

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

Friday, December 6, 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):** Lisa Rosenberg, Assistant Director of Student Activities

**Guest(s):** AS Women's Center: Emily Hanna, Sara Wonzniak; Nidia Hernandez, AS Personnel; Graham Marmian, AS Representation & Engagement Programs; Jamie Hoover, AS Communications Office; Theo Bickel, AS Legislative Affairs Council.

**MOTIONS**

**ASB-13-F-39** Approve the minutes of November 22, 2013. *Passed*

**ASB-13-F-40** Approve Elect Her as a gender-targeted event. *Passed*

**ASB-13-F-41** Approve Consent Item A- Committee Appointments. *Passed*

**Carly Roberts, AS President, called the meeting to order at 3:22 p.m.**

**I. APPROVAL OF MINUTES**

*MOTION ASB-13-F-39 by Ellison*

Approve the minutes of November 22, 2013.

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

**II. REVISIONS TO THE AGENDA-** Info Item E- strike the proposed motion. The Board is just approving the concept, they may not need any funding and if they do it will be requested later.

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

**V. ACTION ITEMS - Guests\***

A. Elect Her gender-targeted Event

*(15 minutes)* Galloway Doc. 1

There are no changes to this document.

*MOTION ASB-13-F-40 by Le*

Approve Elect Her as a gender-targeted event.

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

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

A. Women's Health Night gender-targeted event                      *(15 minutes)* Guizar Doc. 2

Women's Center employees Emily Hanna and Sara Wonzniak presented this proposal.

Women's Late Night has happened for a few years at the Rec Center and is a time where only people with a marginalized gender identity can work out in a safe, inclusive, and body positive place. The expansion to Women's Health Night will include mental health, self-care and disability awareness. They are cosponsoring with the Disability Outreach Center. Robby Eckroth, AS VP for Student Life thinks it is a great idea to expand this. 3 dittoed. Mayra Guizar, AS VP for Diversity said this is a strong proposal. This will be an Action Item next week.

B. AS State Legislative Agenda

*(15 minutes)* Galloway Doc. 3

Kaylee Galloway, AS VP for Governmental Affairs said this Agenda has been crafted over the quarter, proposals were submitted and Legislative Affairs Council (LAC) chose these 3 as the priority items. The Agenda has also been discussed at two AS Board Work Sessions. Kudos to Galloway from many Board Members on her hard work. Carly Roberts, AS President said that when she was writing the letter, she found that these three priorities fit under the umbrella of building the future. Galloway brought some suggested changes to the letter. She would like to

change the priorities to match the order of those suggested by LAC. She really likes the idea of building the future as a theme. Galloway likes the length of the letter and the thoughts in it. Changes to the letter will be reflected in the next meeting. Galloway is hesitant to have letters written to specific people because students should just be able to hand out the agendas without needing to make sure the names match. Thank you letters to legislators will be specific. This will be an Action Item next week.

