

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

Wednesday October 15th, 2014      VU 567

**AS Board Officers:** *Present:* Annika Wolters (President), Jaleesa Smiley (VP Academics), Giselle Alcantar Soto (VP Activities), Chelsea Ghant (VP BusOps), Cristina Rodriguez (VP Diversity), Sarah Kohout (VP Governmental Affairs), and Zach Dugovich (VP Student Life)

**Advisor(s):** Eric Alexander (Advisor, Assistant Dean of Student Engagement/ Director of Viking Union Facilities)

**Guest(s):** Sara Richards (AS Women's Center Vagina Memoirs Facilitator), Rich Van Den Hul (BFA Division), Paul Mueller (BFA Division), Nicole Shapiro (Western Front Reporter)

**MOTIONS**

**ASB-14-F-12**      Approve the minutes of October 5<sup>th</sup> 2014. *Passed*

**ASB-14-F-13**      Approve of the rental safety proposal with the following amendments, all the offices have full correct specific titles, no acronyms used in the letter, clarifying the last part of paragraph two about what FTE's are and who's planning department it would be under. Making sure it is signed by other folks involved such as the Legal Information Center. *Passed*

**ASB-14-F-14**      Approve of the Facilities and Services Council Charge and Charter. *Passed*

**ASB-14-F-15**      Approve of the committee appointments. *Passed*

*Annika Wolters, AS President, called the meeting to order at 5:34 p.m.*

**I. APPROVAL OF MINUTES**

*MOTION ASB-14-F-12 by Kohout*

Approve the minutes of October 8<sup>th</sup> 2014

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

**I. APPROVAL OF MINUTES**

**II. REVISIONS TO THE AGENDA**

Kohout asked if the Board could move to Information Item with Guest "B" to an action item because it is a time sensitive issues because this document is needed Wednesday morning before the next board meeting. This isn't a document that it is necessarily needed to be passed by the board but Kohout is doing it for transparency reasons. Wolters suggested that they see the document as an information item and if they all feel comfortable voting they can move it to an action item.

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

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

A. Business and Financial Affairs (BFA) Environmental Scan      (45 Minutes) Doc. 1 Wolters

Van Den Hul said the documents they provided were the financial affairs mission statement and the Organization Chart. Van Den Hul is the vice president for Finance Administration. With him

