

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

Wednesday, March 19, 2014

4:00 p.m.

VU 567

AS Board Officers: *Present:* Carly Roberts (President), Josie Ellison (VP Academics), Jarred Tyson (VP Activities), 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): Emily Hanna, Casey Hayden, Johnathan Mayfield, Katrina Haffner, Clayton Schleg

MOTIONS

- ASB-14-W-78** Approve the move of the Recycle Center Education Coordinator from the AS Employment System. *Passed*
- ASB-14-W-79** Move Take Back to Night to an immediate Action Item. *Passed*
- ASB-14-W-80** Approve Take Back the Night as a targeted event. *Passed*
- ASB-14-W-81** Move the funding for Back to Bellingham event to an immediate Action Item. *Passed*
- ASB-14-W-82** Approve a one-time allocation of \$4,650 from the AS Discretionary Reserves for the Back to Bellingham Low Ropes Elements. *Passed*
- ASB-14-W-83** Approve the 2014 AS Federal Agenda. *Passed*
- ASB-14-W-84** Approve Cannabis Initiative language, "Shall the Associated Students of Western Washington University urge the AS Board of Directors to incorporate into their state and federal legislative agendas support for policies and legislation that aid sustainable farming, production, processing, and sale of the Cannabis plant, as well as goods made from Cannabis, for both personal and industrial use?" *Passed*
- ASB-14-W-85** Move NCCWSL Conference to an immediate Action Item. *Passed*
- ASB-14-W-86** Approve \$950 underwrite from AS Operational Enhancement [FXXENH] for Morgan Burke to attend NCCWSL Conference. *Passed*

Carly Roberts, AS President, called the meeting to order at 4:03 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. Recycle Center Education Coordinator (10 minutes) Doc. 1 Burke
Morgan Burke reviewed that the Recycle Center is moving to the facilities section of the Viking Union. There will be no fiscal implications.

MOTION ASB-14-W-78 by Galloway

Approve the move of the Recycle Center Education Coordinator from the AS Employment System.

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

- IV. INFORMATION ITEMS - Guests***

C. Take Back the Night (10 minutes) Doc. 5 Guizar
Emily Hanna explained that Take Back the Night is a targeted event to ensure the march for survivors is as safe a space as possible. It has been approved in past years and she would like for that to continue. Robby Eckroth stated that he participated in the ally spacelast year and would like to know if that portion will be continuing this year. Hanna stated that it will. There will be a section for everyone to participate in. Kaylee Galloway noted that Management Council has funded a speaker. She would like to know about the speaker and proposes the item be moved to an action item as it is a well-known event that has been effective in the past. Hanna stated that the speaker is a Jamaican-Chinese queer identified poet. She is a big name

and they thought that bringing her would provide a lot of interest for this event. Galloway stated that she would like to Board to think about precedent events for the future as it may make sense to just make them Action Items from the start. Roberts stated that Management Council is working to implement new program standards that would address this issue. That policy is being worked on right now. Secondly, it is important that the process exists because targeting events are limiting access to services provided by funds from all students.

MOTION ASB-14-W-79 by Guizar

Move Take Back to Night to an immediate Action Item.

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

MOTION ASB-14-W-80 by Roberts

Approve Take Back the Night as a gender targeted program.

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

D. Student Senate Referendum (10 minutes) Doc. 6 Roberts

Roberts stated that there are four options for the Senate: One, go back to the way it was before it was suspended last year. Two, run a referendum that eliminates the Student Senate from the bylaws. Three, run a late referendum that eliminated Student Senate but established something else. Fourth option is to re-suspend the Student Senate. Eckroth stated that he is in support of the second option. From what he understands, there isn't currently a need for the Student Senate. If that changes, students will call for a new Senate. Two dittos. Roberts stated that they wanted to explore all options for due process. Guizar stated that she would not like to move on the fourth option because she feels that this Board should address this issue. Galloway is not in favor of option number three as a late referendum would put a lot of extra work on the AS Elections Coordinator. She would advocate for the second option at this point in time. If they feel that there is a need for something else, they should ensure the Board understand what the need is. Roberts stated that the second option will be pursued as most members of the Board are in support of it. Ellison asked what will happen if the referenda doesn't receive an affirmative vote of the student body. Roberts stated that if that happened they will address it when it occurs.

