising for these positions because the staff is already maxed out if not overloaded. These positions would be added to Lisa Rosenberg's area and might need additional advisement. It is important to keep in mind. If looking at increasing staff those are significant decisions to make financially maybe upwards of \$50,000. They should think of issues of resource allocation, size, and focus of the organization.

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 3:58 P.M.**