is Paul Mueller a Risk Manager who has been helping him with the planning process. Four years ago he was hired at WWU. Through his onboarding process he talked to deans, Department Chairs, administrative staff, inside and outside the division and the Associated Students (AS) Board of Directors. So really this is a listening session for them, they are reaching out across campus to get information for when they put together their strategic plan. They use an environmental Scan and a Strengths, Challenges, Opportunities, and Threats (SCOT) analysis. They ask two things across campus what do they do well and what can they do better. They use that information to put there SCOT together which then informs their strategic plan. Most importantly they use it to put their six (6) year plans together. The initiatives they planned to undertake in the next six (6) years to address the needs of campus. BFA are in part of a compliance organizations. They need to make sure they are getting the payroll documents through the purchasing documents, they are a group that keeps the campus going, a group that keeps the lights on. They also help people get their jobs done, they help the AS Board get their jobs done. Hopefully a lot of it is behind the scenes. They'll know they are doing a good job because things are just coming to them. They are going to listen and ask them what do they do well and what could they do better. The board members have the previous six (6) year plans, they try to fit that into the context of the universities five (5) strategic goals. What are the issues that they see? And if the AS Board doesn't have any items then they can go around and see if Van Den Hul or Mueller can help with the AS Board's goals. Kohout said she doesn't see Carver on the information that was provided is that something that is being talked about? Van Den Hul said that's a specific item not an initiative, as she can see there is a Capital Planning initiative and within that they want to make sure the process is as transparent as possible but when they go through that they will point out specific items and it would be under that but yes Carver is their top item. He has been meeting with multiple people and departments on renovating carver and it seems to be going well. No guarantees but its moving forward. Van Den Hul wanted to point out on the Business and Financial Affairs website there is a form anyone can fill out and if in the future they think of any items for the six (6) year plans they can fill it out there. This is to make sure they can capture all the ideas. Dugovich asked to clarify that this is just the planning stage. Van Den Hul said yes this is the listening stage. Alexander said for some context one thing he found that was useful, because they met with these two gentlemen in the Directors meeting earlier, is that he suggests taking about concerns like Carver. No matter how big or small it may be a good. And these folks can bring it back and do their SCOT analysis and see the bigger picture. Dugovich said one of his main concerns that he would like to see in the strategic planning is increase lighting for students around campus such as at the top of the Ridgeway Commons crossing the street to the bus stop and across Bill McDonald Parkway next to Buchannan Towers because last year someone got hit crossing the street there. Kohout said New Sources and Rebasing and it says stuff like state tuition, etc. Is that where you are getting money from? Van Den Hul said one thing that happened four (4) years ago is that there wasn't very high prospects of new state funds. They were asked if there was other ways for rebasing, through new state funds, partnerships, grant funding. There was a whole list of different options for funding. Obviously its state funded, tuition funded. It doesn't mean you are going to get anything it does mean you are going to line up. Alcantar Soto asked if it isn't technically on campus but it is a heavy student populated area can you still increase the lighting in areas? Van Den Hul said indirectly, that is where our people have conversations with the city all the time. They worked with the city like a couple years ago to get a stop light by Buchannan towers, and now they are wanting a new one by Buchannan towers and South Campus. They will take this feedback back and then take it to the city. Alcantar Soto said so in terms of emergency management and planning and they have been having some conversations themselves. Most professors don't know what to do when there is an emergency and she thinks they technically are supposed to go over those guidelines and she has never had a professor do that. After speaking with the professors and asking if they've ever been told the information they have said no they haven't. So she suggest the idea of possibly more communication with faculty because they don't know what to do with emergency. Van Den Hul said absolutely, he just made a presentation to the board last week about the emergency communication system. They have a

good system in place but they want to improve it. Part of that is campus readiness and Alcantar Soto hit on one of the questions they had because he believes it is not required with faculty currently. They have been in communication with Anthony Spencer Cahill the President of the Faculty Senate Committee and talking about how they can engage the faculty more and helping them be prepared in situations. They want to continue to push campus readiness. President Bruce Sheppard sent out emails previously about campus preparedness and it doesn't have to stop there. The AS Board could help with getting the work out to the student. Smiley asked in Business and Financial Affairs is one of their concerns dealing with the allocations of money to different educational departments or facilities? Van Den Hul said that is one of the processes the budget office handles that process. Western is getting the best in class integrating in planning and budgeting process. They want to be bottom up, they want to be, transparent, inclusive, to have shared governance with student and faculty, and they want to intergrade a planning and budgeting process. It's a long process. Smiley said one of her concerns she has come across is finding funding American culture studies programs and the women studies minor and having tenured faculty and faculty who are consistent from year to year and having an actual department. Van Den Hul asked if that brought up last time. Smiley said yes it was. Dugovich said another issue he found is cyclists and skateboarders going through highly congested areas, and he suggested having better signage but he does not necessarily want officers out there giving tickets to students. He would like to see more awareness for that. Van Den Hul said that was a great question that came up four (4) years ago and at the time they did put more signs out. There are a couple groups that got also helped to get more information and education to people about where they can and can't ride. Van Den Hul asked Dugovich is he is still seeing this as a problem? Dugovich answered yes he got an email from a concerned student earlier in the week and he saw many cyclists and skateboarders today on his way to class. Van Den Hul said Western need to see what they can do to change the culture of campus. Student talking to students really helps. Wolters said it might even be some of those signs are slightly hidden by trees. Dugovich asked about the C lots and if there are any plans for those? Van Den Hul said they've established a committee, the Parking and Transportation Advisory Committee (PTC). This will actually be there third year of that committee, last year they were hoping to have a twenty (20) year plan how to improve those gravel lots and the storm water problems it causes. Last year they couldn't get that whole plan together in a way that Van Den Hul likes, they didn't want to rush it, they wanted a plan that was going to last. Then they have to look at how they are going to fund the plan. PTC has to have at least three (3) students on that committee, they are hoping they have a very solid package to present this year. Wolters asked if there are any plans around improving the transparency with the Services and Activities (S & A) fee. Van Den Hul said that fee goes through Enrollment and Student Services and asked if there is a specific committee that works on that. Wolters said yes there is a S & A fee committee but it always seems to have a relatively low projection of revenue and by the time the end of the year comes around there isn't enough time for departments to get their fair share of things. Van Den Hul asked if it is a revenue project problem or a budgetary problem. Wolters: in her opinion it would be a revenue projection problem but she hasn't sat on that committee yet this year and her experience and perception of that is limited right now. Van Den Hul said he doesn't know who handles it in Enrollment and Student Services (ESS) but it's not in his particular area. Alexander said usually they base that off of conservative estimates of enrollment projections. So there is a challenge where People are trying to fit budgets in lower than assumed projected enrollment and then there is a midyear adjustment then all of a sudden happens which is part of the problem Wolters is alluding to. Van Den Hul said but the dollars are there right? They would get to see the additional money and then they can do a second wave of allocations from there correct? Alexander said the challenge is there because you can't over budget in your first budget, the projections then turn into folks trying to find where there is potential short fall and assuming the true number is going to be higher, they have to base their assessments on assuming that there is going to be more. Van Den Hul there are a lot of other budget strategy. He grew up in budgets as a finance analyzer for a legislator. That's one strategy and another is any overage is carried to the next year. So they would go into the year with that conservative budget but also use the

