

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

Thursday, January 24, 2013

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):** Michelle Dutro (The Western Front), Neil Christenson (Student Senate/LAC/SPAC), Matthew Hilliard (Student Senate), Megan Housekeeper (AS Productions Pop Music), Daley Smith (AS Productions Director), Jered McCardle (REP)

**MOTIONS**

- ASB-13-W-4** Suspend the Rules of Operation and move Information Item A to Action Item A. *Passed*
- ASB-13-W-5** Approve \$35,000 from the Large Event Loan Fund with the stipulation that AS Productions works with the Box Office to ensure an equitable ticketing process and with the AS Communications Office to ensure equitable marketing practices. *Passed*
- ASB-13-W-6** Approve the transfer of \$965 for the appointment of Caitlin Huntsman to the newly approved Vote Staff Position from the AS Operational Enhancement Fund to the Representation and Engagement Administration Budget. *Passed*
- ASB-13-W-7** Approve Green Energy Fee Small Grant Pilot Proposal. *Passed*
- ASB-13-W-8** Approve Consent Item A. *Passed*

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

**I. APPROVAL OF MINUTES**

**II. REVISIONS TO THE AGENDA-** Roberts would like to add Nicholas Doherty, Junior in Econ to: DRAC, Student Publications Council and University Judicial Appeals Board. Glemaker would like to add Andrew Entrikin to the Parking & Transportation Capital Implementation Advisory Committee. Stickney said Oomen is a Fairhaven Major. Savinski asked to move Info Item A to B to accommodate the guests. All changes accepted.

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

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

A. Large Event Loan Proposal

(15 minutes)

Le Doc. 2

Le said that the request is a loan from the reserves account for this purpose. Housekeeper said that there is a unique opportunity to bring a large artist to campus. The reserves account has not been used for several years because AS Productions was unable to obtain a reservation for Carver Gym and the weather makes Red Square less than ideal. This year they were able to get a reservation on June 8<sup>th</sup>. Housekeeper has been speaking with the manager of the artist and it sounds like the artist is available. This is a top requested artist on the Taste Test and is widely recognized on campus. The artist was able to sell out 7,500 seats in Seattle recently. They have the ability to reach 2,500 students to attend an AS event. Housekeeper said that she feels very confident in the ability to pay back the loan, especially because it is not weather dependent. A lot of this is contingent on the agent approving the offer; they will not be able to offer until the funds are freed up. This a timely issue because the agent has some other offers for the same day as the reservation. Stickney asked if the general admission would be capped. Housekeeper said they would like to cap tickets at 500 for general and 2,000 for students. Duot asked about the \$19 student ticket price. Housekeeper said that tickets for this artist would typically be about twice the price they are setting and this is the most requested artist. Roberts would like to gauge

how people feel about moving this item for immediate action. Majkut understands the pressing nature, especially around concerts, but he doesn't think that it is a good idea with a \$35,000 expenditure to put it forward. If they did do this, because they felt it was reasonable, he would support that. Majkut said that he is only authorized to sign contracts up to \$20,000. He has set this process into motion, but doesn't foresee it being approved until sometime next week. Roberts asked if they approved it this week, would it possibly move along the process faster, even by one or two days. Majkut said that is possible because whenever the university approves it, they could put out an offer. Stickney clarified that there is a possibility that the artist could be booked while the process continues. Celis understands and agrees with the sentiment that it is a large expenditure. Stickney and Duot dittoed. He feels better in that the 80% estimate of ticket sales would allow repayment of the loan. Glemaker clarified that the student price would be \$19 for students (\$18 was a typo). Duot was concerned about the workload on university staff if they try to hurry this process along. Roberts said that she does recognize this, but there has also been a lot of hard work put in by the AS Productions office. Stickney and Savinski dittoed. Majkut said that the contract business is always rushed; he wondered if there is any particular reason why this is extremely rushed. Housekeeper has been in communication with the agent since the fall and they have not been this close to finding a date that will work before and they do have other people interested in the same day. Hilliard asked who is the artist. Housekeeper said that with music related contracting issues they are not able to release the name or the artist to the students or to the general public until they go through the contracting process. Housekeeper personally knows and some members of the Board do as well. Duot thinks that they should always think deeply about these decisions. Celis said that he does not feel deciding immediately is normal practice, but this is an extenuating circumstance. 4 dittoes.