D. Western Students Give Back Job Description

(20 minutes) Roberts Doc. 5

Carly Roberts, AS President said that this proposal has had a quick turnaround, but the process and research has been thorough. Roberts feels that this is needed as she is unable to sustain the workload of trying to coordinate the community response efforts. She feels that the students deserve more than she can give at this point and she looked through the existing personnel and there is no one who can take on these duties. Roberts encouraged Board Members to bring a proposed person for appointment to the next meeting. Roberts will produce a template for these proposals. Nidia Hernandez, AS Personnel Director said that due to the last Personnel meeting occurring already, she is comfortable with this process. The Personnel Office has looked over the job description, and because there was a similar job description passed by the Board in the past and it followed the guidelines they were comfortable with it. Roberts would like to add under AS responsibilities "Attending trainings at discretion of AS President in consultation with the Personnel Director". Graham Marmion would like this to be advertised. Roberts said that at this point the position does need to be someone that has some knowledge of the AS. She has full confidence that they will produce a process that is fair and respects equal access. Robby Eckroth, AS VP for Student Life feels that this has already been too long in waiting, and the community is demanding a response. Roberts didn't know that this was possible until a week and a half ago, or she would have brought it earlier. It was very clear after a meeting with the Whatcom Volunteer Center that the amount of work to be done is far more than the AS President can accomplish alone. Roberts said that they will be scheduling with existing work stations in the Board Office for the position's office hours. Kaylee Galloway, AS VP for Governmental Affairs asked what role this position would have between finals week and the beginning of classes. Roberts will be sustaining this role over winter break and the position would start in January. Galloway asked why they couldn't just wait until the first day of classes. Roberts feels that students are not on campus during that time would not provide any more transparency. Galloway asked why the position is allocated to work 10-12 hours. Roberts didn't feel that it was appropriate to create a salaried position. She thinks that up to 12 hours will be sufficient. When the Tsunami person was hired the Operating Enhancement Fund was also much larger, so they were able to request more hours. Galloway wondered if there were specific examples of duties for the position. Roberts said in the week following the riot a meeting was held bringing together the Center for Service Learning, Circle K Club, Residence Hall Association, etc. She would like to see this group meeting again throughout the Winter. The Personnel Office has been asked to do a day of service, but they can't really do this this year with the existing trainings that are already planned. But there could be a day of service for club members and AS employees. Rosenberg felt that a couple of extra bullets with a little more detail might help with clarity. She thinks they could add something like running campaigns and fundraising efforts. Roberts wants to keep it broad in order to leave it open to what arises. Hung Le, AS VP for Business & Operations would like to push back the appointment and wondered if it would be detrimental to do so. Roberts said it would be detrimental to push it back because things need to start being planned at the beginning of the quarter. Currently there are a disproportionate number of events during the last two weeks of the quarter. She would like to keep the term of position winter quarter with the option to extend if needed; this was done with the Tsunami Disaster Relief position. Le isn't comfortable voting on a short timeline. Galloway dittoed. Le is concerned about people having focus on this due to finals. Eckroth feels that if they can't think about it then they should not have a

Board meeting at all during finals week. Roberts said that she came up with an estimated number of hours that would set the position up for success. It is a little less time than she has been spending per week. She feels the AS needs someone to be dedicated to this project so that they are able to explore additional options. Galloway would like to add more detail so that people know what they are getting into. It might be good to add things to the preferred qualifications such as if fundraising is a goal then it should be added. Eckroth feels that there are a lot of ideas floating around such as AS offices doing a service related event. Eckroth thinks that they shouldn't be specific because they don't know where this will go. Hernandez said these preferred qualifications are general, but extras don't necessarily fit in to this section. Galloway said they are investing \$1,200 into this position as a direct response to the riot. She doesn't feel it is specific enough for a lay person to understand. Roberts said that the original title was the Riot Response Coordinator and this was misleading because it sounds like an on the ground position responding to the incident itself. Jarred Tyson, AS VP for Activities wondered if this could come up with a better name for future reference. Eckroth said that they could add riot into the job description. The board will enter executive session while discussing the appointment and come out to vote on the appointment. Marmion asked if someone was interested in this who would be a good contact person. Roberts said that people could contact her about any interest in the position, but any Board member may sponsor a candidate. Roberts would like to hear about the proposals before the meeting to ensure that there aren't duplicates. Please submit to Roberts by Tuesday by 4 p.m. Roberts said that appointments are different than hiring and that is why they might be uncomfortable, but this is following procedure and precedence. Roberts said that while this is a compacted process, she wants to make sure that it is thorough. She is concerned about adding details because if they require event planning and there are no events then that becomes an issue. She would like to keep it general so that what is needed can happen. Galloway wonders if they should add the word assistant. She thinks this could be a great professional development opportunity.