overages from last year and don't adjust midyear. Any overages from the previous year will carry onto the next year's budget. Wolters said there are a number of things that come out of the tuition and fees. Like the Wade King Recreation Center and she will use this as an example. There are rooms and facilities that everyone chips into but if she or a club wants to use it they will need to pay to reserve it. Such as every student pays for the Rec Center but if her club wanted to use the Mac Gym they would be charged an additional fee. Van Den Hul said the rec center is through ESS, and he imagined if he used it, he would have to pay too. The only fee he has some dealing with is the transportation fee, because the student transportation office reports to public safety. The Public Safety Director and the Contracts Director worked with student leaders on the contract with Whatcom Transportation Authority (WTA) which was very successful. Alexander said other facilities that our managed through his area or other departments or other academic buildings that they don't receive any funding from the S & A fee. There are room charges for students going into those as well. Van Den Hul said space management is in academic affairs and its really managed by space management. The usage of space he doesn't know if Space Management and ESS have set policies on charges for rooms. Alexander said it seems pretty messy and it seems more college by college. Van Den Hul said he thinks there are some university wide policies. He will get that information and give it back to Alexander. Ghant said under your strategic goals it's strengthen supportive funding for preservations for facilities and infrastructure. What does it look like from the students? Does that mean higher student fees eventually or funding from a state level, what does that mean. How can they help strengthen funding as one of their goals. Van Den Hul said what it looks like is two main areas. Capital Budget there is a minor cap request for preservation even in the majors when they have big programmatic needs like the Performing Arts Center (PAC) or the Environmental Science buildings. They take building that have programmatic needs but are also old buildings that are falling apart. Rather than asking for a new building and then go ahead and ask for preservation dollars, they figured they were never going to get all that money so let's combined those so instead of the Gateway Center which was a standalone new building for \$80 million dollars and \$30-40 million for renovation money for the PAC. Try and do a renovation on the PAC for \$70 million. The second piece is in their operating budget. To make sure facilities management, has the goods and services budget to deal with things as they break and not only when they break but to prevent it beforehand. Last time around they got about \$150,000 internal to the university to maintain against inflation. The AS Boards support there would be good, it doesn't go back to student tuition unless it's a bigger issue between state funding and tuition. It doesn't get to the level preservation but that's a much bigger issue. Dugovich asked when the contract with WTA is up. Van Den Hul said it's going to be a little while because it went into effect last year, so they still have four (4) years left. They'll negotiate that in again in three (3) years. Wolters thanked Van Den Hul and Mueller for being there. Van Den Hul said thanks for letting them come. Please go to the website if they have any additional comments Mueller will send them their notes to make sure to captured their thoughts correctly. Then they'll share those out to the directors and others. They will continue to publish their plans as they go.