*MOTION ASB-13-W-4 by Roberts*

Suspend the Rules of Operation and move Information Item A to Action Item A.

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

Roberts thinks that this is a great idea and they should approve the funding. She asked that Pop Music work with the box office to try to make sure that there is an equitable process for online purchases by students. She also proposes that the AS Production Marketing Coordinator's work with the Communications Office to ensure that marketing is equitable for students, to ensure that as many students as possible get information about the concert. 3 dittoes. Stickney trusts AS Productions even though he doesn't know who the artist is. Housekeeper supports the stipulations and she has some ideas such as announcing ticket sales with a banner, instead of just the event two weeks before. 3 dittoes. Housekeepers said that a solution would be to only have box office ticket sales for the first week for students, because there is no way to give the student discount online.

*MOTION ASB-13-W-5 by Roberts*

Approve \$35,000 from the Large Event Loan Fund with the stipulation that AS Productions works with the Box Office to ensure an equitable ticketing process and with the AS Communications Office to ensure equitable marketing practices.

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

B. GEF Rules of Operation- Maintenance                      (10 minutes)                      Savinski Doc. 1

On page two under the funding guidelines they have added in allowing the funding of one year's worth of maintenance of the projects. The committee decided that it would be best to include a "warranty" period for these projects because there seemed to be hesitancy for the buildings to allow projects because they don't have funding for maintenance, the one year period will allow for time to secure or reallocate funding. Most of the materials come with a warranty so they don't anticipate this being a large drain on Green Energy Fee funds. There would be a reserve fund to a percentage cap of the cost of the project. Majkut said that under

amendments it does say that the Rules of Operation has to be approved by the Board and the university designee. Savinski said that she will not be here at the next meeting, but feel free to contact her about concerns before Thursday. Celis will be representing this item at the next meeting. Stickney will be in DC during the next meeting, but is in support of this document.

## V. ACTION ITEMS - Guests\*

### A. Vote Staff (10 minutes) Le Doc. 3

Le said that there was concern about the 100 hours not being enough time. Another concern was that there was not enough direction in the job description. They cut out some responsibilities for the office based on that feedback, because it is only for the rest of the year. Stickney said that he supports this document because this work needs to happen. The university administration has been eager to work on this. Glemaker thanked Le and others who contributed for editing the duties of the position. 3 dittoes.

#### MOTION ASB-13-W-6 by Stickney

Approve the transfer of \$965 for the appointment of Caitlin Huntsman to the newly approved Vote Staff Position from the AS Operational Enhancement Fund to the Representation and Engagement Administration Budget.

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

### B. GEF Small Grant Pilot Proposal (15 minutes) Savinski Doc. 4

Savinski said this idea came from a conference with many universities across the country with programs similar to the Green Energy Fee. The committee would like to try a pilot program to provide more hands on experience for students. They would not have a search for large scale projects for this year while the pilot process happens. Le feels that there will be people disappointed about no search for the large proposals. Christensen said that there were no concerns about this at the Student Senate and Bill Campbell said it was a great idea. Roberts asked if people who had started proposals for large projects would still have an opportunity to submit them. Savinski said large projects already approved in concept and are pending funding will still be reviewed. But it would be too much to start a new process and have a search for large projects. Savinski hopes that in the future they will be able to see both small and large projects. Duot would like to know if there are limitations on the projects, such as purchasing a bicycle for personal use. Celis said that they will be looking at the Mission Statement for the fee while looking at projects. Things like personal purchases do not benefit the whole university and provide education for students. Savinski is not concerned about this kind of problem because people submitting have to answer questions pertaining to the criteria when applying.

