

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

Wednesday, April 22nd, 2015 VU 567

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

Advisor: Eric Alexander

Guest(s): Matt Smith (AS Assessment Coordinator), Israel Rios (SIRC Coordinator), Liliana Morgan (Outback Farm Coordinator), Brian Bates (OC Excursions Coordinator); Peter Dykes (OC Excursions Assistant Coordinator).

MOTIONS

ASB-15-S-6 Approve the April 15th 2015 AS Board of Directors minutes. *Passed*

ASB-15-S-7 Approve of the 2015 Outback SPAC Recommendations and the Forest Garden Assistant Coordinator Job Description pending AS Budget Committee Approval. *Passed.*

ASB-15-S-8 Approve the Committee Appointments. *Passed*

Annika Wolters, AS President, called the meeting to order at 7:02 p.m.

I. APPROVAL OF MINUTES

Approval of the minutes.

MOTION **ASB-15-S-6** by Ghant

Approve the April 15th AS Board of Directors minutes.

Second: Dugovich Vote: 6-0-0 Action: Passed.

II. REVISIONS TO THE AGENDA

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

IV. INFORMATION ITEMS - Guests*

A. Hospitality policy

Ghant said Peabody format is the new, and the old is the word document. This document was changed by Morgan Burke, Kaleb Ode, Eric Alexander, Raquel Wilson and herself. They changed this policy's name to the Food and Beverage Policy. Hospitality is intended for special events and occasions and not for regular scheduled meetings. It is not ethical to bring food to every meeting. They added definitions such what is considered an AS Club and they even defined hospitality. The biggest thing that has changed is per

diem. The per diem was only based in Bellingham even if they traveled to other cities and now if someone travels to Oregon they'll get Oregon's per diem. They did this because staff and faculty get that luxury and they felt they should get the same. They took out "faith" in best faith effort throughout the document as well. They totally eliminated the "closed hospitality" because they can't see where anything is completely closed. Kohout asked about that because the AS REP Committee Coordinator does have an event that seemed closed. She wonders if the closed events would actually apply. Alexander said because AS funds are meant for everyone and they wouldn't turn anyone away if they were to come in. Kohout said okay, but what about AS employee trainings because those are mostly closed to solely AS folks. Alexander said the policy itself they have added the exceptions, they just took the "closed hospitality" out from that section. Ghant said another change was the club earned funds because that can be used for pizza, and they wanted to change it to club earned funds. Alexander said the reason behind that is if a club goes out and gets money, it's hard for the AS Board to dictate what they can do with that money, they earned it. Smiley said is there a document with no track changes? Ghant said yes and she will get it. Dugovich said it looks a lot better, good job. He wanted to bring in the water bottle free initiative. Could they say "The AS shall eliminate single use policy"? Ghant said she will do that. She will have it say "eliminate single use water bottles".

B. SPAC SIRC Recommendations

Ghant said there are no fiscal implications. The first recommendation is to start conversations around more formal office hours around departmental trainings. They would like this to be an ongoing conversation within the office. It will be a conversation that is going on in Personnel Committee as well. The second recommendation said 2 hours of community check in. Due to the nature of the office, they want to be informed of a broad range of student issues. So they can serve 2 hours each week to see what student issues are out there. They would take notes and have follow up conversation with staff when they see fit. The third recommendation is the implement of a new mission statement that says "The Social Issues Resource Center (SIRC) aims to foster critical thought on social issues, particularly those faced by marginalized communities, and empower students to take action for change. The SIRC facilitates the sharing of diverse perspectives and student growth by providing resources, information, and educational and community-building events, and a space to engage in meaningful dialogue." it was crafted by the SIRC and she thinks it looks pretty good. The fourth recommendation is for 1-2 SIRC staff attend annual conferences prior to the beginning of their position. This is to foster activism which is needed in the office. This would also give them a change to get more intention to underrepresented issues. Smiley said she loves the focus on activism and she was wondering if "fostering" and "activisms" with the job descriptions as well? Smith said it is in line with the job description but by the next meeting they can make sure and check and see if it needs to be more in line with things. Recommendation number 4 was almost identical to the Queer Resource Center (QRC) and SPAC realized that they will be accessing the student development fund in fall and summer. Wolters said they usually have 10 office hours, where would those two hours come from to do community check ins? Are they adding hours? Israel Rios said they are salaried at 15. Only 10 are required for office hours. It is 2 hours for the whole office, and there are 3 people in the office so there is freedom to who will be doing it.

