

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

Thursday, Wednesday, May 29, 2013

VU 567

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

Student Senate Representative: Christian Correa, AS Student Senate Chair

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

Guest(s): AS Elections: Grant Marmion, AS Personnel: Sara Richards; Ethnic Student Center: Felipe Espinoza; Mayra Guizar, Robby Eckroth, Kaylee Galloway; Josie Ellison; Jarred Tyson

MOTIONS

- ASB-13-S-36** Approve the AS Employment Policy with the changes to 4.09 and 6.01 section 23 to one business day. *Passed*
- ASB-13-S-37** Approve the "AS Vote Coordinator' position striking "and subsequent student advocacy efforts" from the about the position." *Passed*
- ASB-13-S-38** Approve Consent Item A. Veteran's Mentorship Program. *Passed*
- ASB-13-S-39** Approve Consent Item B. Vote Staff JD Hourly. *Passed*
- ASB-13-S-40** Approve the AS Reserve Restructure. *Passed*

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

I. APPROVAL OF MINUTES

II. REVISIONS TO THE AGENDA

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

V. ACTION ITEMS - Guests*

- A. AS Employment Policy (15 minutes) Le Doc. 1
Richards said that the only change was to 4.09 they are removing everything except AS Employees are not able to work more than 40 hours a week. All jobs are maxed at 19 hours except the AS President who works 25. Even if someone had two jobs they wouldn't reach 40. Celis really likes this document and commends Richards, the Personnel Office and everyone who has worked on this document. A lot of hard work went into this. Glemaker asked to change the acceptance time to one business day. Majkut would like to look at authority in section 10 with the next Board.

MOTION ASB-13-S-36 by Celis

Approve the AS Employment Policy with the changes to 4.09 and 6.01 section 23 to one business day.
Second: Savinski Vote: 6 - 0 - 0 Action: Passed

- B. Voter Education & Student Organizing Coordinator JD (10 minutes) Savinski Doc. 2
Savinski said that they had a fruitful discussion about this last week. Stickney would like to strike the "Student Organizing Coordinator" as well as "and subsequent student advocacy efforts" from the about the position. This was originally brought as a 4 quarter position, but those duties have been removed. Galloway is concerned about the title's length and feels that Student Organizing Coordinator is still appropriate in organizing voter registration. Duot thinks that economy of words is good. Le thinks that including the word "vote" in the title is important to understanding the position. Stickney suggested "AS Vote Coordinator."

MOTION ASB-13-S-37 by Stickney

Approve the "AS Vote Coordinator' position striking “and subsequent student advocacy efforts” from the about the position.”

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

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

A. Veteran's Mentorship Program *(5 minutes)* Le Doc. 8

Le is bringing this because he would like the Board to approve the grant before it is included in the budget. Le said this is a reward for volunteers in the program. He has concerns with incentive based volunteer program. Richards just developed the Mission Statement and goals for the program. They need people in this program and maybe it will get people to start. Le said that this would be for two years. Glemaker said that they are stipending with a gift card instead of money. He feels this is important and a great partnership between Admissions and the AS. Budget Committee did vote to include this in the budget. Majkut said that it is a good program and is good to try it as a pilot program and see if it works. Majkut feels that if they stipend volunteers this might have different implications than regular volunteers or employees.

MOTION ASB-13-S-38 by Celis

Approve Consent Item A. Veteran's Mentorship Program.

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

B. Vote Staff JD (Hourly) *(10 minutes)* Savinski Doc. 3

Savinski said this position has existed for four to five years. It comes back every year to change the dates. Richards said that they changed some of the position responsibilities to accommodate the new procedures, such as the Residence Halls being included. Savinski said that the additions made were reflective of Cait Huntsmen's efforts to institutionalize the voter drive. They have changed the term of position so that it will not have to come back every year.

MOTION ASB-13-S-39 by Celis

Approve Consent Item B. Vote Staff JD Hourly.

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

IV. INFORMATION ITEMS - Guests*

A. AS Demographics Menu *(10 minutes)* Le Doc. 4

Le said that Management Council created this winter quarter. This past week the group voted to put it into the AS Program Standards as a subsection and includes an appendix. This would help to create standardized language. Glemaker would like to add “asexual” to Sexual Identity/Orientation. He would also like to change “Native American” to “American Indian/Alaska Native”. Duot asked about Arab/Middle Eastern, he was concerned about how someone from India would identify. Glemaker said someone could self-identify or choose from the list.