#### MOTION ASB-13-W-7 by Celis

Approve Green Energy Fee Small Grant Pilot Proposal.

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

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

## VII. ACTION ITEMS - Board\*

## VIII. INFORMATION ITEMS - Board\*

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

### A. Committee Appointments

#### Departmental Related Activities Committee

Nicholas Doherty      Economics      Junior

#### Election Board

Katharine Barnard      Economics      Junior (RASC, CUE, SAGB)

Tristan de Rochefort	Political Science	Freshman (SPAC)
Sara Richards	Human Services	Senior (Campus Dining)
<u>Legislative Affairs Council</u>		
Eileen Pollet	Political Science	Senior
Marc Oommen	Philosophy and Political Science	Senior (Senate, CBC)
<u>Peter J. Elich Teaching Award Committee</u>		
Lori Shellman	Anthropology	2 <sup>nd</sup> yr. Grad. (AHB, SAGB, Counseling)
<u>Parking &amp; Transportation Capital Implementation Advisory Committee</u>		
Andrew Entrikin	English Major w/Secondary Ed & Political Science Minor	Senior
<u>Structure and Programs Advisory Committee</u>		
Anthony Clarke	Business Management	Senior
<u>Student Senate</u>		
Andrew Entrikin	English Major w/Secondary Ed & Political Science Minor	Senior
<u>Student Publications Council</u>		
Nicholas Doherty	Economics	Junior
<u>University Judicial Appeals Board</u>		
Tristan de Rochefort	Political Science	Freshman (SPAC)
Joseph Levy	Political Science/Philosophy	Freshman (Senate, LAC, F&S)
Nicholas Doherty	Economics	Junior
<i>*Joseph Levy and Catherine Gelband are no longer on SPAC. Paige Robins is no longer on Senate.</i>		
There was a typo on the Agenda and Paige Robins is no longer a member of Senate (not SPAC)		

*MOTION ASB-13-W-8 by Stickney*

Approve Consent Item A.

Second: Celis

Vote: 7 - 0 - 0

Action: Passed

**X. STUDENT SENATE REPORT**

Christian Correa, AS Student Senate Chair reported that this week they discussed the Senate as a whole finding times and their struggles with finding times for all of them to meet. They are discussing 50/50 by 2020 and looking at the Election Code next week.

**XI. BOARD REPORTS-** Glemaker said that the purpose of the reports is to share important things that have happened in individual positions so that the Board is on the same page if they receive questions or need to share AS happenings in other committee meetings.

**President**

Ethan Glemaker reported that he is really excited for evaluations because he thinks it is important to self-evaluate and receive feedback. Glemaker serves on the President's Task Force on Equity, Inclusion and Diversity (formerly Diversity Task Force). The President wrote a letter included in the Western Today and the website approving all recommendations and encouraged speedy implementation for the benefit of the campus community. They are very powerful in light of marriage equality passing. They also looked at 6 recommendations that were curriculum or faculty related in terms of diversifying campus. He is looking forward to more discussion and seeing what will be passed on to the President.

**VP for Academic Affairs**

Victor Celis reported that Academic Coordinating Committee is currently reviewing self-sustaining program proposals for Physical Education and the nursing program. ACC is not the body that approves this because the funding sources are decided through each college. Computer Information & Security Systems is also self-sustaining. The fees are \$250 per credit

with 97 credits required for the CISS major for in-state tuition. Also if students took any courses outside of their program, they will be charged normal state tuition, as well as the \$250. Hilliard has the same concern about this, he is a student at-large on ACC. Glemaker wanted to talk about this as part of the 50/50 by 2020. The Senate will be tabling for student tech fee.