- C. Rental Safety Resolution & Proposal (15 minutes) Galloway, Eckroth, Roberts Doc. 4
- These are two separate documents being presented together. The resolution will be presented at the first meeting in January. The proposal may be discussed next week. Kaylee Galloway, AS VP for Governmental Affairs said this is one proposal for the AS Legislative Local Agenda. This has been fully developed and is timely. Theo Bickel from Legislative Affairs Council has been working very hard on this proposal and is the lead author. Bickel would like to make a positive impact at Western. About three quarters of Western Students live off campus. Many homes violate the International Housing Code. In order for students to have safe renting experiences, he feels that Bellingham needs to implement new ordinances for the registration of all landlords in the city and inspections of each unit. This would remove substandard units from the market and protect tenants in the future. There is legal precedence in Pasco, Pullman and Seattle. He has emphasized that many of the homes in Bellingham need more inspections. Hung Le, AS VP for Business & Operations asked if requiring these things would increase the cost of living for Western Students. Bickel said that in other cities it increased the cost of living for the first year. The registration fees would be about \$35-40. The evidence shows that the cost of living does not increase and benefits are huge. For students who find themselves in legal situation the cost is greater, for the city to do education programs is greater and for landlords to do last minute dire repairs to the building the cost is more. In the long term it is actually cheaper. Galloway said the proposal's purpose is to provide a framework for the AS Local Liaison to speak on behalf of students with city members and officials. The extended proposal helps with knowledge and ideas to help with a campaign. Josie Ellison, AS VP for Academic Affairs thinks that it is supported by the students. She thinks it is important to have support from the Board for this because now the AS Local Liaison can't officially speak for students, since he is hired and not elected. Roberts said that there is an article in the Western Front about students who were displaced from their rental because it had over 10 times the legal level for methamphetamine residue. There were many processes that they had to

follow to even get an inspection and were suffering health problems because of it. Issues like this happen consistently for Western students and other members of the Bellingham community.

Rental Resolution- Robby Eckroth, AS VP for Student Life said that in June 2009 the Board passed a resolution. The document is now out of date and doesn't allow for the kind of action they would like to take. This resolution would allow people to take action and use the resolution as a guiding document. Roberts thinks they should give a lot of attention to this and ensure that this is the document they want it to be. Galloway said that they will revisit this as an Action Item at the first meeting of winter quarter. She would like the Board to think about what role this will play in their greater campaign. Roberts would like to have the non-track changes version. She suggested connecting the third and fifth "where as" clauses to read "Whereas Western Students are being harmed by living in rental properties that are in violation of ..." Roberts would like to clarify what they mean by "currently not enforced" she would like to clarify what this means. Eckroth feels that the city recognizes there is not enforcement including the council members and the mayor's representative. Galloway said the state has the authority to inspect, they just do not inspect. Bickel said that other cities that have implemented this and there was a 2010 Senate Bill that allowed city registration programs. Currently renters have to go through the existing complaint based system. There is a permit center within the city of Bellingham where students can register complaints and then they will give an inspection. Then the inspector gives data to the tenant who can make a claim in small claims court. The amount of pressure it puts on the tenant is the big problem there. The proposal is not trying to change the laws, it is changing the enforcement policy. Instead of the tenet being responsible, the landlords will be. This is a proactive approach instead of a reactive one. Roberts would like to break out the section that speaks of the undue burden and other that talks about precedence of it being legal to register in WA. Roberts thinks that the next whereas should move towards, "Whereas existing codes and laws are not accessible to lay people". Galloway feels that they should see the proposal on Wednesday as the AS Local Liaison will be scheduling meetings the first week back. The mayor will be releasing her own rental safety proposal, as well as councilmember Jack Weiss. The more time they have to meet before these items are released, the better. The proposal shall be seen as an Action Item next week

*The Board took a break at 4:20 p.m. and reconvened at 4:27 p.m.*

- E. AS Communications Office Campaign Proposal (15 minutes) Roberts Doc. 6  
 Carly Roberts, AS President said that they will not be discussing financial allocations. She brought this proposal because this level of campaign is unprecedented. Josie Ellison, AS VP for Academic Affairs thinks that this has a good presentation and gave kudos to Mason Luvera and Charmaine Riley. Kaylee Galloway, AS VP for Governmental Affairs said that one thing stuck out to her. The question, if the AS represents 15,000 students, why don't they hear from them more often? She thinks this might partially be increasing brand awareness etc. but feels that there might be more to discuss in this area. Hung Le, AS VP for Business & Operations said that social media use has increased and he feels it is effective. Roberts really likes the AS is You part of the campaign. Robby Eckroth, AS VP for Student Life thinks that the part that is missing is explaining what it means to be part of the AS. Roberts said that there has not been a coordinated publicity campaign on this scale for the AS in a long time. She is proud of the Communications Office for putting this together. Roberts isn't sure that this needs to be an action item, she just brought it to get feedback from the Board which she will take back to the Communications Office. Rosenberg doesn't feel that disenfranchised is the correct word that they were looking for. Roberts explained that currently it looks like they will be able to cover the funding out of the communication offices funds.

