

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

Thursday, September 13, 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)

**AS Student Senate Chair:** Christian Correa

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

**MOTIONS**

**ASB-12-SUM-11** Approve \$121.68 to be transferred from Operational Enhancement to Board Discretionary Funds. *Passed*

**Ethan Glemaker, AS President, called the meeting to order at 3:36 p.m.**

**I. APPROVAL OF MINUTES**

**II. REVISIONS TO THE AGENDA-** move Info Item D to Info Item A.

**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. Outdoor Center Raft Replacement** (10 minutes) Le Doc. 4

After the last Board Meeting Le and Collins decided to replace one raft. Le suggested taking half of the funds from Operating Enhancement and half from Repair and Replacement. Le said that the AS Operating Budget often has funds left over at the end of the year to replenish reserves. Collins said that it is about four times more expensive to contract out for rafts. Also when renting rafts they do not get the opportunity to get technical skills that will lead to them getting professional positions when they leave Western. Collins said that there will be no additional costs for training or instructors as students have been trained over the past few years. Majkut said that they haven't been using rental companies over the last several years. Last year the student staff determined that the rafts were no longer safe. They kept the one of the two rafts for training. Collins said that rafting season is six months long and the rest of the year the rafts are used for training, they are not rented out as the skill level is advanced. Collins said that they sell out the rafting trips every time they offer it. In order to do a full trip with 14 people they would need two rafts. Collins is thinking that they may be able to purchase a second raft with Outdoor Center funds. Duot thinks that if this is a good use of funds they should look at covering what is needed for the program instead of making a compromise, even if that means purchasing two rafts. Stickney dittoed. Stickney asked if there was any possibility of using reserves funds for this. Le is looking into the accounts to see about funds in reserves for Excursions. Majkut said that there is a focus on certification of student trainers and also more than just getting a trip down the river, but actually developing skills and leaders. Majkut said that in terms of splitting funds he is concerned because if they use funds for different services then they lose the purpose of having the funds separate in the first place. Majkut said that Collins could use funds from his accounts and still have funds left for the end of the year. For

next week Glemaker would like to see the motion revised to be more specific and include where the other raft would come from. Collins said that some of the work in the Outdoor Center sets them apart from a lot of other universities in the country.

- B. ESC Steering Committee CC (10 minutes) Duot Doc. 1
- Duot said that under membership they have removed the ROP Representative because they do not want to make it a requirement, but they are still encouraged to attend meetings. They added a funding section to the charge to deal with left over funds. Last year there was almost \$5,000 left over. A lot of the funds given as underwrites didn't get put back in the account until it was too late for Steering to allocate the funds. Roberts is concerned about the ESC Coordinator being able to allocate funds. She sees it as a way to just clean up a situation instead of treating the cause. She is concerned about fixing situations for students instead of teaching them to communicate and plan effectively. Celis dittoed. Roberts could understand including this in an emergency situation over the summer. Duot feels that the ESC is an independent entity in the AS and they have different ways of doing things. Glemaker wondered if this document is the correct place for this information. Glemaker moved this item to an Information Item because both this and Presidents Council are charged with approving new ESC Clubs. Duot said that there was a meeting yesterday with ESC admin and he will be making changes to the documents to make the roles more clear. Glemaker suggested adding a section called responsibilities to help keep the charge clear. Stickney asked how things were being charged to incorrect places. Majkut said there are many charges made through the journal voucher system, but sometimes they are just sent to the main club account and not a specific club's account. He feels this is a systemic issue in the university. The new fiscal year starts on July 1<sup>st</sup> but the old system doesn't stop until July 30<sup>th</sup>. So they operate in what is called the 13<sup>th</sup> month. Majkut likes the idea of clubs being responsible for their reconciliation; however they are often not on campus when the final numbers come through. Majkut feels that this might be something to include in rules of operations. Correa said that when Presidents Council was created, it was just a simple meeting for collaboration. The Steering Committee had all of the authority. He is not sure that it is more efficient to have them separated. Majkut said it was being added to the Assistant Business Director's job description to attend Steering Meetings.
- C. ESC Presidents Council (5 minutes) Duot Doc. 2
- Duot said that Kayla Britt created this Council during her time on the Board. Ikegwuoha changed it to be a decision making body. He is increasing the responsibility even more. Duot feels that Presidents Council has more knowledge than Steering. Stickney is curious about the value in separating decision making ability. For instance Legislative Affairs Council and the Legislative Action Fund were combined because it was seen as inefficient to have two committees making decisions. He wondered if the two ESC committees could be combined into one. Glemaker and Savinski dittoed. He thinks that the president position would be more in charge of how the club is run and a member would be the representative deciding on issues and funding for clubs. Stickney asked if the Presidents are the most knowledgeable, why are they not making funding decisions. Glemaker thinks that these two committees are very much tied together. Nate Panelo said that a difference is that Steering meets weekly and Presidents meets bi-weekly, as well as there is an appointed person who is a Steering Representative. Glemaker does not see these as a significant reason to separate. Glemaker said that Steering means setting the direction, so if Steering will no longer be doing this this he would like to change the name of the committee. Celis thinks that Presidents Council is the big picture and Steering is a day to day committee. Celis thinks that there are more opportunities for leadership if there are two committees. Majkut said that there are workload and focus issues. The Presidents are running the clubs and looking at the Ethnic Student Center as a whole. He has concerns about adding additional responsibilities to these volunteer students workload.