## B. Rental Safety Proposal

(10 Minutes) Doc. 2 Kohout

Kohout said her and Kendra Thomas who is the AS Local Liaison met with Cathy Lehman the Bellingham City Council president for lunch on Monday and they met after the deadline for documents were due for the board meeting so they weren't able to type up a proposal for this. Rental safety and rental mandatory inspections is something the AS has been working on last year and community members and students have been working on for at least Twenty (20) years it's been a really long process. They are finally got some great work previously like with Joseph Levy the 2013-2014 Local Liaison, with Bellinghome, and the Legislative Affairs Council they were really able to get some momentum going for rental inspections. However they got some push back from council members for the cost for rental inspections it's been dropped down to a mandatory registration process. That is what council member Roxanne Murphy is proposing. The proposal

would include a registration process where landlords would have to register units and other things like how many rooms are in the house and more. There is currently no list for people who are leasing houses. It would keep track of who is actually renting houses. They have been working on rental inspection for a long time and Lehman said because the city doesn't have money to hire people to go and do mandatory inspections of all the places being rented, they have come up with a compromise by working with the city, the university and the AS Legal Information Center to create a list of all the problems that are occurring over a five (5) year span. Lehman's worry is that they will spend a lot of money on something they don't know is an actual problem because they hear a lot of stories but not a lot has been documented right now. If it is passed tonight by the Board of Directors Lehman would be taking it to the city council. It's a draft right now, there will be a few minor edits. This document doesn't have to be approved by the Board because the Board already approved a resolution for rental inspections and registration and any other compromise and this is the compromise they had made but she wanted to make sure everyone knew what was going on and that there weren't any disagreements on what they were proposing. Its due Wednesday afternoon. Dugovich said state law regarding tenate and rental rights, its really vague, and it's really easy for renters to get around it. Even though this proposal doesn't go as far as they want it too. Kohout has been working really hard. And he is in full support for this. Smiley said just to be clear this is not the copy of the exact copy of the document that is going to be presented to City Council? Kohout said 99% of the document provided is the document Thomas is going to be presenting but there are a couple little grammar, so there may be a couple commas are missing but there shouldn't be any substantive changes. Alcantar Soto said what are the Legal Information Centers efforts going to look like and is this going to be putting a lot more work on them? Kohout said she hasn't talked to the legal information center yet, currently they do take complaints and they keep a record already. There have been efforts last year and other previous years to reach out to students so they know their rights as renters. Ghant asked who Cathy is. Kohout said Cathy Lehman is the Bellingham City Council President and she serves the third ward which is the ward they are in. Ghant said this compromise is for the Bellingham community landlord's or the state? Kohout said this is just for Bellingham ordinance, there currently is the Landlord Tenant Act. Dugovich said yes but it provides a lot of wiggle room for landlords to get around laws. Ghant said so the compromise is for mandatory registration and inspections? Kohout said right now they have registration although no one can say that for sure because who knows what the city council will actually do but inspections are too much right now. That's what they really want and this letter says that's what they really want but they will compromise by having things being recorded. Ghant said things being recorded by who? Kohout said legal information center and the city already takes complaints because they work on a complaint based system. Currently if you have a complaint you are supposed to go to your landlord and if they don't do anything then someone can go to the city to complain. But now its to see if it's actually a problem and keep all the recordings in one place and right now the city doesn't have enough money to provide inspections but it's a good start. Ghant said in this letter would it be helpful to say Western Washington University Associated Students. Kohout said yes it is for Bellingham only so they would know but she will make the change. Alexander said for clarity on this process, naming where they are Western Washington University and the city doing different things for example it says the planning department but which planning area? The Legal Information Center should say Western Washington University's Legal information Center. Those things will add clarity to the letter without changing the context to the letter. The other thing is the new FTE's? in terms of contexts he doesn't understand it. Kohout said Thomas really apologizes for not being here she had another commitment off campus at that time. The FTE's may be part of the ordinance. Rodriguez said her worry is about saying 'FTE' for accessibility issues. Dugovich said Thomas didn't know if the planning department would be hosting the new FTE or not but It would be the new full time person who would take of this. Kohout suggested taking out that piece if needed. Alexander said if it is referenced in something then just make sure to include that. Kohout said they can just cut it out. She would hate to be wrong and have it be passed. Dugovich said is there a way to vote on this and still structure it a different way. Wolters said they can pass it with amendments. Kohout

