

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

Thursday, November 1, 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)

Student Senate Representative: Christian Correa, AS Student Senate Chair

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

Guest(s): Outback Farm: Liliana (Lily) Morgan, Stephen Harvey, Emily Brodie; Nina Olivier, AS Environmental & Sustainability; Western Front: Elena Edington, Erin Brewer

MOTIONS

ASB-12-F-27 Approve the minutes of Wednesday, October 24, 2012. *Passed*

ASB-12-F-28 Approve the transfer of \$650 for the institutionalization of the Outback Summer Apprenticeship program from the AS Operational Enhancement Fund [FXXENH] to the Environmental & Sustainability Program Administration [FXXEVS] and to recommend to the Budget Committee to allocate funds accordingly for the institutionalization of this program for the 2013-2014 academic year. *Passed*

ASB-12-F-29 Approve the AS Business Committee Charge & Charter. *Passed*

ASB-12-F-30 Approve transfer of \$892.93 for the 2 Board Member's attendance at the ACUI Conference from the AS Operational Enhancement Fund [FXXENH] to the AS Board Discretionary Fund [FXXBDS]. *Passed*

ASB-12-F-31 Approve Consent Item A Committee Appointments. *Passed*

Ethan Glemaker, AS President, called the meeting to order at 6:05 p.m.

I. APPROVAL OF MINUTES

MOTION ASB-12-F-27 by Savinski

Approve the minutes of Wednesday, October 24, 2012.

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

II. REVISIONS TO THE AGENDA

Move Outback to the first item because there are guests present. In Committee appointments Add Amanda Squires to the Election Board and Joseph Levy to Facilities & Services Council.

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

V. ACTION ITEMS - Guests*

A. Institutionalizing Outback Summer Apprenticeship (10 minutes) Le Doc. 3

Le added a cover sheet to help make his proposal clearer. He is requesting funding for the remainder of this year and recommending to the Budget Committee that they pass the funding for next year. He feels that this should be done soon because they are going to be hiring the coordinators soon. He would like applicants to be aware of this part of their job. He thinks that the summer apprentices are a big part of the program and regardless of budget this should be funded. Roberts agrees that this is important but she would like to bring to the Board's attention that there are two other pilot programs that will be coming before the Board for funding, the Communications Office and the Assessment Office. She is not advocating prioritizing prematurely, but thinks that they should know all of the things that are being requested for next year before making a decision. She thinks that they should revisit this closer to the budgeting process. She feels there are a lot of ripple effects that she can see them having to deal with later. Roberts thinks that if they wait to fund this, they can continue to look into

additional funding sources- such as Huxley. Duot appreciates the concern, but he think that they should pass the \$650 today. Roberts said if they pass the \$650 they really do need to pass the rest of the funding. Emily Brodie who was one of the summer apprentices said that their position is beneficial for both the employee and the Outback. The program was a large incentive for her to stay in Bellingham over the summer. There are a lot of people who only garden during summer, which is not in the academic year. Brodie feels they have been more productive this summer and that the Outback looked better when students returned. John Tuxill has worked at the outback for 10 years and is very pleased with the progress made this summer. She feels that investing in the most important time at the outback is important and makes it more possible for the farm to be more productive during the academic year. Duot and Le dittoed. For Brodie, it was great to be part of a functioning farm, being sustainable, and donating to the food back. They took the vegetables across town with a bike trailer. They were also able to work more on the bee hives. Steve Harvey said some of the benefits to Western students are: students use the food bank, both employees are back in the Outback sharing their experiences, smoother transition between summer and fall (they are actually ahead now), building credibility with the school (the new dean was really impressed and is looking forward to collaboration), and it increases their ability to teach about sustainably organic gardening because they are actually practicing it. Brodie said there are not that many people who know about all of the aspects of the farm, all the different systems and can teach others. Lily Morgan said that it is hard to dig in because there aren't that many people who know the whole system and having experienced people through a full growing experience is important. This is what she would like to do with her life and having this connection with this school was important. Majkut said that these positions need to be hired early enough to participate in the planning. He thinks the decision needs to be made now. If the funding wasn't there during budget process, they could probably find a way for at least one time funding for this year, so that they are not laying students off who were hired for the summer. He appreciates keeping all the budget items as a whole. Majkut said that he has significant concerns about how small increases of work that then flow to the salaried staff. Roberts and Savinski dittoed. However, Majkut believes that these two positions help support the salaried staff. He thinks that the Food Bank program is outstanding. Stickney will be voting yes because he thinks that this is important to happen now with hiring being done. Getting funding from Huxley could happen in the future but there really isn't extra money in most colleges' budgets. If there is a concern in terms of budget, they can take this into consideration when Le and Glemaker go to Services & Activities they will be able to ask for extra funds, using these positions as examples. Savinski, Celis, Duot dittoed. Stickney thinks it is important to be providing support to students who go to the Bellingham food bank. Olivier feels that the summer apprenticeship coincides with the AS looking at program saturation, as the salaries staff were overwhelmed. Le dittoed. They will be hiring for the coordinators as of next week. Roberts clarified that she never said this was something that shouldn't happen. She just wanted to make sure that they were considering the effects and doing this in the best way possible.