B. VU Gallery proposal (10 minutes) Doc. 4 Tyson

Jarred Tyson introduced Casey Hayden, Student Activities Advisor. Hayden stated that this proposal came about through the Art Department contacting the VU Gallery Director, Caitlyn Scott. In the fall the Art Department is hosting conference and are hoping to have Jess Dugan as the keynote speaker. They thought that it would be great to have an exhibition of her work, but there is no process for funding across fiscal years. This will help her fully commit to the keynote presentation. They would like to commit to the exhibition. This is not asking for additional funds, but it is assuming the budget will not get drastically cut. If need be, they will move money from the catering line item to the speaker fee item. They are just asking for permission to commit to this for the next Fall. It would help build notoriety and get good press. The art is positive in Hayden's opinion. It is through a unique individual's lens rather than representing the trans experience for everyone. Members viewed examples of the art. Burke asked what criteria they will be using to select which pieces of art will be used. Hayden stated, that the Gallery Director would work with the artist, and the art department. It will be a collaborative project. Galloway asked for clarification for the \$2,500 monetary request. Hayden stated that the hope is that it would not use the full amount. The intent is to use it to pay for the shipping of the art. Other groups they are collaborating with will be covering the other expenses. Galloway stated that she is concerned about making a decision on the behalf of next year's VU Gallery Director without them being hired yet. She believes that those who hold that position should have the freedom to express themselves in their position and that allocating funding would potentially prevent this. Burke clarified that the money would be a reallocation and the budget authority

gets to make the decision of reallocations. She then added that she believes that this is a good opportunity for collaboration. 3 dittos. She is concerned about setting a precedence for pre-approving items. Mayra Guizar asked if the pre-approval of funds has been done before. Hayden stated that this differs from what has been done in the past as it is merely earmarking the funds. It is not adding funds. He thinks this could potentially be trend setting. AS Pop could start proposing events in the future. He believes the bigger better opportunities need more advanced planning. This might be a good pilot to see how it goes and the process can be ironed out in the future. Roberts believes the questions being asked are good, but that it is not unprecedented to have required events for various coordinators. The new part is it being a one-time event. The opportunity to make ties outside the AS is an important aspect to think about with this proposal as it does not happen as often as she would like. She sees a need for some policy to be put in place. She has inherited events in previous work experiences and feels the focus should be on students. Eckroth dittos. Galloway asked what the caliber of the artist is and what kind of foot traffic should be expected. Hayden stated that this artist is top tier and this level of notoriety has rarely been brought into the VU Gallery. He believes this will be one of the strongest shows the Gallery has seen in years. It has the potential to be the most well attended show of the year. There is the potential for more than 200 to attend. Galloway asked how the cost compares to others. Hayden stated that the shipping is expensive because they use specific art handling companies that use the best methods to handle the art. It is a different type of cost, which means it is like comparing apples to oranges. Roberts clarified that this would be approving how the funds will be used next year. Burke asked how many exhibitions occur each year. Hayden stated that approximately 9 occur each year. Galloway stated that because this will lock up 35% of the budget, she is not comfortable leaving only 65% of the funds for 8 following events. Burke stated that there are many avenues to acquire funds if the coordinator runs into funding issues. Roberts stated that for her it is clear that this event is high quality and that the goal of the AS should focus on providing high quality events to students. Burke Dittoed. She doesn't think that using this amount of funds will not hinder next year's coordinator's ability to do their job. She added that there is a lot of flexibility in the allocation of funds. Galloway asked if it is possible to do zero based budgeting with this type of earmarked funding. Burke stated that they could budget with the predetermined amount in mind. Hayden stated that very rarely is there a need for large amounts of funds for gallery showings.

The Board took a break and reconvened at 5:07 p.m.

- A. Back to Bellingham Low Ropes Elements (10 minutes) Doc. 3 Burke
- Burke stated that this proposal would be for a one-time allocation grant that would bring in potential revenue once implemented through the Outdoor Center Challenge Course. The facilitators would be paid by the fees participants pay to participate in the low ropes program. Jonny Mayfield, AS Challenge Course Coordinator stated that this would allow for campus-wide inclusion and program visibility. The Whale Watch has an adaptation through working with the Disabilities Coordinator. It will be completely ADA compliant. Mayfield explained that the Whale Watch is based in traditional challenge course programming. The max angle of the Whale Watch is less than an ADA ramp. There will be ramping around the edges to ensure a physical barrier exists. This would be portable, so that it can be stored and then brought out. It could be used indoors, which is a nice benefit, considering the climate of Bellingham. The second element involves the common college sport of slack lining. There can be an issue regarding trees however, as they can damage trees, and require trees to exist. But this equipment could be set up on any lawn or space. These elements were selected for the balance of traditional programming and flash to draw the student at large. Back to Bellingham has been chosen to release these elements because the AS has a history of being minimally involved with it. It is a great opportunity to reach out to those who don't know about the AS or the Outdoor Center. Both elements are designed to carry on for years. Tyson asked if there is any other AS offices in the Back 2 Bellingham planning committee. Mayfield has stated that the committee is

