

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

Thursday, October 3, 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

Guest(s): Nate Panelo (Ethnic Student Center), Mallorie Estenson (Western Front)

MOTIONS

- ASB-13-F-1** Approve the minutes of August 14, 2013. *Passed*
- ASB-13-F-2** Approve the minutes of September 5, 2013. *Passed*
- ASB-13-F-3** Approve the minutes of September 17, 2013. *Passed*
- ASB-13-F-4** Approve (NTE) \$1,000 for the purchase 1 one (1) iPad mini and case with the remainder of the funds going to purchase iPod touches for the ESC from the AS Reserves (FFXRES) with the expectation that for fall quarter they are hosted in the ESC and reassessed by the start of winter quarter to see if that will continue. *Passed*
- ASB-13-F-5** Approve the AS Transportation Advisory Committee Charge & Charter. *Passed*
- ASB-13-F-6** Approve funds not to exceed \$1,300 as a one-time grant from the AS Reserves [FXXRES] for the purpose of Viking Lobby Day publicity, t-shirts, and thank you cards. *Passed*
- ASB-13-F-7** Approve Consent item A Committee Appointments with amendments as stated in the minutes [remove Sadie Normolye from the Alt Transportation Fee and add to ASTAC, remove Danny Edgel from GEF, postpone the appointment of Marmion to the Election Code Review Committee.] *Passed*

Carly Roberts, AS President, called the meeting to order at 6:15 p.m.

I. APPROVAL OF MINUTES

MOTION ASB-13-F-1 by Guizar

Approve the minutes of August 14, 2013.

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

MOTION ASB-13-F-2 by Eckroth

Approve the minutes of September 5, 2013.

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

MOTION ASB-13-F-3 by Roberts

Approve the minutes of September 17, 2013.

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

II. REVISIONS TO THE AGENDA

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

IV. INFORMATION ITEMS - Guests*

V. ACTION ITEMS - Guests*

A. ESC iPad Mini Request

(20 minutes) Guizar Doc. 1

Guizar spoke with Board members about their concerns and added some documents from Nate Panelo, ESC Coordinator to add clarity. Panelo asked the Board to go to the Student Voice Website on their phones and took the sample survey. Panelo used this example to show how difficult to take the survey this way instead of using the apple software to easily complete the survey. Online if you click next you can lose all of your information. Panelo said that since this product is tailored for student affairs it best meets the needs of the ESC. He spoke with students

who said that they would use the iPad Minis for many other things such as using the camera to record events, creating playlists of ethnic music, and taking pictures at events. Le was very hesitant on how to vote, but seeing the example made a stronger argument for getting the equipment. He supports innovation within the organization. Tyson dittoed. Eckroth is curious if they could use iTouchs instead because they could get more and have more students use them. Le thinks that you could buy more items if they ordered refurbished items. Le said that he is sure they could come up with a system through the front desk to check them out and give priority to the ESC. 4 dittoed. Panelo would like to house them in the ESC because they are making assessment a priority and would like to create more connections and collaboration with others in the AS. Roberts thinks they could do more work on the survey for example, if someone feels uncomfortable in the ESC, they should find out why. Majkut said that he likes the idea of a connection with the ESC and checking out the iPad might make a difference. He thinks that the ESC really needs assessment to know how to serve students better. Roberts said if the main goal is to get assessment then it would be more beneficial to have a fleet of iPods versus the iPad. If there are only two then there would be a line of people waiting to fill out the survey. She would like to suggest purchasing one iPad and then several refurbished iPods. Le still has concerns about the management of the checkout system. He is concerned about customization, etc. Panelo has been working with IT on this to find the best way to handle this, but they have been looking at locking the ability to download, etc. Le is concerned that it further perpetuates the idea that the ESC is really separate from the AS. Eckroth dittoed. Roberts said it took less than 3 minutes to do the sign-up at the VU Info Desk. She thinks that there is value in having accountability for devices and having them in an accessible place for the IT department to work on them. 3 dittoed. Eckroth checked out the tablets and it took 2 minutes. Galloway is worried about setting precedence for individual offices wanting to purchase these technologies. Eckroth dittoed. Panelo is concerned about the inconvenience of having to go upstairs for checkout, leading to assessment not being done. Majkut would like to up the request to \$1,000 if they will be purchasing additional items. Majkut encourages funding the project and housing in the ESC, then having them report back at the end of fall quarter. Le thinks that this is a good compromise and helps with his concerns about housing in the ESC. He is concerned too about precedence. Galloway thinks they should start upstairs. Majkut thinks that they are piloting usage out of the front desk and so they will have data from that. He is less concerned about the precedence issue because the reality is that once they are seen as great tools more people are going to start requesting them. It is ok if the technology furthers the needs of the organization. Le clarified that if this were added to New Equipment then it would be replaced every 3-5 years, he believes that it should just come out of reserves at this point.