said they could approve the idea, the board has already approved the resolution, and approving the idea as it being a compromise and then they can structure the letter later. Alcantar soto: if the board to does decide to move this to action item they can approve it with amendments by having some clarity. Rodriguez said she knows that the previous Legal Information Center Coordinator did a lot of rental clinics for the residents halls and her question is about being accessible, not just the residents halls and wondering if this new proposal will include giving out information to everyone not just the residence halls. Kohout said that's what this office that's being created would do. To provide information for students such as first time renters and to talk to people about renting who are not just in the residence halls. Smiley said when this proposal is approved. How are they going to inform the whole student body that this is actually what's going on. Kohout said last year's Legal Information Center Coordinator worked really hard and this year's Legal Information Coordinator will continue that work towards educating students and informing students of their rights. Last year with efforts with Bellingham they had 1,200 students sign a petition that went down to city council and that's 1,200 students who were more aware of their rights. Something most tenants don't know about in Bellingham is that there is a Tenant Landlord Act, they don't know they are legally protected. Shapiro asked a clarifying question what you are talking about right now is that Kohout is working with city council, make a place within the university and the city council where people can talk about their rental experiences and if they have complaints against their landlord a place to file complaints. Does she have that correct? Kohout said she doesn't know what it will look like for the city necessarily because they do have an office already. Right now there's already a system in place for the city to complain but western doesn't and it's for keeping track of the complaints. Dugovich said they currently don't have any data of complaints so this will be setting us up for the future so they can provide data in the future when they go back to city council they can show with data that it is a problem. Kohout said she doesn't know if this is any more clarification but when she met with Lehman she mentioned that the two FTE's the ordinance fund won't be enough to be effective. It's definitely in the ordinance but it's still in acronym form. Ghant said so there is going to be something through the university through the Legal Information Center for students to go? Kohout said this would just start the conversation between the city and the university regarding that office and it wouldn't necessarily guarantee it but it would at least start the conversation on how the university is going to help the city out with providing information because the city doesn't have money to be able to do things such as mandatory inspections. It's really inaccessible to rely on the city of Bellingham to get information when it should also be provided on campus because most universities provide that already. She wonders if Alexander's old university had an office like the one they are trying to achieve. Alexander said Oregon State University (OSU) had a rental fair each year. They had some of the major landlords come to campus and folks who new landlord tenant law students come and students attended the fair and could come and find out about their rights and then folks also new about some of the larger renters in town. He had a process comment about the Legal information Center that is mentioned in this because it may strengthen this proposal if anyone who they are proposing will be doing additional work should sign off on this proposal as well such as the Legal Information Center and others who may be willing to support this as well. Ghant asked if this is part of their job description as well. Kohout said yes of the Legal Information Centers biggest issues that go into that office are renter's rights

Alcantar Soto Moves this item to action item.

Second: Kohout    Vote: 7-0-0

### C. Gender-Targeted Vagina Memoirs Open Call Proposal    (10 Minutes) Doc. 3 Rodriguez

Rodriguez said this is for the open call for November 3<sup>rd</sup>-6<sup>th</sup> 2014 and introduced her guest speaker Sara Richards. Richards said this annual event takes place in February and people share their experiences and stories around marginalized gender identities and the open call is for people with marginalized gender identities but the event is open for anyone to come and watch. The open call

is only for those who are not sis gendered men or men who identify with the gender they were born with. Part of why that exist is to give a space for those folks who have been silenced there whole life because of their gender identity. It has been an incredibly inspiring event to the people who participate and go to the event. Alcantar Soto asked if this is the proposal for the open call, not the event itself. Richards said yes, it's only for the open call for the event, everyone is welcome at the event. Dugovich asked if he cannot try out of this event. Richards said if you are a sis-gendered event then no. Dugovich asked how many sis gendered men were part of this event last year. Richards said none. Rodriguez wanted to clarify that this is just for those participating in the event not those who attend the event.