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

## **VII. ACTION ITEMS - Board\***

## **VIII. INFORMATION ITEMS - Board\***

A. Viking Lobby Day Budget Readjustment (15 minutes) Galloway Doc. 7  
 Kaylee Galloway, AS VP for Governmental Affairs said that being under budgeted for Viking Lobby Day has been on her radar for a while, but they needed to establish contracts with groups to come up with real numbers to establish need. Lobby Day was under budgeted partially because the budget was approved for less than was proposed, but also because they have increased the number of students which attended. The Board goal was to get 100 students currently they are at 110 students. She thanked Cindy Monger, AS Board Program Assistant for crunching numbers and finding historical information. She gave Kudos to Amy Kleitsch for her work in finding the hotels, getting numbers for catering, etc. The Board gave kudos to Galloway for her work and for getting students engaged. Roberts thinks this is well put together and well-reasoned. Hung Le, AS VP for Business & Operations would like this to be a grant from the reserves. Le said the program did get a large increase just not the amount that was proposed. Carly Roberts, AS President said that they should use the funding that is already allocated in Operating Enhancement for this year instead of dipping into Reserves. Roberts said that the way she interprets Operating Enhancement policy, this proposal fits squarely within the current policy. She feels it is irresponsible to dip into reserves for something that already has a place within the AS Operational budget. Le said that he has been unable to bring his proposed revisions to the Operating Enhancement Policy. Monger will put together a list of what the funding has been used for historically for Operating Enhancement. Galloway said that catering came out a lot more expensive and she will bring the new numbers next week but anticipates the request may be for \$5,000. Roberts thinks that they should fund as many people to go as possible, and that in this they are being fiscally responsible. Galloway said at this point the trip is \$15 less expensive per person this year for students to attend.

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

A. Committee Appointments

Student Trustee Selection Committee

Jared Laird	Marketing	Sophomore
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Zach Dugovich	Political Science	Senior
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University Judicial Appeals Board

Daniel Thal	Sociology	Senior
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Samantha Goldblatt	Geology	Sophomore
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Teacher Curricula and Certification Council

Chad Sage	Special Education	Senior
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Services and Activities Fee Committee

Carly Roberts	Political Science	Senior
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WTA Community Transportation Advisory Group

Joe Harrison	Vehicle Research Institute	Freshman
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Galloway asked how to handle graduating committee members. Roberts said they can just add an \* about who is no longer serving on committees.

*MOTION ASB-13-F-41 by Le*

Approve Consent Item A- Committee Appointments.

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

**X. BOARD REPORTS**

**President**

Carly Roberts gave kudos to Yuliya Rybalka and the Personnel Office for the recognition program for employees. 5 dittoes. They did a great job and she is a bright and motivated individual who makes a big difference in the AS. Kudos to the Election Code Review

Committee. They have done some serious work. Kudos to Max Zentner who has taken up the mantle of doing the Sustainable Office Certification coordinator. She will be presenting the AS Legislative Agenda at the Board of Trustees Meeting on December 13<sup>th</sup>. She will be including the WSA Agenda. Let her know if there are more suggestions. The Mobile apps discussion has kicked back up and they are looking at open source software to customize an app. They are looking at rolling it out Winter Quarter to test groups and she thinks this body would be a good group to use.

