

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

Wednesday, December 5, 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): Bob Putich (Student Business Office), Rich Van Den Hul (Vice President for Business & Financial Affairs), Sara Richards (Higher One Task Force), Ashley Hogrebe, Ben Crowther. AS Women's Center: Kritsy Hathaway, Danny Canham, Students for Sustainable Water: Heather Manning, Carolyn Bowie, Sara Purington, Sam Bliss

MOTIONS

- ASB-12-F-44** Approve the minutes of Wednesday, November 14, 2012. *Passed*
- ASB-12-F-45** Approve the 2 proposals for gender-exclusive programming and the proposal for gender-targeted programming for the Women's Center as stated in Doc. 2. *Passed*
- ASB-12-F-46** Approve the Hospitality Policy with the Water Bottle Free initiative language with the amendment changing "full time staff" to "professional staff". *Passed*
- ASB-12-F-47** Approve the Name & Gender Marker Resolution with the change to the be it resolved from "that do not" to "without imposing" and "allowing" to "that allow". *Passed*
- ASB-12-F-48** Approve the Program Standards to allow Gender Neutral restrooms at all AS programs and events. *Passed*
- ASB-12-F-49** Approve Elect-Her as a gender-targeted program. *Passed*
- ASB-12-F-50** Approve the 2012 AS State Legislative Agenda adding "and staff" to the faculty section to all areas that mention faculty and striking the first bullet point under the faculty section. *Passed*
- ASB-12-F-51** Approve Consent Item A. *Passed*
- ASB-12-F-52** Approve Consent Item B. the WOOT Trip Leader job description. *Passed*

Ethan Glemaker, AS President, called the meeting to order at 6:00 p.m.

I. APPROVAL OF MINUTES

MOTION ASB-12-F-44 by Celis

Approve the minutes of Wednesday, November 14, 2012.

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

II. REVISIONS TO THE AGENDA

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

IV. INFORMATION ITEMS - Guests*

- A. Higher One Presentation *(20 minutes)* Glemaker
- Van Den Hul asked to speak with the Board about the Higher One student disbursement program. He also wanted to discuss student involvement going forward. In Spring 2011 there was a student finance group on campus trying to decide how to improve services by doing electronic disbursement. Their goals were to improve services to students, reduce cost and create a greener solution to reimbursement. Higher One was chosen by this committee. Promised benefits were to electronically disburse, to allow Western to maintain their long-standing relationship with Cashnet, reduce costs, offer greener solutions and an easier way to

roll over accounts. One of the benefits was allowing students who are not able to get bank accounts to have an account through Higher One without qualifying. Issues began with the rollout in the Fall of 2011. The way that marketing was handled was at odds with Westerns values. Van Den Hul takes responsibility for not checking into the process more. The marketing materials didn't make it seem like it was an option to have this card, but more of a requirement. Putich ensured that everyone got their refunds that quarter by working through a lot of issues. The AS and administration started working together to come up with long-term solutions to the issues that arose by setting up a task force with half students and half staff, there were students involved in the AS and students at-large. There were a lot of conversations about Higher One on Viking Village. Celis collected information from the site to share with the taskforce. The taskforce became aware of a rally and came with fliers and people to answer questions. Richards said they held several forums, but they were not widely attended. The feedback that they got was frustration with a large decision being made without consulting the students or being transparent and the fees that were associated with the Higher One cards. Duot asked if there were documentation for the task force. Putich said that www.wvu.edu/sbo has the charter for the task force and documentation of the steps that were taken. They also had a comment space available on the website. The office made changes to the Frequently Asked Questions section of the website as comments came in. Duot asked if Western gets any benefit from the company since they charge students fees. Putich said there is no kick-back to the university. There are fees charged for banking, but this is totally separate from Western and it is not required to get a bank account through Higher One. Van Den Hul said that through negotiations Higher One waived the \$12,000 fee to provide financial education for students. Through negotiations a \$2 credit per quarter is given to all students using the card to make their first four transactions free, so they will reimburse each quarter. Putich said that a lot of the fees that first raised the issue were removed due to negotiations with Van Den Hul. There will be additional ATMs added on campus in the first 3 months of next year. This year's new students received better marketing material because the school was able to insert a letter from Western to the students to explain the program. Western also now has control over the emails that are sent out, because students were being inundated with emails about the program. Van Den Hul insisted on an electronic sign up system and this is now available. Putich said that Higher One liked these ideas and now for 2013 a lot of what they asked for is becoming the norm for the company in working with other universities. Van Den Hul said initially that if they worked with Western and listened to their feedback, it would improve the company. He thinks that they are about 90% complete as far as the things that they have requested. The roll out this year was much more successful, 39% of students who have chosen a deposit method (about 50% of Western students) have selected to open a card with Higher One. Putich thanked the Board for their input and participation in this process. This year there was only one complaint on Viking Village and almost no parent involvement. Van Den Hul said that he feels that the rollout is where everything fell apart last year. They should have checked with the marketing materials. They take ownership of this and realize they probably moved too fast. Ellermeier, Peters, Celis and Richards did a wonderful job on the task force. He feels the program as it stands now is a good program. There are 3 ½ years in the contract with Higher One. He thanked everyone involved in this process. Van Den Hul said that they will continue to look at what level of student involvement they have in decision making. Stickney said that having a public process would greatly improve this system. He suggested a forum. Glemaker said that the Board could appoint members to a committee as well. Celis thanked Putich and his staff for helping students figure out the process with this new card.