## V. ACTION ITEMS – Guests\*

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

## VII. ACTION ITEMS - Board\*

### A. Rental Safety Proposal (10 Minutes) Doc. 2 Kohout

Kohout said she thinks this is a move in the right direction and she thinks they can work with city council. To see something pass is something monumental and very much closure. She will bring this to Thomas to make those corrections and she will send it out to everyone on the Board beforehand so everyone will see the updated version. If anyone has questions please let Kohout know, she will make sure everyone knows what's going on and what FTE's are. Wolters said if there is a motion she want to see it clearly state and write down the amendments to the motion made.

*MOTION: ASB-14-F-13 by Kohout*

Approval of the rental safety proposal with the following amendments, all the offices have full correct specific titles, no acronyms used in the letter, clarifying the last part of paragraph two about what FTE's are and who's planning department it would be under. Making sure it is signed by other folks involved such as the Legal Information Center.

Second: Smiley Vote: 7-0-0 Action: *Passed*

### A. Facilities and Services Council Charge and Charter (5 Minutes) Doc. 4 Ghant

Ghant said the changes stand from the previous meeting and no additional changes have been made since.

*MOTION: ASB-14-F-14 by Ghant*

Approval of the Facilities and Services Council Charge and Charter.

Seconds: Kohout Vote: 7-0-0 Action: *Passed*

## VIII. INFORMATION ITEMS - Board\*

### A. Late Night Shuttle Administration Letter (10 Minutes) Doc. 5 Dugovich

Dugovich said he doesn't think this has to necessarily be passed by the Board but he is asking for signatures on this document. Dugovich asked if this should this be an action item.

Alexander said it depends on what Dugovich is asking, if Dugovich is asking the Board to approve the sentiment behind the letter then Dugovich can have it signed by the Board President and it suggests it has been approved by the Board and all of the vice presidents and students could also sign it independently but there is no policy it is creating.

Kohout left the room.

Dugovich said okay so he will keep it as an information item and the Board may sign the document if they chose to at a later time. This document is a letter to Vice President to Van Den Hul and it outlines the Late Night Shuttle Process and all the steps they've gone through so far. There is a correction, he spelt Kohouts name wrong spelling it "Kahout". Rodriguez asked if Dugovich could capitalize his position title and the Alternative Transportation Office Title. Wolters said because Dugovich was using AP format if it comes after his name it is not supposed to be capitalized, if it's before you do capitalize that. Dugovich said he may go through and capitalize all the specific titles and office names. He may not understand AP format and it would add some clarity to the document. They have been in the process of expanding the WWU late night shuttle to the Happy Valley neighborhood and now they are in the final process with advertising for it and working out all the kinks. In order for this to go through Vice President Van Den Hul needs to approve it or support it in some way. This letter is to say it's supported by the AS Board of Directors. There is no fiscal impacts so it's pretty easy thing to push through. They already have the plans set up with the new bus route and the times in place.

Kohout enters the room.

Alcantar Soto asked does Dugovich want everyone to sign this and does he want to change it to an action item? Dugovich said he doesn't need to move it to an action item, he will get everyone to sign it after the meeting. Kohout asked if they should write a resolution just so it is on the books. Dugovich said it is not necessary from his understanding of it. Vice President Van Den Hul has the final steps and this letter is to show that the Alternative Transportation Office and Himself have gone through the necessary steps and talked to the necessary stakeholders and he has the final say in that and this letter is to say the Board supports it. Wolters said she would like to thank Dugovich and Kohout and for anyone who brings things to the board for transparency sake.