### **VP for Academic Affairs**

Josie Ellison reported that Western Study on General Education had their first meeting where they discussed history of GUR reform and what they would like a chair to look like. The Committee on Undergraduate Education (CUE) approved the removal of the 710 SAT/28 ACT score exemption for the English 101; it is not official yet as it has to go through Academic Coordinating Commission (ACC) and the Faculty Senate as well, but it is in the process. She feels it is disadvantage to students. The A Comm block is filled only by English 101. If students come in with an AP score of 4 or 5 on either AP English test they are still exempt from taking English 101. CUE committee members they don't believe that SAT 710/ACT 28 scores show that the student is competent enough to not take this course. Ellison mentioned that removing this exemption disproportionately affects students who don't have access to running start, AP classes, etc. Galloway took English 101 at Bellevue Community College, Guizar, Ellison, Roberts, and Le fulfilled the requirement through AP credit, Eckroth took English 101 at Western, but didn't feel a benefit, and Tyson's SAT scores fulfilled the requirements. Theo Bickle asked if they are increasing the SAT/Act score requirements, or just removing it. Ellison said that it will be the complete removal. She suggested raising the score requirements instead or using the just the writing scores. Galloway said that there is a benefit to taking English 101 but only if the class is going to enhance students' education. Galloway suggested taking an English assessment test. Carmen Werder said that they don't like timed tests being the determining factor. Eckroth said that he didn't put a lot into English 101 but also didn't find it challenging. Galloway said that a lot of students when people get into the upper level writing classes they feel the need to teach how to write. Ellison mentioned it is coming at an odd time because of the potential GUR reform. Ellison thinks that Galloway could speak to the GUR reform group but that there is no standardization of the writing proficiency course across campuses so her experiences at a different college may be different than those here. Eckroth stated that when he entered his major, he had a major specific writing class to help him write in the manner that they desired and he questioned whether every major should have one. Ellison stated that the faculty unanimously voted in a second course that would have been a program specific writing course for each department, but it was never enacted because of funding resources. She suggested keeping exemptions for English 101 and add in the second course. Less students are now signing up for English 101 because of the exemptions and the English department wants seats filled. Roberts mentioned passing a resolution as a way to gauge opposition to these actions. Student Technology Fee (STF) had their first meeting today. They will be looking at student abstracts in January, due to Ellison by January 10th.

### **VP for Activities**

Jarred Tyson reported that the VU Gallery is having a showing "Right Here Right Now" which showcases Western's undergraduate student's fine arts work. ASP Pop tickets have opened for Wash Out which will be a big show. Applications have opened for the Viking Con planning committee if people are interested. The Club Hub is announcing winners for Biolife donated plasma. Whichever club donates the most plasma gets \$1,000 to their club account. The Athletic Director Search Committee may have a reception for the candidates when they select them. June 1<sup>st</sup> is the anticipated hire date. Club Recognition Revamp Committee met to discuss how the current club recognition policy needs a lot of work as it is outdated. Casey Hayden will

conduct a survey to other colleges involved in Association of College Unions International (ACUI). Activities Council recognized three clubs and realized that the travel policy is outdated and they will make edits to it.

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

Hung Le reported that is hoping to bring the revised AS Salary Determination Policy to the Board next week.

#### **VP for Diversity**

Mayra Guizar reported that she met with the Equal Opportunities Office on Wednesday to talk about the inclusivity question on the course evaluation. The Disability Outreach Center had their disability etiquette event yesterday and believes it went well. Kudos to Cristina Rodriguez for putting it on, especially during Dead Week. Rodriguez is working on moving into the Business Office's current location. Guizar just sent an email to see if Rodriguez needs any help moving her stuff. Women's Center is ordering merchandise for Vagina Memoirs. The Ethnic Student Center (ESC) is currently doing a donation drive for migrant families. Tonight is the ESC brown elephant gift exchange game.

#### **VP for Governmental Affairs**

Kaylee Galloway reported that the things she has been working on is in the Legislative Agenda. She is working on Elect Her and encouraging increased attendance. There will be a Washington Student Association Board Meeting at Western on December 14<sup>th</sup>. They are hoping for 45-50 students in attendance. Kudos to everyone involved in registering for Lobby Day; Western Votes for tabling, the PC for designing great designs, Roberts for working on the email, members who have given class-wraps and handbills, KUDOS TO AMY KLEITSCH for helping in every step of the way. Many dittoes. She could write an ACE every day and it still wouldn't be enough. Thanks go Cindy Monger for help and support.

#### **VP for Student Life**

Robby Eckroth reported that the Green Energy Fee Committee (GEF) met today and passed a small grant to get a hydroponic aquarium. They discussed three other large projects that will be reviewed early next year; bike fix-it stations, washing machines with eco-friendly type of detergent for the residents halls and new lighting for the performance hall in the Performing Arts Center.

### **XIII. OTHER BUSINESS**

- A. Big Blue Bonus Book \$50 Bookstore Gift Certificate raffle winner Emma Hutchinson, 1<sup>st</sup> runner-up Ben Kincade, 2<sup>nd</sup> runner-up Diane Rydberg.
- B. Documents will be due on Monday at 4 p.m. for meeting on Wednesday, December 11<sup>th</sup>.
- C. Deadline is 4pm Tuesday, December 10<sup>th</sup> for appointment proposals.

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 5:17 P.M.**