

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

Wednesday, July 17, 2013

VU 567

AS Board Officers: *Present:* Carly Roberts (President), Josie Ellison (VP Academics), Jarred Tyson (VP Activities), Hung Le (VP Bus Ops), Mayra Guizar (VP Diversity), Kaylee Galloway (VP Governmental Affairs) and Robby Eckroth (VP Student Life)

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

MOTIONS

ASB-13-SUM-1 Amend motion ASB-13-S-56 to allow for the purchase of 2 additional tablets within the same budget. *Passed*

Carly Roberts, AS President, called the meeting to order at 3:06 p.m.

I. APPROVAL OF MINUTES

II. REVISIONS TO THE AGENDA

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*

A. AS Assessment Tablets (10 minutes) Le Doc. 1

Last year AS Productions (ASP) asked Le to purchase tablets to fill out surveys at the end of the event. ASP checked out some tablets from ATUS to try and found that they were able to get more responses from participants. Tablet use also cut down on staff time because information was already electronic. An opportunity came up to purchase RTs at a very reduced rate. This request is to increase the amount of tablets purchased within the same budget. The VU has created a check-out system for the tablets so that they can be checked out for event evaluations. Roberts thinks that this is a good use of funds and a very thorough document. Eckroth thinks that it is great that Le found a way to increase the number of tablets for the same price. Ellison dittoed. Le brought it as an Action Item because it was seen as info/action by the last Board.

MOTION ASB-13-SUM-1 by Galloway

Amend motion ASB-13-S-56 to allow for the purchase of 2 additional tablets within the same budget.

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

VIII. INFORMATION ITEMS - Board*

A. AS Facilities & Services Charge & Charter (3 minutes) Le Doc. 2

Le is bringing six Charge & Charters today. Last year Facilities & Services piloted a project to prioritize the small purchases for VU Facilities. This helped VU Facilities choose which projects to fund within their budget. Tyson asked what previous process was. Le said that requests went directly to Greg McBride as they came up and he had to decide alone which to fund. Le likes that the new process has more student input. Le and Jim Schuster, advisor requested this be made permanent. Roberts addressed the Student Senator position. This year the Senate will not be meeting. Roberts feels that if they come to a committee that would dip below the desired membership with the lack of a Senator, they might decide to change it to an

at-large position. Majkut is not sure that the language is clear about what the prioritization actually means. Majkut said this committee falls in the operational category.

- B. AS Personnel Committee Charge & Charter (3 minutes) Le Doc. 3
The change to this document is specifying that the Vice President for Diversity is the Board Member. Previously a Board Member was chosen at the beginning of the year.
- C. AS Management Council Charge & Charter (3 minutes) Le Doc. 4
The Assessment staff is no longer a director level position and therefore does not need to serve on this committee. That person will still be invited if there is something relevant to their area.
- D. AS Business Committee Charge & Charter (3 minutes) Le Doc. 5
There is no change to this charge except the date.
- E. AS Budget Committee Charge & Charter (3 minutes) Le Doc. 6
There is no change to this charge except the date.
- F. AS Structure & Program Advisory Charge & Charter (3 minutes) Le Doc. 7
There is no change to this charge except the date.
- G. AS Board Awareness & Accessibility (15 minutes) Le Doc. 8
Le started working on this project last year because it was a personal goal. This Board also set a goal at Viqueen of being more visible. He tried a couple of things last year and came up with these ideas. He is hoping to outreach through print, video, publicity, signage for Board Meetings, and on the website (which will be established later). He is requesting a banner welcoming students for the beginning of the year from the AS Board and at the end of the year thanking the students for a great year. Financially the costs are for the banners and small posters. These are estimated costs based on Publicity Center rates. Monger believes that much of the costs can be covered through the Board Admin Budget. Le plans to create a Legacy Document at the end of the year with evaluations of these projects. Roberts would like to have a work session with the entities involved in the two weeks before classes begin. Galloway suggested coming up with a strategic timeline for AS Review Articles based on when large things would be happening for each position.