- D. ESC Mission Statement (10 minutes) Duot Doc. 3  
 Duot included the history of the Mission Statements. The new Mission Statement fits with the current ESC vision. This was proposed and brought forward by committee and staff. Roberts likes that this is now an outcomes based statement. She is concerned about where “we engage” she would like it to be where “students engage” so that it is open to all. There were four dittos. Stickney wondered where the vision comes from and where it will be reflected. Duot said that the vision was from the ESC and is internal. Celis asked that ESC be reflected as Ethnic Student Center.
- E. Management Council CC (10 minutes) Le Doc. 5  
 Le has been working with Rosenberg on this item. They would like to add “share insights” as a support system across departments. The Recycle Center Rep has been removed at the request of Jim Schuster as this department falls under Viking Union for management. There were also changes to funding to reflect changes in budgeting processes. Le is adding in the Budget Code to all of the charges with funding associated. Duot would like to have the ESC Program Support Coordinator as the ESC member. Stickney wondered if this is to outreach to other office which would be a more PR role, or is it internal and for managers. He also worried about workload. Glemaker dittoed. Duot said that he thinks it is important to have both positions at the meeting. Le said that each area has only one representative and he would like to keep it that way. Stickney dittoed. Glemaker thinks they should look into workload, but feels that the Program Support is more appropriate for this committee, as well as ensuring it is correct in job descriptions. Majkut suggested that Duot or Le talk to the ESC Coordinator. Majkut said that all of the individual funds were combined and all requests will come to Management Council. Roberts asked if there was any history of club system representation because some things could be relevant to that position. Majkut said that historically this has not happened, but perhaps the Club Coordinator could begin attending, as it is a newer position. He suggests speaking with Casey Hayden about this and said that the Board can change the membership at any time. Duot is concerned about creating large committees. Majkut agrees because it makes it hard to meet or function in a clear and consistent manner the larger a group becomes.
- F. Facilities & Services CC (5 minutes) Le Doc. 6  
 Le made changes to allow the committee to make recommendations on fiscal and operational topics to the Director of VU Facilities. Le added in about summer session decisions. Glemaker would like the summer information moved to the voting section. Duot suggested adding the Disability Outreach Coordinator to draw attention to accessibility needs. Ethan would like to add a responsibilities section. Monger asked if they needed to bring the template back to the Board to add the responsibilities section. Majkut said that they might need to bring the template if they are making a permanent change. Stickney asked if they could add responsibilities to the Rules of Operation. Majkut said that some things are central to the committee and the bulleted responsibilities might be really essential. Le said that the Recycle Center was left in this committee because of the connection to the Viking Union. Majkut said that this committee is a blend of AS and VU employees.
- G. Budget Committee CC (5 minutes) Le Doc. 7  
 Le spoke with the Business Director and they did not see a need to change the document.
- H. Activities Council CC (5 minutes) Roberts Doc. 8  
 Roberts said that this is her first document and she has no changes. Glemaker wanted to propose language about when the committee is not in session under the quorum section. Glemaker said that it would talk about who makes decisions in absence of quorum. Majkut thinks that it should be a section separated by a space in the quorum area. He thinks it would be good to about how to word this, is it just during certain times or whenever quorum isn't

met. Stickney thinks that it should only be during intersessions because otherwise it moves away from the purpose of committees. Stickney thinks that quorum and lack of quorum can be used as a form of protest.