V. ACTION ITEMS - Guests*

- A. Women's Center Targeted Programs (10 minutes) Duot Doc. 1
 Stickney said that the Program Standards require targeted programs to go to the Board. Duot recognized the hard work on this document and thanked them for their time. Roberts dittoed.

MOTION ASB-12-F-45 by Stickney

Approve the 2 proposals for gender-exclusive programming and the proposal for gender-targeted programming for the Women's Center as stated in Doc. 2.

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

B. Hospitality Policy- Water Bottle Free (10 minutes) Le Doc. 2

Le took people's comments into consideration and changed the wording in the policy to make language stronger and clearer. He also put who could approve exceptions. Carolyn Bowie really liked the language and was very excited about the policy. Celis wanted to ensure that all professional staff are covered including part-time, etc. Roberts thinks that with the club system it would be the person working with the club closely on an event and could be a few different people. Roberts proposed an amendment to change "applies" to "shall apply". Majkut said that AS Offices had the opportunity to discuss how this applies to them and might affect them. He is not sure that clubs have had this same opportunity. 4 dittoed. Majkut suggested some tracking of what uses there are of water. He thinks that when they track usage it keeps it at the forefront. Stickney dittoed. Roberts thinks that if this is for the whole organization then it should apply to the clubs. She thinks that in the future if clubs will be included they should be consulted. Savinski said that the Club Coordinator attends Management Council and that makes her a little more comfortable with this. Savinski thinks it is important to have a tracking system; she will be working with Le to ensure that tracking happens. Sara Purington asked how this information will be given out to the AS. Le said that there is mandatory training for all AS Employees and this is a topic. Le felt that he should have brought this to Activities Council and he apologizes. Roberts clarified that she doesn't feel the Board did anything inappropriate in this case. Glemaker thanked Students for Sustainable Water for all of their work on this project. There was applause.

MOTION ASB-12-F-46 by Celis

Approve the Hospitality Policy with the Water Bottle Free initiative language with the amendment changing "full time staff" to "professional staff".

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

C. Name & Gender Marker Resolution (5 minutes) Celis Doc. 3

Celis has crafted the start of a letter to send to administrators with the resolution. Glemaker and Duot sit on the diversity committee with the university President, they presented three goals for the year including this one. Celis said the current "be it resolved" didn't sound right to him and he noticed it again when he was writing the letter in support of it. Stickney feels the new wording makes it easier to read. Crowther is now concerned about this because it might sound like the change shouldn't impose instead of the policies imposing. Roberts suggested moving "that do not impose" to after "policies". Majkut asked to change it to "students" to "the student" so that the grammar is correct. Monger will make this change. Duot thinks this is a good document and speaks to the needs of students.

MOTION ASB-12-F-47 by Stickney

Approve the Name & Gender Marker Resolution with the change to the be it resolved from "that do not" to "without imposing" and "allowing" to "that allow".

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

D. Program Standards- Gender Neutral Restrooms (10 minutes) Le Doc. 4

Le said that last week this was in resolution form, but the Board wanted it to be added to the Program Standards. Crowther feels that this is the language of the resolution changed into policy. It seemed odd to include the information about the Personnel Office, but there is nowhere else to put this. Glemaker doesn't feel that this wording ensures that event services