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

X. BOARD REPORTS

President

Carly Roberts reported that they are working on how to thank legislators for the new budget. The Board of Trustees will be meeting tomorrow to look at the university budget. Le will be filling in for Roberts as she leaves to attend the USSA Conference. This budget is extremely favorable to students in a way that was unexpected and a good step in the right direction for funding education. Western students don't want to only be a voice when something is wrong, but also want thank people when something is right. Roberts is meeting with people within the university to come up with the best way to thank them. She and Galloway will be drafting a letter to send to the Legislators it will be signed by Roberts, Galloway and last year's President and Vice President for Governmental Affairs to show continuity within the organization. She is also trying to get thank you post cards to have at Info Fair for students to personally thank legislators. Roberts is glad that everyone enjoyed the meeting about Summerstart and Transitions. She thinks that it is a really great opportunity to interact with students and tell them about the AS before they begin. She needs to have someone fill in for her on August 9th because she will be at the WSA Board Retreat. Roberts will be delegating the Transitions speeches to Tyson because he is a transfer student and she thinks his words will be impactful.

VP for Academic Affairs

Josie Ellison reported that during the summer her position primarily reviews past documents. She is excited about the Academic Integrity Task Force. They are reviewing the university policies on Appendix D of the Academic Honesty. They are trying to make the language student friendly and accessible. It is more based on creating integrity and being preventative instead of punishment. She is planning on meeting with the new Provost soon.

VP for Activities

Jarred Tyson reported that AS Productions is having their Summer Concert Series in the PAC. The Club Hub just got new furniture to help foster a good work environment for the two new employees that were added last year. This is the third year of the OrgSync pilot, they are reviewing successes, looking for improvements and evaluating the success of the software. Tyson has been talking with people about the amount of calendars that are currently available online. Tyson is also looking at recognition and funding policies for the club system. He has been looking at other university club systems for anything that would benefit Western.

VP for Business & Operations

Hung Le reported that Personnel Committee met today for the first time ever during the summer. There is a request to have the PC Photographer as an hourly position. Le has been granted permission to not attend all trainings because he is working on several projects with the Business Director and the Divestment Initiative. He is excited about the change to the AS fall training retreat which is one day at the EDGE and one day on campus.

VP for Diversity

Mayra Guizar reported that planning for the 23rd Annual ESC Conference is beginning. Instead of the traditional two day event, it will be three days from October 18-20th. She is excited to see what opportunities arise from adding a day. They are looking for people to help with planning. Guizar is working with Panelo to review the ESC Structure and Bylaws.

VP for Governmental Affairs

Kaylee Galloway reported that tomorrow 6 students from Western will be attending the United States Student Association Congress in New Jersey. Along with students from across the US they will create a national higher education Legislative Agenda. She has been working on the Local Liaison position. The Vote Coordinator has been hired and will be starting soon. August 1st the Washington Bus will be having a training on Vote Work from 12-6 p.m. Following that will be the first Western Votes meeting she encourages the Board to attend. Galloway is working on the Western Votes Contract to try to clarify the relationship with the AS. Galloway is excited about the new budget which freezes tuition rates for a guaranteed year and provides some additional funding for higher education. She thanked everyone involved in advocacy efforts last year, specifically Patrick Stickney-former VP for Gov, Ethan Glemaker-former AS President, and Ben Crowther- former Leg Liaison who did a great job advocating for students.

VP for Student Life

Robby Eckroth reported that after meeting with Leonard Jones, Director of University Residences (UR) he got an overview of what rolling this out would look like. UR is currently doing research about universities who no longer sell bottled water. There will be a task force that will review this information, they are still figuring out the makeup of this group. The end of the sale is predicted to begin around January. On his first day he was excited to sign off on a very large Green Energy Fee project to have solar panels that will heat the swimming pools.

XIII. OTHER BUSINESS

- A. Big Blue Bonus Book Raffle- Jessica Chong runner up Brad Fendberg
Every quarter in the Big Blue Bonus Book the AS allows people to enter a raffle for \$50 at the AS Bookstore. This is the drawing for spring because the due date was after commencement.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 3:48 P.M.