based upon those who have interest. The AS Club Coordinator will sit on the committee next quarter. Eckroth said that students have expressed a desire to see events with the whole campus involved. 6 dittos. Roberts stated that the funding coming from the reserves is a good idea. Burke said the slack line will need to be replaced according to safety standards. Mayfield stated that there are some local vendors who will construct the elements as well as Jeff Davis, the caretaker of the Lakewood elements. Burke would like to see an assessment aspect after this is used and to see a yearly check to see if this was a good use of funds. Roberts asked what the timeline is for the custom fabrication. Mayfield stated that it is within time for the event. He does not have a specific date that it will be completed. Roberts asked if the order could be placed before spring break were this to be moved to an action item. Mayfield stated that it could. Roberts proposed that the funds be rounded up to \$4,650 to provide wiggle room. Kudos to Cristina Rodriguez for her collaboration on this event. Unanimous dittos.

MOTION ASB-14-W-81 by Guizar

Move the funding for Back to Bellingham event to an immediate Action Item.

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

MOTION ASB-14-W-82 by Roberts

Approve a one-time allocation of \$4,650 from the AS Discretionary Reserves for the Back to Bellingham Low Ropes Elements.

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

VII. ACTION ITEMS - Board*

A. AS Board Job Descriptions

(25 minutes)

Doc. 7 Roberts

Ellison would like the language for her position to read "beginning to plan the AS committee orientation with the AS Committee Coordinator." Roberts asked for approval of the concept that the AS President and AS VP for Governmental Affairs should be compensated for the travel time they use. She added that there is something called travel status that salary is based on while traveling. During the time that they are driving they go into a special status where they have insurance. She will be working with relevant staff people to make sure this is done in a way that is legal and equitable. Rosenberg asked if the intent is for the salary to be increased. Roberts stated that the intention is to approve the spirit of it, but they are unsure if it is legal, which is why they will be approving the spirit. Roberts stated that they need to determine optional versus required travel, such as the Washington Student Association meetings being required by the job descriptions. The reason there is two weeks added to the term of position for the AS President is that there is more required travel. Roberts said oversight of the Communications Office has been move to VP for Business and Operations so all administrative offices are in one house. Galloway stated that she did not think there was a consensus on the Federal Lobby Trip budget being under the AS President. She feels it is clearly under the job description of the VP for Governmental Affairs to plan the trip, and therefore, the position should be the budget authority for the Federal Lobby Trip budget. Roberts feels it makes sense to leave it under the AS President because this year's planning was a little different than previous years and she wants to maintain the relationship of the AS President with this trip. Burke wondered if the AS President and AS VP for Governmental Affairs could be co-budget authority. Roberts said that having co-budget authorities would complicated the Expenditure Request forms path. Galloway feels that if the AS President should have responsibility with planning this trip, it should exist in the job description for the AS President. Galloway would have liked more time to go over this job description. She feels there needs to be more in the AS President's job description about student representation at the local, state, and federal governmental levels. She said that in addition to the VP for Business and Operations, the President also works closely with the VP for Governmental Affairs. . She said for example, there is actually no mention of the President needing to attend WSA meetings, just that they are the voting member. She said there should be language for lobby responsibilities, legislative planning, and meeting with the legislative liaison