continue on with this process. Roberts doesn't feel this is an appropriate place to include something for event services because they are separate from the AS. Duot dittoed. She feels that they should speak with event services to come up with a process. Crowther said that these conversations are already happening. Savinski said that clubs aren't subject to the Program Standards, but she is wondering if the ESC Clubs are subject to this. Roberts feels that in working with reservations it will affect all clubs doing large events. Celis is concerned about expecting EMS to take care of this. He feels that the ESC Clubs are subject to the Program Standards. Roberts said that this section is written for Programming Offices and she would not be comfortable applying it to clubs. Roberts said that gender neutral rest rooms are not only for trans people but also for people with disabilities, etc. and this should be expected at events. Glemaker said that the ESC is part of the programming offices and so the large scale events would fall under this policy. He said that not all restrooms would need to have to be gender neutral, but that there will be at least one available. Crowther said that it only takes a short amount of time to put up these signs and there will be templates for the signs. Stickney feels that they should pass it now, there is still work they can do after this passes with clubs and EMS to figure out the details of implementation. Roberts dittoed. Celis feels that AS Clubs are now more similar because there is the club coordinator. Savinski thinks that she will be most comfortable passing this with the stipulation that there will be a conversation with clubs about this issue. Duot was also concerned about talking about the ESC because the ESC is part of the AS. Roberts thinks the Club Hub is not a programming office and the Club Coordinator is not a programmer in general. AS Club programs are done individually and the Club Coordinator supports them. Savinski is a huge advocate that the ESC is part of the AS and she asked if the ESC Clubs fall under this section because it says programming office. Glemaker would like to have this discussed at AS Training. Stickney dittoed. Crowther thanked the Board for taking concrete steps to make changes to make the campus and programs more inclusive. The Board thanked Crowther for all of this work.

MOTION ASB-12-F-48 by Stickney

Approve the Program Standards to allow Gender Neutral restrooms at all AS programs and events.

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

The Board took a break and reconvened at 7:32 p.m.

E. Elect-Her Gender-Targeted Program (5 minutes) Roberts Doc. 5

Roberts said that anyone can attend this program with the knowledge that it is targeted at women. Roberts will be talking to the presenters about including trans students. The event will be February 23rd. Le really likes this document; he asked if there they had funds to publicize. Roberts said that they got a grant from the American Association of University Women to help cover the costs for this event. They are in danger of not getting the grant next year if they do not have enough attendees. Glemaker recommends touching base with the Queer Resource Center before sending out the email. Stickney said if they are unable to include trans students this year, they should encourage the group to include trans friendly materials in the future. Roberts said they are being very intentional about recruiting for this program to help increase attendance. Stickney encouraged the Board to recruit. Roberts wanted to make sure that they don't take away from the fact that this is targeted for women for a very specific reason, because of the lack of woman-identified representation.

Duot rejoined the meeting

MOTION ASB-12-F-49 by Celis

Approve Elect-Her as a gender-targeted program.

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

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

VII. ACTION ITEMS - Board*

- A. AS State Legislative Agenda (25 minutes) Stickney Doc. 6
- Stickney said that the document reflects changes made during the work session. An additional change was to the language about the Western Governor’s University and changed it to be more general about not-for-profit universities having transparency and providing quality education. Glemaker wondered if this change now makes it a subjective statement about quality of education. Stickney said that this focuses on the exemptions that impede transparency. Roberts wondered if there was a way to connect this subject back to values of Western Students. Stickney said that these issues can be things that the students of Western care about without being dollar for dollar connected to the university. The priority section of the agenda is the only document that will be presented at lobby day. During the legislative meeting group Stickney and Glemaker were informed that the first bullet under faculty is the process that already happens. The faculty felt that the statement might be taken in the wrong way or stronger than the AS means. Celis wondered what would happen if the administration would remove the faculty evaluations. Stickney said that the effects of having this in the document could do more harm than the possibility that they will remove student evaluations. Glemaker was in this meeting and he doesn’t know if he agrees with removing the first bullet point. Glemaker said that as a Fairhaven student he values the student evaluation process. Glemaker offered a suggestion to “continue to support” legislation. Stickney is concerned that this could remove some of the protection that the faculty has and that the point could be used to support something like tenure. Duot dittoed. Glemaker thinks that given the fact that they signed a contract to increase the salary of faculty, he worries that this implies that Western doesn’t have outstanding faculty. Stickney said that there is a perception that the faculty are ivory tower elitists- preventing the students from getting a good education and they see students as pesky. Celis feels that this builds on the authority that the faculty already has. Glemaker said that saying continuing to support legislation is more in solidarity with what happens now. He feels that a unified voice with faculty staff and students is the most powerful tool that the students have. Roberts thinks the less they say, the louder it is, and feels they should strike this. Celis thinks that the placement is not good, but feels they should keep it in.

MOTION ASB-12-F-50 by Savinski

Approve the 2012 AS State Legislative Agenda adding “and staff” to the faculty section to all areas that mention faculty and striking the first bullet point under the faculty section.

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

VIII. INFORMATION ITEMS - Board*

IX. CONSENT ITEMS (subject to immediate action)

A. Committee Appointments

Counseling Health, and Wellness Services Committee

Matt Smith	Secondary Education	Sophomore (ROP rep)
------------	---------------------	---------------------

AS Election Board

Carlee Wilson	English – Creative Writing	Junior
---------------	----------------------------	--------

Ronald Kleinknecht Excellence in Teaching Award Committee

Carlee Wilson	English – Creative Writing	Junior
---------------	----------------------------	--------

**Jocelyn White is no longer on IPAC*

MOTION ASB-12-F-51 by Celis

Approve Consent Item A.