B. Assessment Rotation- update *(5 minutes)* Le Doc. 5

Von Volkli said that there was an issue with one of the offices so they will try the process again next year. They combined the OC Bike and Equipment Shops and moved the Outback. Von Volkli said that last year they moved the Recycle Center under the Viking Union and while he was cleaning up the schedule the Child Development Center was also moved out of the rotation. The process he came up with is to have a report submitted to the AS Board of Directors about their operations and long term projects every two years. This would be a check-in but not as intensive as the SPAC process. Glemaker would like to add the first dates.

C. Club Hub Equipment Purchase *(10 minutes)* Le Doc. 6

Le said that the Facilities and Services Council did approve new furniture for the Club Hub, but they can't recommend new equipment (they unofficially recommend this as part of the new office changes. The New Equipment will cost \$5,147.48. There is only \$5,000 in the account

but he feels this \$150 shortage will be taken care of by the unspent and unallocated funds. Stickney dittoed.

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

VII. ACTION ITEMS - Board*

A. AS Reserve Restructure *(10 minutes)* Le Doc. 7

Le made two changes to make the policy a little more functional. There is now wording that allows for back filling if the other funds are not filled before discretionary has funds added. He also removed "one-time" from the vehicle replacement. Savinski congratulated Le on a great job. She doesn't know a lot about budgets, but found this easy to understand.

MOTION ASB-13-S-40 by Savinski

Approve the AS Reserve Restructure.

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

VIII. INFORMATION ITEMS - Board*

A. AS 2013-2014 Budget Recommendation *(20 minutes)* Le Doc. 9

Today Le will be sharing Budget Committee's Recommendations. Monday at the work session he will share feedback from AS Employees and his personal recommendations. After Monday's work session Le will be creating the report with more details added. Druksel Dorji and Le looked for ways to make the budgeting process accountable and clear. They really wanted to focus on the justifications and how the budget furthers the AS mission and guiding documents. They have also created some projects for the summer. Part of this was having the AS Board create priorities for the budget which were: value every student dollar, value current operations, and value sustainable operations. These priorities helped to shape Budget Committee's process. Le worked on presentation simplification to help students who were not involved in the AS understand how their resources are spent. He created categories: Student Representation, Services & Facilities, Resources, Activities and Professional Development. New forms were created to try to help ease the budgeting process for all involved. In the winter they had training, and spring quarter they met every Friday from 3-5 p.m. The loss of the Business Director to a family emergency slowed down the process by 2 weeks.

Glemaker and Le were able to grow the budget by \$105,000 at the Service & Activities level.

This brings the total budget to 2.53 million. The requests were 2.57 million at the budget committee. Budget Committee didn't have the increased number. Their approved budget was based on 2.49 million. There is currently \$42,000 that is unallocated. This will allow for clearing up many of the issues and concerns that were brought up about budget decreases.

There are 4 grants that have been approved for this year by the Board. The ESC Conference would like to increase their retreat from 2-3 days. This is a three year pilot to see how it works. He will be rounding all budgets to the nearest \$50. They will be renaming a few budgets to more clearly represent what the funding is spent on. There are also a few budgets that will be absorbed into other budgets.

Budget Committee recommended a carry forward budget for the Outdoor Center and then over the summer they will be assessing all of the Outdoor Center budgets. BC didn't feel that they had enough information to make a decision and were concerned that many of the requests seemed to overlap. Le is working hard to try to make the budget easier for people to understand. Duot thinks this is a great thing and Dorji has done a good job and he is thinking of him during this hard time. Duot has some issues and he will share them at the work session. Eckroth was wondering about the Senate Budget since it is not meeting next year. Le will speak with Lisa Rosenberg about this. Stickney understood that the decrease in the Representation & Engagement Program was because the Vote positions had not been approved yet. Le said that these funds will be added back in. Stickney asked what the Worker's Rights

Consortium is. Majkut said that this is to not use sweatshop labor in emblematic wear. The bookstore belongs to two organizations to ensure that the products they are selling are not made in Sweatshops. The AS pays half of the membership fee because they were already involved. Stickney asked about the Legislative Budgets. Le said that he didn't feel that BC should make these decisions since they are changes. Duot asked if they use the New York Times. Le said it is one of the most highly read newspapers on campus. Duot would like the conference agreement to be in a written document. He encourages people to see the need for the retreat. Le said that all of the notes will be in the report. Le said that he added specific language that it would be returned as a two day retreat and not disappear like other pilot programs if they decide not to fund them. Majkut said Le has done a great job of outlining why the grants should happen and the benefit to the organization. Stickney dittoed. Majkut said that in three years there is almost guaranteed increase in the budget when the pilot programs end. They will need to think about how to step processes to decrease major increases to the budget in any one year. The other part is that this year's Board is approving the funds and doesn't know what the outcomes and expectations will be for the programs. He thinks this should be documented so that this is clear when they are assessed in the future. Le said that coincidentally all of these programs happen at the same time as the offices go through the SPAC process. Duot would like to know why the Women's Center is being decreased. Le explained that the Vagina Memoirs grant changes the needs for that budget. Duot said that Nate Panelo will be explaining his concerns about the ESC Budget at the work session.