during session. To Roberts, legislature encompasses state, federal, and local level. She does not feel comfortable writing new language on the night it is an Action Item. She would also prefer them to be passed this evening. Galloway thinks there could be one bullet point regarding representation, but it is talked about but in a round-about way. Roberts suggested defer action until next week. Tyson stated that he failed to send in the document with his changes and would like some feedback. Eckroth stated that this would be best to leave in Tyson's legacy document. Burke ditto. Roberts stated that she agrees with the fact that it belongs in a legacy document. Eckroth would be in favor of removing the bullet point that highlights shared responsibilities for the VP of Activities. Burke added conflict mediation to the VP of Business and Operations job description. She also added knowledge and experience with budgeting and experience with excel and Microsoft Word and PowerPoint. Lastly, she added preserving financial stability, and representing the AS students through the bookstore advisory committee. The University Planning and Resource Council has also been added. Roberts stated that the change from communicating to interpreting policy is too big of a change because interpretation should never be done by one individual. Burke thinks it's important to be able to interpret policy. Roberts is in favor of leaving it at communicating. Galloway stated that the only body that should be able to implement policy is the Board of Directors. She has interpreted Burke's new language as proposing that the VP for Business and Operations can create and implement policy at will. Roberts sees it differently as she sees a difference in establishing and implementing. Galloway thinks this bullet point may need to be added to every AS Board Member. Burke thinks it is more of a VP for Business and Operations thing. VP for Governmental Affairs has not made any substantial changes. There are some unsubstantial changes that need to be made regarding grammar. More information will follow, along with additional conversation regarding employment policy.

- B. AS Federal Agenda (15 minutes) Doc. 8 Galloway
 Galloway stated that no changes have been made. Roberts thinks this is a great document. 4 ditto.

MOTION ASB-14-W-83 by Roberts

Approve the 2014 AS Federal Agenda.

Second: Guizar

Vote: 7 - 0 - 0

Action: Passes

V. ACTION ITEMS - Guests*

- B. Cannabis Initiative (10 minutes) Doc. 2 Roberts

Roberts stated that the initiative is one long sentence that leaves some ambiguity. She suggested it be clarified through use of last year's initiative language. They are looking for the AS Board of Directors to support the use of cannabis in bills. Katrina Haffner and Clayton Schleg would like the language to exclude the Cannabis sativa language and just call it the Cannabis plant. Roberts proposed the language, "Shall the Associated Students of Western Washington University urge the AS Board of Directors to incorporate into their state and federal legislative agendas support for policies and legislation that aid sustainable farming, production, processing, and sale of the Cannabis plant, as well as goods made from Cannabis, for both personal and industrial use?" Haffner stated that they will tackle the other issue later. They will use the language from last year, but change the language to say plant. Galloway recommended cutting off at industrial use.

MOTION ASB-14-W-84 by Roberts

Approve Cannabis Initiative language, "Shall the Associated Students of Western Washington University urge the AS Board of Directors to incorporate into their state and federal legislative agendas support for policies and legislation that aid sustainable farming, production, processing, and sale of the Cannabis plant, as well as goods made from Cannabis, for both personal and industrial use?"

Second: Eckroth

Vote: 7 - 0 - 0

Action: Passes

VI. PERSONNEL ITEMS *(subject to immediate action)***VIII. INFORMATION ITEMS - Board*****B. Smoke Free Referendum-** added

Robby Eckroth stated that several bodies across campus have been discussing the smoking policies on campus. Students need the right to express themselves to the University Administration and this referendum is the avenue to do so. Roberts stated referendums need to be run in yes no fashion, which limits what the Board can do because there is a lot of gray area that cannot always be fully addressed. Eckroth stated that there are three scenarios. 1) No smoking on campus at all, 2) Smoking areas on campus, and 3) Or keeping the status quo. He suggests only two options so that it leaves room for an amendment. Tyson asked how the administration is classifying the difference is between cigarettes and E-cigarettes. Eckroth stated that there currently isn't any language addressing this. Roberts stated that WSU has declared e-cigarettes as being included in the language of their smoke free policy. Burke stated that the Residence Halls have areas to dispose cigarettes. Eckroth has understood that those areas are not designated smoking locations, but rather locations to dispose of their cigarettes. Roberts feels that it is unclear to students where they can and cannot smoke. Guizar asked how this would be enforced. Galloway ditto. Roberts said that it would be a ticketed offense. Galloway stated that she doesn't think she should tell people where to smoke. Making campus non-smoking is not inclusive. She believes it is a provocative ask. Eckroth stated that this is providing a means for the students to respond to the administration's pursuit of this question. Roberts believes that the simpler the ask, the better the answers. Burke stated that the designated areas are sufficient in accessibility. Guizar and Galloway ditto. Roberts stated that she would like the language to accurately represent the cooperative nature of the AS and the University Administration and provide an opportunity for the students' voice to be heard. Eckroth stated that he believes students should have the option to say students want or don't want smoking on campus. Burke stated that Northern Arizona University has interesting smoking policies that are worth looking into. Galloway asked what authority this hopes to accomplish. Eckroth stated that if the students voted no, a compromise would be the next step. Galloway suggested running it with the option of ranking preferences. Eckroth will look into it. Roberts suggested changing the name to the smoking referendum to ensure neutrality.