### **VP for Activities**

Carly C Roberts reported that there is a lot going on with the Comm office, because they are the office that works to make the AS cohesive. They invested in a Facebook campaign for the AS page, they invested \$20 and now have over 2,000 likes on the page. At one point they had more likes than the UW AS Facebook page. The AS will be partnering with the University Communications Office to possibly produce an all campus lip dub. They are very powerful university recruiting tools for universities. Activities Council approved three new clubs: WWU Food Club, WWU Go club (Go is a strategic game similar to chess from Japan. Apparently there are 32 million move possibilities. They will be participating in competitions.) and the Society of Economic Geologists, people interesting in prospecting and resource management. Roberts thinks it is great that they have these diverse clubs for students to participate in. Elect-her planning is underway. They are hoping to get a really great keynote speaker. Roberts would like to encourage the Senators to come to elect her and spread the word. The next work session for the Board job descriptions will be Monday. If people have specific ideas of how to move forward please let her know. It is a tight timeline to get them approved by the filing period. She would appreciate prompt responses to her emails. Roberts gave kudos to Mason Luvera from the Comm office, there were many dittoed and snaps from Board members. He handled a PR nightmare on Facebook and she really appreciated it. He is a "Rock Star" and goes above and beyond to make sure that he is serving the AS and campus community so well. Glemaker doesn't mind being woken up early by an employee to handle a situation. It was amazing that it was just taken care of. He feels Luvera deserves "Hella" kudos. Stickney waved ditto card emphatically. Stickney waved ditto card emphatically.

### **VP for Business & Operations**

Hung Le reported that Facilities & Services will be meeting to discuss 6 items including getting better tables for VU 567. Management Council will be looking at the budget process. They are gathering Budget Authority information so that they can create a database of who is responsible for budgets and what it is spent on. He received training at Services & Activities committee. Employees should be filling out their evaluations. This weekend is the first of the mid quarter trainings offered to AS Employees.

### **VP for Diversity**

Deng de Duot reported that Steering was good and Le made his day. Diversity Task Force met, he was unable to attend, but they did a great job and recommendations will be available soon. Presidents Council had building unity. The Prison Conference went well and many people attended to hear the speech by Michelle Alexander. Lobby Day was great, he learned a lot and made good friends. He encourages other people to go to Olympia to lobby for higher education.

### **VP for Governmental Affairs**

Patrick Stickney reported that Viking Lobby Day had 60 students meet with over 60% of the legislature. Most of the legislators they met with support keeping the GET program. The Washington State Dream Act had more of a mixed response. They will do more organizing and talking about higher education affordability. He will be bringing the Western Votes contract soon because it wasn't passed by the Board last year. There will be a Presidents Day Lobby Day with the Washington Student Association Lobby Day. He has been working with the Human Services major on this trip.

### **VP for Student Life**

Katie Savinski reported that said that the director of University Residences search has been going really well. They had their first candidate on campus yesterday. She looks forward to seeing the candidates on campus. She has been working on the GEF process a lot lately. The conceptual projects that are seeking funding will be seen by the committee in the next few weeks. The Campus Community Coalition Coordinator has been hired her name is Anne Russell, she looks forward to welcoming her to campus.

## **XII. OTHER BUSINESS**

- A. The Election Code has been finalized and is going to Senate next week. Celis wanted to get a feel from the Board about the timing of elections. Depending on interpretation the last week of April could be Wednesday to Tuesday or the last full week would be 22-26<sup>th</sup>, the filing deadline for candidates would be the first day of classes. If they went April 29<sup>th</sup> – May 3<sup>rd</sup> then the deadline would be a week after the first day of classes, this is the option they prefer to go with. Roberts feels that it is important to interpret things reasonably. The Board did not have concerns about this.
- B. Glemaker gave huge kudos to Stickney, Kaylee Galloway, Madeline Espeseth and Mayra Guizar for the organization of Lobby Day. All three assistants were working tirelessly and he really appreciated the collaboration. Stickney said that Glemaker stole his kudo.
- C. Duot gave kudos to Celis for his support for senate, Correa who made him proud and Neil Christensen is great and it is nice to see a parliamentarian being so knowledgeable. He also thought Campbell and Oomen are doing a good job at Senate.

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 7:14 P.M.**