- I. Legislative Affairs Council (5 minutes) Stickney Doc. 9  
 Stickney wanted to shift Legislative Affairs Council (LAC) from just making decisions about what policy directions to take; this tasks them with an active role in implementation. Duot really likes this and feels it is good to delegate. Roberts liked this as well but thinks they could be more specific and change “fruition” to “realization”. Glemaker thinks that this could be a great example of using the responsibilities section. Le dittoed. Stickney feels that they are being charged with specific purposes and they should be listed. Roberts wants to express support for looking at how they format the charges because the clearer things are the better communication is with members and students. Roberts suggested a work session to discuss this. Stickney thinks that if most of the Board agrees then they should just make it happen. Duot dittoed. Roberts sees it as saving time by deciding together what will be done instead of having many discussions at Board meetings. Stickney thinks Charge & Charters can be different because committees are different.

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

- A. Operational Enhancement Request (10 minutes) Le Doc. 10  
 Duot asked if this sort of request has happened before. Majkut doesn't think that there is anything that prevents this transfer, but he can't think of any other time that they have used this fund in this way. Majkut said that it has been used to fund labor related expenses.

*MOTION ASB-12-SUM-11 by Stickney*

Approve \$121.68 to be transferred from Operational Enhancement to Board Discretionary Funds.

Second: Savinski Vote: 7 - 0 - 0 Action: Passed

**X. BOARD REPORTS**

**President**

Ethan Glemaker reported that the Board is working on scheduling a WTA Tour. Glemaker has been speaking with Coughlin and Majkut about the AS Not-for-Profit funds and the Tim Crossan Fund. It looks like there might be some funding they could donate. Dr. Coughlin suggested donating funds to create a partnership between the AS and the division about men's resiliency and issues on campus. The Tim Crossan fund was created, by Tim's parents after his death last year, to encourage student safety on campus. Coughlin feels that there is an issue with male identified students, in a specific age group, in this specific geographic area. Her thought is to create a position to look into these issues. It would be created broadly to allow for research into the issues and needs of the community. Stickney thinks this is a very important issue that needs to be explored. Stickney thinks they can also discuss the AS Not-for-Profit stability. Le wondered how they could measure the effectiveness of a program. The Board decided to have an AS Not-for-Profit meeting. Glemaker said they will be scheduling a time for photos with the whole Board with the Western Front.

**VP for Academic Affairs**

Victor Celis reported that tomorrow he will be attending the Committee for Undergraduate Education retreat to prepare for accreditation. He is working on a letter to the deans, staff and faculty to recommend that students apply for Senate.

**VP for Activities**

Carly C Roberts reported that she and the Assessment Associate Director have been working hard on Program Saturation. They will begin addressing over-programming, but it will be more

likely that job descriptions get changed on the normal timeline for next year. There is excitement and commitment to personal health this year. Club Kickoff planning has begun. She encourages all to look at Org Sync and join a couple clubs online so that they are in tune with what happens with the club system.

**VP for Business & Operations**

Hung Le reported that he has been doing as much as he can before the school year. He thinks it is possible to work 19 hours a week. He is trying to hit the goals he set during his campaign, including visibility. Le and Glemaker will be recording a video to go out to the students next week. He has also been reaching out to people he works closely with.

**VP for Diversity**

Deng de Duot reported that AS training was great. He has been working with International Studies about including their students in the AS. He is also working with Fairhaven College about the Michelle Alexander speech, he encourages all to attend.

**VP for Governmental Affairs**

Patrick Stickney reported that there was a meeting of the Washington Student Association. They looked at policy and ballot issues. They were unable to take a stance on an Initiative 1185 about tax exemptions and fees (including tuition) because they did not have a unanimous vote. Western can raise awareness about this. If Initiative 1185 passes, it would require a majority vote to increase fees, which tuition could potentially be included under. Other programs are protected but higher education can be cut. Stickney is working with the REP on a study about why students aren't engaged in the AS Board of Directors Meetings. Stickney, Celis and Glemaker have been invited to Faculty Senate to speak about legislative issues. They are working on Voter Education and have hired staffers to help register students to vote.

**VP for Student Life**

Katie Savinski reported that she has been working on the water bottle initiative and participating in fall training planning. With the academic year approaching she wants to start looking at what athletic events they will be attending.

**XIII. OTHER BUSINESS**

- A. Majkut said there are a few conferences coming up that it would be good to send Board Members to attend in terms of what will be discussed and also in terms of discussions about Board Structure. It would be a great opportunity to speak with others around the country about their AS structure. If there is support it might end up as an Operational Enhancement request. Stickney feels that Oregon State University would be a great resource.

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 5:31 P.M.**