B. Suspension/ Removal of the Conference Policy (15 Minutes) Doc. 6 Alcantar Soto

Alcantar Soto said the conference policy the AS currently has is an extremely outdated policy and is no longer services a purpose. Anything that was covered in the Conference Policy has somewhat been covered and updated in the Travel Policy therefore the Conference Policy is no longer needed. She highlighted the areas that she questioned. In the conference policy it states that "it does not govern A.S. Board members or the Business Office, Personnel Office, Election Board, and Standing Committee personnel, who are not eligible for Activities Council Funding." No program offices are eligible for Activities Council Funding anymore, Activities Council no longer serves that purpose. The main problem is that it acts as if Activities Council has jurisdiction over the programming offices and they don't, they only have oversee of the clubs. A good thing this Conference Policy states is the Criteria for Funding and they should keep that because it is good criteria, Activities Council used that criteria right now. Then it outlines the per diem, it's changed, they go by the university one not the AS one. They no longer can receive a check prior to the conference almost always its reimbursement. There is nothing about the Personnel Office keeping a file about the travel anymore or the Activities Council because they don't do that anymore. Activities council is supposed to be renew this yearly. The Travel Policy Alcantar Soto provided is for the Boards reference she is not suggesting any changes at this time to the Travel Policy. Kohout said she wanted to double check, people go through other avenues to travel now such as Operational and Enhancement or legislative Action Fund but for Activities Council the only thing they manage are the clubs. Alcantar Soto said yes, clubs are what Activities Council handles for travel and the only thing programing offices can request from Activities Council is the bookstore donation request and that is because those are handled only through Activities Council. And that is because the bookstore asked Activities Council to handle that for them. Wolters said she would



like direct everyone's eye to the bottom of the Travel Policy where it said "this policy is currently under review and it will be updated in the 2011-2012 year". Alcantar Soto said yes there will be some heavy updating on policy.

Smiley exited the room.

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

**A. Committee Appointments**

**Structure and Program Advisory Committee**

Jonathan Franklin	Manufacturing and Supply Chain Management	Senior
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**Legislative Action Council**

Nora Selander	Political Science and Env. Policy	Sophomore
Rodez de la O	Law	Freshman

**Facilities and Services Council**

Emma Palumbo	Political Science and Sociology	Junior
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**Green Energy Fee**

Dustin Jessum	Environmental Policy	Junior
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**Activities Council**

Desiree Salmond	History	Senior
Alejandro Ibanez	Management Informational Systems	Sophomore

**Budget Committee**

Joshua Baker	Manufacturing and Supply Chain Management	Senior
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**Election Board**

Matt Smith	Masters in Teaching	Grad
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*MOTION: ASB-14-F-15 by Wolters*

Approval of the committee appointments

Second: Alcantar Soto    Vote: 6-0-0    Action: passed

**X. BOARD REPORTS**

**VP for Student Life**

Dugovich said late night shuttle advertising is starting in the western front and a press release for Western Today. There will be posters in the residents' halls and throughout campus. He is going to an Residence Hall Association (RHA) meeting to explain the extention to people who live in the dorms. The forum

will be on November 4<sup>th</sup> from 6-8pm. The sustainability office is working on a new action plan to see how they can make the university more sustainable. He went with the Suicide Prevention Advisory Committee, they sent out Depression/ Suicide information to all residence halls. For Movember there will be two tabling events in red square during October 22<sup>nd</sup> and 23<sup>rd</sup>.

Smiley entered the room.

### **VP for Governmental Affairs**

Kohout said she attended a Representation and Engagement Programs (REP) committee meeting last week and about 50% of the committees are full. She thinks this is the final voter count 2,706 voters which is more than all the other public universities combined again. There is a Rock the Vote event is coming up on October 30<sup>th</sup> from 6-9pm. There is a rental safety hearing October 27<sup>th</sup> at 7pm even if you don't want to speak it will help show solidarity and she is encourage others to go. WSA had a meeting last weekend in Pullman. They talked about the budget, the student trustee autonomy, defining what college affordability actually is, and free speech zones. Legislative Action Council is meeting now and it is a full committee now.