MOTION ASB-12-F-28 by Celis

Approve the transfer of \$650 for the institutionalization of the Outback Summer Apprenticeship program from the AS Operational Enhancement Fund [FXXENH] to the Environmental & Sustainability Program Administration [FXXEVS] and to recommend to the Budget Committee to allocate funds accordingly for the institutionalization of this program for the 2013-2014 academic year.

Second: Stickney

Vote: 7 - 0 - 0

Action: Passed

IV. INFORMATION ITEMS - Guests*

A. AS Personnel Committee CC

(5 minutes)

Le Doc. 1

Le said that most of the new language was submitted by Sara Richards, As Personnel Director.

There was a change in the membership that indicates the Personnel Director will be deciding which Assistant Personnel Director would serve on the committee. Le feels the Student Development Fund reference could go in the rules of operation and not this document.

B. AS Student Development Fund

(5 minutes)

Le Doc. 2

Le said he started working on this a few weeks ago. He thought that it was odd to have a policy where funding was allocated by just one person. He originally thought that funding should all go to Personnel Committee. But he made it \$150 and below would just be the AS Personnel Director and AS VP Business and Operations (VPBO) with AS President stepping in if there was a tie. He is willing to change this section if people think that something else would work better. Majkut said that in the past with large requests the Personnel Director would sometimes bring the request to the Personnel Committee to ask for advice. Glemaker wanted the Board to know that Richards was not able to attend this meeting because of a class conflict and he encouraged Board Members to talk to her before the next meeting. Glemaker suggested having Personnel Director and Business Director approve funding under \$150 and in event of a tie VPBO would step in. Duot dittoed. Stickney is concerned about timing with this; he thinks that the Personnel Director can have discretion to go to the Personnel Committee. Also he questions having this go to the VPBO because they already have too much in their job description, and why would the Board add to it. Stickney and Celis like Glemaker's language. Celis values this going to the Personnel Committee he thinks that it adds to consistency and transparency in a fund that allocates \$5,000 for AS employees. Celis and Duot dittoed. Roberts said that this process should take time and there should be accountability. Celis agrees especially when it comes down to an opinion based decision about whether a conference benefits the organization as a whole. Le said that he would be willing to make a Board work session on Tuesday to discuss this more. Stickney said that transparency doesn't really apply because Personnel Committee is not open to the public. He doesn't think they should add excess process that can add weeks to the decision making process. He thinks it is more important that students be able to attend programs that will benefit them and have an educational impact. Majkut originally supported the proposal to delegate this responsibility to the Personnel Director because AS has executive administrators. There are many student positions in the AS where people have authority to spend significant amounts more than \$5,000. There are people who cosign on those and that happens with these decisions as well. The original decision was made when all the requests were coming to the Board. The original proposal was made to try to take remove some things from the Board's Agenda and better utilize executive positions within the organization. He is not arguing against spreading it out to the Personnel Committee in a more formal way, instead of leaving it up to the Personnel Director to seek advice when needed. Roberts said Activities Council requires 5 weeks for expenditures of funds for travel. She doesn't think a two week process is excessive. Roberts asked what the checks were for this fund. When she was a programmer she had 3 people checking. Majkut said that the checks would be the Business Director, Lisa Rosenberg, sometimes the VPBO and Kevin Majkut approves all travel justifications. Majkut said that with this fund he typically asks for more information before approving the form. Stickney said that there is a sufficient amount of trust that they have in their employees' ability to decide about expenditures and they are subject to review. He thinks that the Personnel Director has the ability to decide this. Roberts is wondering if this is in reaction to a specific event. She is divided because thinks it is important to preserve the autonomy of the Personnel Director in making this decision. She is wondering if they are changing a policy to just deal with one specific issue. Le doesn't feel this is a knee jerk reaction. Majkut said that Le has been looking at this since the beginning of the quarter. Le feels that recent events have reinforced for him the need for this policy. He requests a Board Work Session Tuesday. Roberts asked if they could have an Executive Session. Majkut said that any time they are talking about individual's performance they should respect their privacy and call executive session. Majkut said that they

could call a formal meeting on Tuesday morning and make it an Executive Session. Duot thinks that they need to trust people who were given responsibility. The Board decided to have a work session Tuesday at 9 am in VU 460.