C. SPAC OC excursions

Ghant said one of these recommendations have already been passed and approved, which is the "vehicles recommendation". The second recommendation, work with facilities, the AS V.P. for Business and Operations, and management to acquire OC specific vehicles, for excursions and other OC use. But they already approved this so that one they don't have to talk about now. The third recommendation is expand the outreach programming. They want to expand the diversity of their participants and reaching out to more offices to co-sponsor things. They hope to build a flow chart to identify this process. They want to identify excursions that will work well with larger groups. They have a "Build your own excursion" and it has been going on for a year. Kohout said on this third recommendation, is there being done to outreach

to people who are more hesitant or who haven't tried it before? Smith said SPAC wanted to see it addressed. Historically there hasn't been much available to those who haven't used it or feel like it is accessible to them. It is something they tried to get in with the language. Ghant said she will find out their efforts and get that information for next week. Ghant said excursions want to create their own mission statement under the umbrella of the OC mission statement. The mission statement would read "The Excursions Department of the Associated Students Outdoor Center offers a fun, accessible and affordable way to get outside for students, faculty, staff and alumni. Emphasis is placed on group involvement, developing and refining skills, responsible environmental practices, fostering diversity, enriching the academic experience, and promoting life-long learning." Wolters said she suggests that it read "...affordable way for students, faculty and staff alumni to get outside" instead of "...affordable way to get outside for students, faculty, staff and alumni." Smiley would like to know more about recommendation number 4 and their efforts there. Smith said it's already happening but they are trying to making it better. They don't have the best gear, safest equipment and they want to make sure they do. They also want to make sure that if they aren't using the equipment, it is accessible to others.

Brian Bates and Peter Dykes entered.

Wolters asked if they would expand on recommendation number four. Peter Dykes assistant said basically it is a way people can come in with an idea for a trip, and have the OC set it up with vehicles and trip leader for their group of friends. And this would be during the quarter and right now they can only do those kinds of trips if they plan for the following quarter. Bates said for example they had four of these types of trips this quarter. Say if people wanted to go on the mountaineering excursion but it was too full, they set up a date that didn't conflict with other trips and set them up with trip leaders, and their buddies and went mountaineering. It's a way to get people off the waitlist and on the mountain.

V. ACTION ITEMS - Guests*

A. SPAC Recommendations for Outback Farm

Ghant said they've seen this before. First recommendation is to establish consistent legacy documentation and strategic planning for the office. This is important because there hasn't really been a lot of documentation for these positions which makes it hard for the people entering those positions. The second recommendation is to improve assessment and evaluation methods for documenting information regarding site activities. This is a way to better serve the outback participants. Coordinators should implement regular assessment. Recommendation number three is a separate item on this agenda as the Forest Garden and Native Habitats Assistant Coordinator Position. They can talk about this item separately. Recommendation number four is to continue to seek funding to support non-student program manager position. Recommendation number five also has a fiscal impact because its asking to increase the hours of current Coordinator and Assistant coordinator positions from salaried at 15 hours a week to salaried at 19 hours a week. It is too hard to fit it into 15 hours a week for both positions. They would be working the same amount of hours but paid an hourly rate differently. Recommendation number six is to increase outreach and publicity. She hasn't been to the outback in a while but she knows their positions is a lot more work than other positions. They are physically isolated and they are trying to create more accessibility to that resource for students. Wolters said she feels that these are all good recommendations. She is hesitant to increase anyone's hours. If they are over working at 15 they may be over working at 19 hours. Dugovich said they are working more hours than they are getting paid for currently though. He agrees with what Wolters said but they are working more on average than 15 and it is wrong to have them work on average 19 hours a week but only pay them for 15 hours a week. Wolters said with the addition to the Forest Garden and Native Habitats Assistant