### **AS President**

Wolters said the campus launch party is coming up and they've all been invited and have a plus one. Is they haven't already registered she encourages bringing a student with the students for renewable energy to strengthen the relationship between the foundation board and the students and to give them a face to face interaction. Rodriguez and her met with the Diversity Taskforce on Thursday. Vice President Eileen Coughlin came to invite influential people who work around diversity and don't work around diversity to come around a table and talk about ways that they can expand that conversation and the influence to the greater university and community. She has been doing some deep thought about the City Council members Terry Bornemann request to help Martin Luther King (MLK) Day. She thinks that if they can institutionalize a MLK day celebration on this campus they should take advantage of that because there isn't a grand celebration on this campus she thinks they should. United State Student Associations (USSA) sent a representation by the name of Josh Ottom. He was sent Ferguson Missouri to pass out statements from students to local officials in Ferguson. She sent a statement of solidarity from Western Washington University stating "AS from WWU stand in solidary with the people in Ferguson against racial profiling and police brutality" and she regrets to inform everyone that when Ottom returned home to his dorm room in the University of Massachusetts Amherst in where he is enrolled as a first year student there and there was a very very hateful slur written on his dorm room door. She would like them to come together and stand in solidarity with Ottom and people around the world and in this country that experience these cowardly acts of hate. On a brighter note while she was taking minutes for a council off campus that she acts as the secretary for she was pulled aside by Shirley Forslof Whatcom County's former County Auditor and congratulated her for Westerns successful voter registration.

### **VP for Activities**

Alcantar Soto said she met with John Purdie the Associate Director for University Residences for Res Life and spoke in more detail about the calendar she has been working on. They talked about different possibilities like number of copies such as from one per student to one per dorm room to reduce paper and cost. He is going to speak to his residence advisors to see how the reaction is for these in the dorms. She will be meeting with Sara Wilson who is essentially the gatekeeper of the bullseye emails. They will be meeting to see if they can get more emails out to the students more frequently. They ran into small difficulty. There is a MyWestern committee that is not satisfied with the calendar piece in MyWestern. That was just added last year because it's out of compliance with the currently being created MyWestern standard for branding guideline. It was there opinion that MyWestern is not only used for students which is why they wanted to move the AS event calendar to the students tab and it stands out too much. Chris

Miller the Information Technology Manager is backing them up. Josie Ellison the Communications Director and her will go to their committee whenever they meet to speak about the benefits of this calendar and they have some hard data to show why they need it. She went to the Student Athlete Advisory Committee and she got to see how they approve their legislative agenda. She wonders if there is a way to see if they can put their things on their legislative agenda. She told them about having a Carver Lobby Day. Activities council went really well they have quorum every time. Ethnic Student Center (ESC) conference is this weekend and she is excited to go.

### **VP for Business and Operations**

Ghant said the ESC conference is this weekend. The ESC has new furniture in their space, they got new desks which is wonderful and helps it to be more accessible for students and it really opens up the space. She had a business committee meeting and it was a very productive meeting. They wanted to work on the hospitality policy but they had some other things they needed to address first such as the Services and Activities fee guidelines aren't very clear. Hopefully she will be there to help represent the AS and work on those guidelines to make it more transparent for all parties affected. They also talked about the Outdoor Center Challenge course policies and procedures and it has originally gone through management council and they reviewed that and it's not the right avenue so the Challenge Course Coordinator and Alexander will be meeting to sort that out. She is excited about Know Your Rights events which is November 12th. She spoke with the policy chief and he would like to speak with the board and get some input on how to make this campus safer. They are going to set up a meeting with everyone on the Board and bounce some ideas off each other.

### **VP for Academic Affairs**

Smiley said the Western Study for General Education their report is due tomorrow and they will present tomorrow for the Committee for Undergraduate Education. She gave a presentation for RHA Hall Council in the Fairhaven dorms on Saturday and they expressed an interest in having a close relationship with the A whether it's through the VP for Student life or through communicating with anyone else in the AS.

### **VP for Diversity**

Rodriguez said the Research and Outreach Programs (ROP) has hiring is going on currently for a couple positions. ESC conference is this weekend. They had their first Presidents Council meeting and as a council it has been decided they want to take a stance on a lot of the cultural appropriation issues that happen with Halloween costumes each year. Instead of Each club having their own meeting about this they want to act collectively and show the university how people feel about when they are cultures get culturally appropriated. The first meeting that they will be having about this event is Monday October 20<sup>th</sup>.

## **XI. OTHER BUSINESS**

*This meeting was adjourned by acclamation at 7:20 p.m.*