MOTION ASB-13-F-4 by Le

Approve (NTE) \$1,000 for the purchase 1 one (1) iPad mini and case with the remainder of the funds going to purchase iPod touches for the ESC from the AS Reserves (FFXRES) with the expectation that for fall quarter they are hosted in the ESC and reassessed by the start of winter quarter to see if that will continue.

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

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

VII. ACTION ITEMS - Board*

A. AS Transportation Advisory Committee Charge & Charter *(5 minutes)* Eckroth Doc. 2
There are no new changes.

MOTION ASB-13-F-5 by Roberts

Approve the AS Transportation Advisory Committee Charge & Charter.

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

B. Viking Lobby Day Request *(5 minutes)* Galloway Doc. 3
There are no changes from the document last week. Majkut asked why it was changed from Operational Reserves. Le thinks that the definition of operational enhancement is service

delivery or covering personnel shortfalls. Roberts asked if that definition of Operational Enhancement was passed by Budget Committee. Le said it was not.

MOTION ASB-13-F-6 by Roberts

Approve funds not to exceed \$1,300 as a one-time grant from the AS Reserves [FXXRES] for the purpose of Viking Lobby Day publicity, t-shirts, and thank you cards.

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

VIII. INFORMATION ITEMS - Board*

- A. Student Tech Fee Charge & Charter (5 minutes) Ellison Doc. 4
Ellison said that Celis made a lot of changes last year and she doesn't feel anything else needed to be updated. Roberts gave Ellison kudos on her cover page.

- B. AS Ethnic Student Center President's Council CC (5 minutes) Guizar Doc. 5
Guizar didn't see any need to update the details of the charter and charter. Guizar thought about listing the clubs but realized that more clubs may be added in the future.

- C. Oregon Students of Color Conference Funding Request (20 minutes) Guizar Doc. 6
Guizar found out about this conference at the United States Student Association Conference from some students from Oregon. Also Majkut suggested attending. The conference is from Nov 15-17 she is asking for funding for three AS Employees to attend; also 3 ESC leaders' attendance will hopefully be funded through the diversity initiative fund. The travelers would be Guizar, Polly Woodbury, ESC Program Coordinator, and Ruta Nanivadekar, AS Personnel Assistant Director. She is asking for this by the Operational Enhancement because it would help with trainings and help those in administrative offices provide more services. The things that they learn will be included in legacy documents as a way to bring it back to the organization. The request pays for registration, hotel, travel, food during travel, etc. Unfortunately she forgot taxes, so the proposal for next week will be increased to accommodate that. She held reservations on her personal credit card to ensure that they have a place to stay. She already has the minivan on hold. Tyson went to the Students of Color Conference in Yakima and feels that this will be a benefit to the organization. Guizar is working on how to choose the students from the ESC that will travel. They are thinking of having an application process with essays about why they would like to attend and what they will bring back to Western. Galloway supports funding this. The Oregon Student Association has a very good reputation and this could help benefit the AS on many levels. Le liked the way that she explained the reasoning for using Operational Enhancement. The ESC provides a service and so the 3 people requesting funds are in the position to provide to enhanced services to students. 3 dittoed. Guizar thanked everyone who helped to make this happen Roberts, Le, Majkut, Panelo, Morgan Burke, Polly Woodbury and the VU Finance Office. Galloway complimented the thorough document.

IX. CONSENT ITEMS (subject to immediate action)

A. Committee Appointments

Graduate Council-

Aparna Kumar	Experimental Psychology	Graduate Student
Jonathan Kemp	Geography	Graduate Student
Blake Bishop	MBA	Graduate Student

AS Legislative Affairs Council

Heather Heffelmire	Political Science	Freshman
Nic Doherty	Economics	Senior
Theo Bickel	Political Science	Junior
Eileen Pollet	Political Science	Senior

AS Student Technology Fee

Graham Marmion	Economics/Minor in Energy Policy	Senior
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<u>AS Elections Code Review Committee</u>		
Graham Marmion	Economics/Minor in Energy Policy	Senior
<u>AS Alternative Transportation Fee Committee</u>		
Ellen Zocher	Biology	Sophomore
Sadie Normolye	Environmental Policy	Junior
<u>Academic Coordinating Commission</u>		
Nic Doherty	Economics	Senior
<u>Academic Technology Committee</u>		
Rachel Owen	Physics and Math	Junior
<u>Excellence in Teaching</u>		
Faline Jett	Interdisciplinary	Senior
<u>Academic Honesty Board</u>		
Faline Jett	Interdisciplinary	Senior
<u>Campus Dining Committee</u>		
Erik Hasstedt	Undecided	Sophomore
Riley Germanis	Math	Senior
<u>AS Bookstore Advisory Group</u>		
Anatasia George	Anthropology	Junior
<u>Senate Library Committee</u>		
Ruth Helman	English Literature	Junior
<u>Academic Honesty Board</u>		
Caylyn Rolph-Tate	Sociology	Senior
<u>AS Election Board</u>		
Caylyn Rolph-Tate	Sociology	Senior
<u>AS Green Energy Fee Committee</u>		
Danny Edgel	Politics/Philosophy/Economics	Sophomore