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

- B. Western Outdoor Orientation Trip Leader Job Description (10 minutes) Le Doc. 7
 Minor changes to job descriptions that were passed by Personnel Committee need to be acknowledged by the Board per the AS Employment Policy. Any substantial changes would go to the Board in a two week system. The positions referenced no longer exist and these jobs open next week. Majkut clarified that the term of position is new and it will be posted with the correct dates each year.

MOTION ASB-12-F- by Celis

Approve Consent Item B. the WOOT Trip Leader job description.

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

X. STUDENT SENATE REPORT

Christian Correa, AS Student Senate Chair reported that last week the Senate went to Pho 99 and had a social night. The Board thanked Correa for a productive first quarter.

XI. BOARD REPORTS

President

Ethan Glemaker reported that the Diversity Taskforce had their 1st meeting and made three recommendations: gender marker and name change easier access system, change language to include same-sex couples for anything that applies to married couples, and to raise slightly the paychecks of employees who are engaged in a same-sex marriage to offset the taxes couples have to pay for health and wellness benefits called “gross-up”. The Men’s Resiliency Taskforce has set short and long term outcomes and are reaching out to people who they think should be a part of the taskforce. Glemaker will be presenting the AS and WSA legislative agendas to the Board of Trustees and the Foundation governing Board on Friday, December 14th. He gave kudos to all the Board Members and Correa because they have really pulled their weight and worked hard this quarter.

VP for Academic Affairs

Victor Celis reported that they held the first Tech Fee renewal meeting where they brainstormed how to reach out to campus. He has been working with staff on allocating bottleneck funds for programs and departments to alleviate the problem of more students needing to take a class than the class capacity. This would provide funding for departments to widen the bottleneck so more students could take the courses they need by either allowing for more seats or adding another course. He and Glemaker are having conversations about change in PE/HR department to self-sustaining activities courses. They will be tracking how many students are registering for courses and then dropping them, and to see if it is related to the change in cost. This will help them communicate to students next quarter about the change.

VP for Activities

Carly C Roberts reported that AS Club Exchange was last Friday through Saturday morning. They served 60 students and 13 stayed until 6 am. People learned a lot and had fun. They are looking at it as a revamp of Project Leadership, are doing assessment and leaving a legacy. They hired a Club Support Specialist who is already a huge help. A new work study was hired in Communications Office. Communications Committee will be starting next quarter to work on a branding guide for the AS. The date for Elect-her has been selected.

VP for Business & Operations

Hung Le reported that he worked with the Business Committee on the budgeting process and has set a goal of week 9 for approval of the AS Budget. Le is submitting a proposal to F & S to

get a table that better suites the needs of the AS Board meetings. The Personnel Office is getting a printer to print confidential documents.

VP for Diversity

Deng de Duot reported that the last Steering meeting was yesterday and they approved the Chinese Student Association's Night Market. Duot gave a shout out to Evan Fowler, Bill Campbell, and Neil Christensen for their outreach for Senate and commitment to diversity. He also thanked the students involved in the Middle Women Project.

VP for Governmental Affairs

Patrick Stickney reported that he has been working on Viking Lobby Day with help from Cindy Monger and Kaylee Galloway. An email just went out to all Western Students inviting them to register. A Western Alumni is providing free software Actionsprout to help with the social media campaign. Stickney has started solidifying the special lobbying trips for next quarter.

VP for Student Life

Katie Savinski reported that she is excited that the hospitality policy for the water bottle free initiative passed. This was a huge goal for her. She looks forward to completing it and sticking to the timeline. She had a great Green Energy Fee committee meeting about a possible small grant program. Men's Resiliency meetings have been fulfilling and there will be working on creating and implementing focus groups next quarter. They will be losing Mike Gore from the Green Energy Fee to an amazing opportunity for internship at the White House, so they will be searching for a new coordinator for that program.

XII. OTHER BUSINESS

- A. Correa recognized Jaxx Espiritu for his work with the Migrant Youth Conference and Elly Mata for her work with the MYLC. Glemaker said that Cyndie Shepard approached him because Amanda Squires met with her about how to better reach students in Woodring and get them informed about Student Senate. Shepard was very impressed with Squires. Huge kudos for her outreach!
- B. Le would like to work on scheduling early so that committees can be arranged earlier.
- C. Glemaker sent out an email with expectations for finals week office hours and a checklist for winter closing.
- D. Le would still like to attend events together and hopes the back office event calendar can be used to communicate interest.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 8:19 P.M.