Coordinator job, would it alleviate any of this work load? Dugovich said it was really getting this new position and it could be giving them another hand out there. Kohout said she agrees that the students in the AS are all over worked but it could help alleviate the pay if they really are consistently working around 19 hours a week. Dugovich said it starts in winter but it really doesn't pick up until April, do they have to have averaged 19 hours a week all four quarters? Could it be split? Ghant said they've done it in Personnel Committee before where they have different amounts per quarter. It's very do-able. Dugovich said he thinks spring and summer should go up to 19 hours and the rest stay at 15 hours. Kohout said it is similar to Legislative Liaison during winter quarter where they have more hours only during that one quarter that makes sense. Smith said everyone work hard and tries find ways to expand their position. It's different with their positions. Most of the time in the outback is getting the necessary job done. They can't just clock out when it is time sensitive and running of a physical farm. Both being at 19 hours is really what they are looking for. Ghant said they talked about in this Personnel Committee, she is in favor of having the new position, but not in favor of raising the hours. They could delegate the responsibilities more. If in future years the position isn't needed, they can look at it then. She doesn't think raising the hours is necessary though. Dugovich said Robby Eckroth the former AS VP for Student Life told him that it has been a problem for a while. He is in favor of having at least the coordinator at 19 hours. Assistant Coordinator can be at 15 hours and he would still like to see the addition of the new position. Kohout said do assistants and coordinators usually have the same hours? Rios said in the SIRC the coordinator and the assistant coordinator currently work the same hours. Smith said the current positions wish they could have been here but it is Earth week and they are really busy.

Forest Garden and Native Habitats Assistant Coordinator Job Description

Ghant said this position would have responsibility over the Forest Garden. It is an assistant coordinator at 15 hours a week. Rodriguez appreciates that it is 15 hours and not the 19 hours a week that the others will be doing. Ghant said this is a new position, so it would be testing out how it works and it can be edited in future years. This would be making it more accessible and seeing how it really benefits the outback. Kohout said is there a way to make sure that the assessment happens after a year? Possible to pass it to say it is under review. Ghant said they are all under review every year and if they need they can submit it to personnel. Wolters said if they are in favor of adding this position, how do they feel the others positions getting more hours? Dugovich said he is in favor for at least the coordinator position. She spends way too much time and way too much work on the farm currently. He agrees with it. It is a 5 acre farm and two people manage it and do the physical labor on it. Morgan said it would be a reflection of what the programming aspect and physical aspect already is currently. The position would allow them to capitalize on something that is already in demand. Students have come to explore permaculture but they can't provide anything because they don't have the time or resources to dedicate to doing anything with it. Dugovich said how difficult would it be to not work 19 hours and work the 15 hours per week, and then adding this additional position? Morgan said they think they would still be consistently working 19 hours. The job this new position would be doing isn't anything that they are currently doing. Ghant asked who is currently doing it now. Is it a work study position? Morgan said it is a graduate student and work study position under her coordination. Ghant asked how effective it is. Morgan said having the graduate student teach a class is very popular and it was an independently done. They are working with her and making sure the pieces are being documented. It's not a piece that is permanent though because it is their final project for their grad program. It has been great test run on how they can utilize that space. Dugovich asked if they think both should be raised and creating the new position. Morgan said yes.

Recess was taken because Kohout had to step out from 7:55- 8:00pm

Wolters said they heard from Morgan to raise both the hours of the current positions and the addition of the new position. Ghant said there is a physical impact of not having workers out on the farm, and if they do approve anything today, it is contingent to budget committee and then it will come back to the AS Board for final approval. They will be approving the philosophy but they will find the fund.

MOTION ASB-15-S-7 by Dugovich

Approve the SPAC recommendation SPAC budget committee with the stipulation that it must be approved by Budget Committee.