Roberts noticed names of a lot of AS Employees and hoped that people are reaching out to other areas to get more of a variety of students in these representative roles. She has no issue with anyone specifically. Eckroth clarified that Sadie Normoyle should be on ASTAC instead of Alt Transportation Fee committee. Majkut asked if Marmion, AS REP Associate Director was being appointed as a student at large. He thinks that it would be a little odd to have someone in at-large on a committee that he is responsible for under the purview of his position. Galloway decided to postpone that appointment.

MOTION ASB-13-F-7 by Galloway

Approve Consent item A Committee Appointments with amendments as stated in the minutes [remove Sadie Normolye from the Alt Transportation Fee and add to ASTAC, remove Danny Edgel from GEF, postpone the appointment of Marmion to the Election Code Review Committee.]

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

X. BOARD REPORTS

President

Carly Roberts reported that she got to speak at the Out of State Student Association dinner and encourages everyone to think of how the AS is meeting the needs of these students. She attended an Alumni Association meeting. They were very excited about the thank you letters to legislators. Eckroth and Roberts went to the WOOT BBQ. The program did a great job of showing the importance of WOOT and how it has effected and improved student's Western experience. People are encouraged to watch the videos. Roberts wrote an Op-Ed about Safety for the Western Front and welcoming everyone back to Western. She heard concerns about not including information about students having lights and reflectors on their bicycles.

VP for Academic Affairs

Josie Ellison reported that faculty committees have been meeting for the year. Committee on Undergraduate Education is looking at general education and the potential creation of a subcommittee to evaluate GUR's. Ellison mentioned to Faculty Senate this summer's efforts towards adding a question about inclusivity to faculty evaluations.

VP for Activities

Jarred Tyson reported that the Mock Rock Concert was a great event to help the VU security/staff get ready for students. Iron Man 3 had to be moved inside due to weather which cut down on attendance. There were 2,000 people last year and only 400 this year. VU Latenight was successful the concert was great. AS Production had their volunteer info night tonight and they extend their thanks for the funding for volunteers. AS Club Kickoff has been changed to a three day event that started yesterday. They got to use the tablets for sign in and assessment and they thanked the Board for these tools.

VP for Business & Operations

Hung Le gave kudos to the AS Personnel Office, fall training planning committee and Nidia Hernandez for all of their work on AS training. Kudos also to Cindy Monger, Brandi Ball and Sara Richards who did a great job on the AS Info Fair with a rather difficult weather situation. There were many dittoes for both kudos. Management Council is beginning Tuesday and they will be focusing on internal communication and updating each other. They will also do a review of fall training. Assessment held a meeting with the offices involved this year. There is now an Assessment Center with all of the information offices will need. The Western Outdoor Orientation Trips is working on where the program will live after this year. They will be getting feedback from Facilities & Services. They had a Divestment meeting with a representative from Morgan Stanley, a company Western has invested through.

VP for Diversity

Mayra Guizar reported that she attended the Mayor's Neighborhood Advisory Committee and it was interesting to see the neighborhoods represented. She is going through TEM travel training tomorrow. The 23rd annual ESC Conference is October 18-20. There is a waitlist now because registration is currently full. Next week she will be holding her first committee meetings. ESC Building Unity is this weekend.

VP for Governmental Affairs

Kaylee Galloway reported that the Voter Registration drive has been amazing there are over 2,600 students registered to vote, this might be the record for the entire state of WA. The WA bus can only think of one event that got more registration in one day (725 at move-in day). The only other event was Hempfest. Kudos to Caylyn Rolph-Tate, Marmion, the Vote Staff and the Representation & Engagement Programs Office. 2 dittoed. She is in the process of hiring the Local liaison. She is starting to implement issue choosing process at the campus and state level. She encouraged people to start thinking about issues they would like to be included on the Legislative Agenda. Western Votes is planning Get Out the Vote and are looking for volunteers.

VP for Student Life

Robby Eckroth reported that Two weeks ago the Alternative Transportation Fee committee voted to purchase a cutaway shuttle with the understanding that we would start with an offer of \$20,000 and stop at \$24,000. Kay McMurren, the Student Transportation Program Support Supervisor, was able to negotiate a deal for \$23,500. McMurren did great work on this. At the next Alternative Transportation Fee committee meeting we will be discussing the expansion of the late night shuttle routes. He also wrote an Op-Ed about water bottle use for the next Western Front.

XIII. OTHER BUSINESS

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 7:36 P.M.