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

VII. ACTION ITEMS - Board*

A. AS Business Committee CC (5 minutes) Le Doc. 4

Druksel Dorji sent out an email with his reasons for requesting the changes. Stickney is concerned about the framework being imposed on the Budget Committee. He thinks that the Budget Committee could be taught what they need to know to in order to make decisions. Le said that it is his experience that many things discussed were really immaterial. He felt that there wasn't a good ground work set for the committee to know what they should be talking about. He feels that this is why the proposals come to the very last few meetings, because it takes so much more time to make decisions. Glemaker said that the purpose of the Business Committee is to ensure that the leaders of Budget Committee understand the process in depth. Stickney wondered if this is a structural problem. Majkut thinks that it is a combination of both structural and operational. He believes that this group can help frame the questions better so that people are giving good input into the decision making process. He said that this framing will help them handle a complex multimillion dollar budget. It doesn't mean that people can't bring up anything they have concerns about, but this helps give it better focus. It is an attempt to make the process work more efficiently with better input. Majkut does think that releasing the budget at the end of spring quarter doesn't give a lot of time for input from the organization about the Budget Committee's decisions. He feels that having the budget done earlier will allow for a more robust process. Roberts said that with such a busy organization it is important to have some meetings institutionalized to ensure that all of the parties involved are at the table. Savinski and Celis dittoed.

MOTION ASB-12-F-29 by Celis

Approve the AS Business Committee Charge & Charter.

Second: Savinski Vote: 6 - 1 - 0 Action: Passed

B. Transfer Request for ACUI Conference (5 minutes) Le Doc. 5

Nothing has changed since last meeting. Duot feels that people involved in this should abstain. Majkut said in this case, since the event has already occurred, the Board members aren't going to get any benefit. There is no rule that they have to recuse, but traditionally if people are to get a personal benefit they would recuse themselves from the vote. Kevin said this is a professional request. Glemaker saw this as benefit to the organization to look at structure and self-assessment. Savinski dittoed.

MOTION ASB-12-F-30 by Celis

Approve transfer of \$892.93 for the 2 Board Member's attendance at the ACUI Conference from the AS Operational Enhancement Fund [FXXENH] to the AS Board Discretionary Fund [FXXBDS].

Second: Stickney Vote: 6 - 0 - 1 Action: Passed

VIII. INFORMATION ITEMS - Board*

A. AS Election Code Review Committee CC (5 minutes) Le Doc. 6

Le said that Graham Marmion, AS Elections Coordinator did not make any changes to the document. Glemaker feels that that the Board member should be the VP for Governmental Affairs or VP Activities instead of VP for Business and Operations. He would also like to add in the meetings section "to the Student Senate and the AS Board of Directors." Duot thinks it would be good under Governmental Affairs. Celis dittoed. He thinks there can be a conflict of interest if a Board member would like to run again. Duot wondered if they could have

someone who will not be running in the membership. Roberts thinks that this is a good thing to take into account. She thinks that "VP for BusOps or designee" is fine for now because they will be looking at the structure of the whole Board soon. 3 dittoed. Majkut said that this is a technical committee and the only technician on the committee is the Election Coordinator. He thinks that sometimes it is only the Election Coordinator talking and just other people responding. He thinks that they want dialogue to be encouraged. Savinski suggests "A Board member to be designated by the Board of Directors." 3 dittoed. Le said that he found it odd that his position is in charge of all committees that are election related. Stickney served on this committee last year. He felt that having the VP for Bus Ops was valuable because they have the business side in there and it is more technical. When he was asked to join the committee last year he was thinking of running for the Board, he asked the Elections Coordinator and got the response that people do serve to learn about the process. This is different than the Election Board because if someone was trying to put the code to their advantage, then it still has to be approved by the committee, the Student Senate and the Board. He feels there are enough voices involved that one person's bias doesn't matter so much. He feels that there was dialogue last year and it included changes from what the Elections Coordinator originally brought forward. He feels that this encouraged more professional, accessible and ethical elections.