A. NCCWSL Conference*(10 minutes)*

Doc. 9 Burke

Burke stated that the conference will empower women in leadership roles. She hopes to use what she learns here within the AS. Fiscally, the airfare has been overestimated to err on the side of caution. The transportation outside of airfare could also be reduced through shared costs with other attendees. She will be staying in the Residence Halls at the University of Maryland. Jessica Kelly has more information on the specifics of cost for those who are interested. Galloway is concerned with the budget from which the funds are coming from. Burke stated that the Operational Enhancement Fund will be used because going to this conference will enhance Burke's knowledge and because the supplemental fund cannot be used by the AS Board. Galloway sees a flaw in the timing of the conference as it occurs in June, a week before the end of Burke's contract. Galloway also stated that three individuals will already be attending, and because of this she can't see an improvement on the return on investment worthy of adding a fourth member. She does not think that this is the best use of student dollars. She also doesn't think there is a guarantee that Burke will return to the AS, which means that there is no guaranteed return on investment. Roberts is in favor of expanding Western's representation at this conference. She believes that even though this is late in the year there is still a lot to be gained. She believes this conference will help complete Burke's experience on the Board. She also thinks this is a good use of dollars. Burke added that she did not seek this opportunity personally, but was encouraged by the upper management of the

Viking Union. Ellison stated that the Elect-Her committee already nominated three candidates. Galloway stated that she is not in favor of this proposal. She doesn't think that just because there is money in the account that it should be spent. Galloway would like to create a policy on Board members going to conferences for the future so that the process is fair. Tyson liked what Galloway had to say, but he thinks it should be implemented across the AS. Guizar would like an application process. Tyson would like the model to be set in alignment with the process Guizar used to go to the Oregon Students of Color Conference. Burke also like the idea of creating a new policy. Guizar thinks this is a good learning process.

MOTION ASB-14-W-85 by Roberts

Move NCCWSL Conference to an immediate Action Item.

Second: Eckroth Vote: 5 - 1 - 1 Action: Passed

MOTION ASB-14-W-86 by Roberts

Approve \$950 underwrite from AS Operational Enhancement [FXXENH] for Morgan Burke to attend NCCWSL Conference.

Second: Tyson Vote: 5 - 1 - 1 Action: Passed

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

X. BOARD REPORTS

President

Carly Roberts reported that the Western Students Give Back Logistics Coordinator will be finishing working her hours at the beginning of Spring Quarter. She asks all members to do something during National Volunteer Week and emphasize participation to members of the AS Committees. She asked members to attend a meeting with the Board of Trustees on April 4th. She has a card for Lizzy Jackson that the board members can sign congratulating her for winning Miss Whatcom County. She and Burke are working with Management Council to create Program Standards that address targeted programming. Galloway was recognized as Organizer of the Year by the United States Student Association.

VP for Activities

Jarred Tyson reported that Departmentally Related Activities Council is looking to increase their budget by 15%. Viking Village is beta testing on OrgSync. Tyson is working on renewing OrgSync.

VP for Business and Operations

Burke reported that she has been working with the Communications Office as they are now under her oversight. The Personnel Office is working on a new internship template. Board members will be sitting on only one search committee come spring quarter. She asks that gossip is reduced and eliminated while on the search committees. The budgeting process is under way. She asked that all Board members work on their budgets. Applications to Facilities and Services to improve facilities are due in early April. Management Council recently had a long conversation about an AS Employee sitting on the Budget Committee as a student.

VP for Diversity

Mayra Guizar reported that she liked the workshops at the United States Student Association legislative conference. One of which was a people of color coalition. She got a lot out of this workshop in particular.

VP for Governmental Affairs

Kaylee Galloway reported that she and others attended the United States Student Association legislative conference. She met students across the nation. They met with representatives to talk about college affordability and financial aid. The conference had workshops and events which provided lots of learning opportunities. While she was there, the government had a snow day.

She was frustrated by this. The Washington Student Association won Student Association of the Year Award. She and others are still working on rental safety issues.

VP for Student Life

Robby Eckroth reported that an event occurred showcasing the proposed shuttle route. He will be bringing it to the Board in spring. He is looking at the stamp on Western Student Cards to potentially change the date of validation. By the next time the Board meets, bottled water will no longer be sold on campus.

XIII. OTHER BUSINESS

The meeting was adjourned by acclamation at 7:49 p.m.

DRAFT