Second: Ghant Vote 6-0-0 Action: Passed

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

VII. ACTION ITEMS - Board*

VIII. INFORMATION ITEMS - Board*

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

A. Committee Appointments

Activities Council

Israel Rios Economics/Political Science Junior

MOTION ASB-15-W-8 by Kohout

Approve the Committee Appointments

Second: Ghant Vote: 6-0-0 Action: Passed

X. BOARD REPORTS

President

Annika Wolters reports DC was great and it was an incredible opportunity and it was great meet other alumni from western in WA DC. They met up with Kaylee Galloway for a tour and Jessy Moore. She showed pictures of a mob in Bellingham drives out other community members and this happened in 1907. It is just a reminder that those things happened here in their own community and they have pictures hanging on the wall in national history museum in DC of it.

VP for Business and Operations

Chelsea Ghant reported that she presented the budget to Services and Activities today. She thinks they did a great job and they were great advocated for the associated student's increases. It went really well. She had a meeting with Fred Collins and Greg McBride to talk about specs for the minivan. If they find all the specs on a lot, we can get it within two weeks, but SUV has to be uniquely built so they won't get that one until July. The Elections Coordinator job description is open again so tell folks who may want to apply to that. Facilities and Service met and they updated the vehicle policy.

VP for Academic Affairs

Jaleesa Smiley reported that the student caucus happening around inclusivity equity and diversity and they found a room, the Miller Hall collaborative space. They are expecting a huge turnout. Student Technology Fee Committee are currently reviewing the proposals. The student on the committee were concerned with the role of faculty, particularly with John Lawson as an advisor and the Faculty representative. There have been Undermining of student voice, general of over powering student voices in a student oriented committee. They had a conversation on the role of the faculty on the committee and getting more students on the committee. They also wanted a new location for the committee, in particular they want the meetings out of Old Main. It's inaccessible for students and it's not a Student friendly or welcome place. Next week she will be bringing a Charge and charter on that committee to reflect that discussion.

VP for Diversity

Cristina Rodriguez reported that People Of Color space discussion happened and addressed some student needs of the ESC. It was a long meeting and talked about some of those needs were academic resources, support student movements and student efforts that students of color are working on. They worked on addressing those concerns and that lead to a long conversation which was really good. They decided that next presidential councils meeting will be an open meeting so they can address something that is time sensitive.

VP for Governmental Affairs

Sarah Kohout reports that they brought the federal agenda that was approved by the board to DC. They include the universities Agenda. They met with a couple senators which was really awesome. They were really good meetings and they got some push backs. They agreed with most on the agenda though which was really good. She felt it was hard to be affective on the federal level compared the state level because it didn't seem like they had much face time with students before.

VP for Student Life

Zach Dugovich reported that he has a great time in DC. Kohout did great. Earth day events are happening on Saturday. There will be events in Fairhaven that will include music and food. The advertising for the Sustainable Action Fund is going well, there are posters all over campus. Students for Renewable Energy have been tabling in red square. There was a Sustainable action fund event

and 150-200 students showed up. They had tables where students could put down their ideas on how to make campus more sustainable. In GEF Committee they have been talking about the electric vehicle that could be funded and bike shelters in the outback.

XIII. OTHER BUSINESS

Ghant said she wanted to bring up that the elections have five unopposed positions and there is not a lot of campaigning happening. The purpose of campaigning is to provide more student engagement and to get campus excited about the student government. She wanted to bring up the lack of student engagement on campus. She wanted to talk about some solutions for the time being. How do they get folks excited about the AS.? How do they inform students of what is going on? Could they go out next week to red square and get student rallied up? First time in 10 or more years that president and activities were unopposed and its large problem on other campuses as well. They want to get students involved so there is a better voter turnout. Kohout said anyone could volunteer at polling stations because that's a way to help out. Obviously they can't tell people how to vote but they could let students know and get excited about it. They could email their committees. They could have classroom reps. Wolters said she has been getting a lot of questions on whether seniors can vote and the answer is yes. So if students ask any of them the answer is yes. Ghant said they are representing students and they need to know they are here advocating for their needs. They need to know they have more power and accessibility. Rios said he is planning to go out when voting opens and do more rallying.

The meeting was adjourned by acclamation at 7:26 p.m.