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

A. Committee Appointments

Academic Coordinating Commission

Matthew Hilliard	Political Science	Sophomore
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AS Alternative Transportation Fee Committee

Keira O'Hearn	Social Studies/History	Freshman (RHA rep)
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Neil Baunsgard	Economics/Environmental Studies	Senior
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AS Bookstore Advisory Committee

Sarah Kohout	Undisclosed	Sophomore (Senate rep)
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Chelsea Jann	Manufacturing Engineering Technology	Senior
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AS Election Board

Amanda Squires	Human Services	Senior (Senate)
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AS Facilities & Services Council

Joseph Levy	Political Science/Philosophy	Freshman (Senate, LAC)
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AS Green Energy Fee Committee

Ashley Selvey	Undeclared- Environmental Policy	Freshman
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AS Student Technology Fee Renewal Committee

William Campbell	Political Science/Economics, Philosophy, Mathematics	Senior (Senate, ECR)
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AS Transportation Advisory Committee

Anastasia George	Anthropology and Psychology	Freshman (RHA rep)
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Sadie Normoyle	Environmental Policy	Sophomore
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Campus Dining Committee

Ashley West	Spanish and Education	Sophomore
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Committee For Undergraduate Education

Katharine Barnard	Economics	Junior (RASC, SAGB)
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Counseling, Health, and Wellness Services Committee

Krista Wagner	Undisclosed	Freshman (RHA rep)
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Diversity Committee

Lorena Garcia	Earth Science and Education	Sophomore (AHB)
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Monica Schell	Undecided	Freshman
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International Studies Curriculum Committee

James Salazar	Undisclosed	Freshman
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**Neil Baunsgard is no longer on GEF.*

**Katie Barnard is no longer on ACC *Amada Squires is no longer on ASTAC*

MOTION ASB-12-F-31 by Celis

Approve Consent Item A Committee Appointments.

Second: Roberts

Vote: 7 - 0 - 0

Action: Passed

X. STUDENT SENATE REPORT

Christian Correa, AS Student Senate Chair reported that Senate is doing well. They created subcommittees for Senate Reform and outreach. They are progressing, slowly, but progressing.

XI. BOARD REPORTS

President

Ethan Glemaker reported that he is going to Seattle tomorrow for a Western Foundation Board Meeting to discuss Western's presence in Seattle and the Seattle Business Forum.

VP for Academic Affairs

Victor Celis reported that with the Tech Fee Renewal Committee being passed, he has been planning for this committee to begin. Stickney will be the Board member on that committee, they only need one more student at-large and he has contacted Faculty Senate about a faculty member. ATUS purchased a one year pilot for campus so that students can switch over to Windows 8. There is a possibility of this being included as part of the Student Technology Fee, but it is not set and the committee has not met yet to discuss it.

VP for Activities

Carly C Roberts reported that she is still recruiting for Activities Council members. They have been approving the first funding such as funding for the tea brewing club to begin their brewing. She appreciates that no matter what students like to do they can find a place and a community. She hasn't seen a lot of progress on AS Board Structure but they have done research and they are starting to look at a timeline. She will inform people as things progress. She asked people to look at a committee email she will be sending out and provide feedback.

VP for Business & Operations

Hung Le reported that he has been working on bringing all of these items to the board and doing self-assessment. He is trying to become the best VP for Business & Operations he can be.

VP for Diversity

Deng de Duot reported that he attended the Student Senate meeting and enjoyed watching the students handle all that was delegated to the committee. He did a shout out to Neil Baunsgard, Evan Fowler and Kaylee Galloway for their impressive work. ESC Steering has been narrowing down the selection for their name change. Presidents Council approved the Japanese Student Association as a new Ethnic Student Center Club; there are now 14 clubs. He got invited to webinar about diversity training and research; it went well. There were a lot of discussions about how to define diversity long term. He will be serving on the Presidential Diversity Task Force that will be meeting soon. He is working with the Equal Opportunity Office and the AS Personnel Office.

VP for Governmental Affairs

Patrick Stickney gave a shout out to Janelle Marshall and Veterans Services who put together a meeting with Rick Larsen where he discussed with student Veterans, issues they deal with and how student veterans interact with community. He also gave a shout out to Jered McCardle,

Graham Marmion and Cait Huntsman for their Weed, Taxes and Democracy event that he spoke at. There was a legislative meeting at 7 am where students, faculty, admin and unions came together to discuss the legislative agenda and how to best give a unified message. Crowther and he will put together a messaging plan. There was a discussion with Faculty Senate about legislative issues. He will have a meeting soon about Action Sprout, a campaign software to run campaigns using Facebook. Legislative Affairs Council is going well and they are now starting to talk about issues.

VP for Student Life

Katie Savinski was excited to report that next Monday the Students for Sustainable Water will be taking a draft policy, for the AS, to Management Council as a discussion item. She is excited because this is a first step towards handling this issue. She had a great conversation with Steve Wadsworth from dining services, he is asking for feedback about how dining services can serve the AS to the best of their ability. She asked about the reusable mugs, and if they had considered options for water bottles. He will look into this. Today she went to the final multipurpose field conversation and it went really well. They discussed the lack of student input into the conversation during the summer. She also made a suggestion that could end up saving a few thousand on the project.

XII. OTHER BUSINESS

There will be a work session on Tuesday about the Student Development Fund.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 7:27 P.M.