XI. BOARD REPORTS

President

Ethan Glemaker reported that Duot, Guizar and Glemaker will be attending the President's Task Force will be meeting. He has been working on selecting Scholarship recipients. Savinski and he have been working on the Water Bottle Initiative with the Students for Sustainable Water and things are looking promising. They are speaking with the administration and looking at solutions. They need one more piece of information about the Real Food Challenge before they can move forward with it. Project Mug started today; it allows people to check out a coffee mug and return it to dining services. Glemaker announced that per the motion [passed by the Board] on May 9th Duot and Glemaker met with the Dean of Students on Friday [May 24th]. Duot was able to demonstrate sufficient improvement which is why he was reinstated and is with the Board this week. Glemaker will be evaluating his performance again at the close of the second week. Glemaker welcomed back Duot.

VP for Academic Affairs

Victor Celis reported that the Student Senate had some great discussions about reframing general education, including one about the GUR reframing which includes namely GURs and writing proficiency. It was great to have this conversation. They also had conversations about the calendar committee which is part of ACC. They had conversations about parameters to set the calendar to make sure it is the most accommodating for future years. Thank you to Christian who is in Hawaii doing Teach for America. Celis reported that his Faculty Senate committees and a large portion of his job are winding down. STF had their last meeting. The Student Technology Fee had their last meeting this morning and they reviewed the Operational Guidelines. They will be sending it out via email and next year's board will approve. Finally the Faculty Senate joint meeting between the old board and new board will be taking place at June 10th at 4 p.m. All Board Members are invited, please RSVP. It is a great opportunity to meet with the faculty's governance.

VP for Activities

Carly C Roberts was attending a conference at the University of Maryland at College Park.

VP for Business & Operations

Hung Le reported that Divestment Committee went well; members from the Foundation will be speaking at the next meeting. Please come to the AS Awards banquet. Le has been training with Morgan Burke who is the Business Director next year.

VP for Diversity

Deng de Duot reported that he survived the Skagit Bridge collapse. Steering went well; they thought it would be their last meeting, but they will be meeting next week. Guizar might be chairing this meeting. Duot is excited about this internship. TEDtalk is this Saturday, and he encouraged everyone to get tickets soon. They selected a recipient for the diversity achievement awards. Duot was nominated for the award, but he feels should not be awarded the scholarship. He thinks they should award this to others who have worked hard for their community. He has reviewed scholarship applications and will be meeting tomorrow to choose finalists.

VP for Governmental Affairs

Patrick Stickney reported that he and Glemaker went to DC to lobby. There were numerous big meetings with congressional representatives from Washington. The second day was a lot of agency meetings talking about things like Compass2Campus, the Border Policy Research Institute, and other programs. They had about 10-15 minutes with each representative they talked about student loan issues and the DREAM Act. It was well timed because there was a vote on the "Smarter" Solutions for Students Act, which would tie student loan interest rates to the market and it would not cap the interest rate, meaning students could pay 8% or higher interest rates on their loans. They were very concerned about this, and three of the four reps voted against the act. The planning committee of the City Council will be on campus to talk about Rental Safety and licensing. Many people have heard about this meeting; Rachel Cochran did amazing work on this issue. Glemaker and Savinski dittoed.

VP for Student Life

Katie Savinski reported that she had a meeting about creating a work study position that would help alleviate some of the work load on the Green Energy Fee Education Coordinator. They would help build workshops and figure out how to write grants. This will be highly beneficial as the GEF will be hugely expanded. She has been working with Robby Eckroth on committee appointments for next year. Men's Resiliency group is wrapping up and setting goals for next year; she is looking forward to participating on the committee as a regular student next year. Tomorrow the ASTAC master plan will be taken to Steve Swan to review. This will be taken to Bellingham city council in the summer or fall to see what they can do for students.

XII. OTHER BUSINESS

- A. Lip Dub is this weekend there are two opportunities for AS people to be involved. The Board will all be going together and will be wearing their shirts. Glemaker said NRHH hall of year award ceremony is tonight and the Board will be attending.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 7:13 P.M.