

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

Wednesday October 29th, 2014

VU 567

AS Board Officers: *Present:* Annika Wolters (President), Jaleesa Smiles (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)

Guest(s):

MOTIONS

ASB-14-F-18 Approve minutes from October 15th 2014 and October 22nd 2014. *Passed*

ASB-14-F-19 Approve Veterans Outreach Center targeted Event Proposal. *Passed*

ASB-14-F-20 Approve Committee Appointments. *Passed*

Annika Wolters, AS President, called the meeting to order at 5:30 p.m.

I. APPROVAL OF MINUTES

Minutes of October 15th and 22nd 2014

MOTION ASB-14-F-18 by Kohout

Approve the minutes of October 15^h 2014 and October 22nd 2014

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

II. REVISIONS TO THE AGENDA

Alcantar Soto would like to remove Action Item- Board* A because after talking to folks about this document she found the process for removing policies should go through other avenues first before coming to the board. She needs to take it through other steps before taking it back to the board.

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

IV. INFORMATION ITEMS - Guests*

V. ACTION ITEMS - Guests*

A. Veterans Outreach Center Targeted Event Proposal (10 Minutes) Doc. 1 Rodriguez

Rodriguez is for proposal for the Veterans Outreach Center targeted event proposal for an overnight kayaking trip. Last time they wanted to see a budget and more information about why it is needed to be targeted. Unfortunately Matt Swisher the Veterans Outreach Coordinator couldn't get a budget from the Outdoor Center he did make the changes that were asked and he is not here today but he did make a clearer proposal and included a budget from what he could pull together. Ghant said she spoke with an Excursion Coordinator in the Outdoor Center about this trip to look up the numbers and they are waiting for the final number from Enterprise and that is what it is holding them up but they have been updating their budget tracker it seems fiscally reasonable. Smiley said she likes this additions that were

it stated said “the funds provided from the office itself will be better spent if the event is targeted towards those within the Veteran community.” She thinks that is a great addition.

MOTION ASB-14-F-19 by Dugovich

Approve the Veterans Outreach Center Targeted Event Proposal.

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

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

VII. ACTION ITEMS - Board*

VIII. INFORMATION ITEMS - Board*

A. The Oregon Students of Color Conference

(15 Minutes) Doc. 3 Rodriguez

Rodriguez said her proposal is for the 2014 Oregon Students of Color Conference. There is an attachment with an excel spreadsheet. She is wanting to take herself and two students at large and have that funded out of the operating and enhancement budget and that would be \$919.11. She figured out the cost for everything and then split it by eight (8) so it is evenly split. Then she multiplied it by three (3) for the days. It totals up to \$919.11. If she could get an approval of that amount out of the Operating and Enhancement fund. Kohout said she wanted to thank Rodriguez for putting so much work into this event. Smiley asked what does three (3) students from the Ethnic Student Center (ESC) mean and do they have to be involved. Rodriguez said yes she was going to use ESC Steering money for that and in order to use that money they have to be actively involved in a club but she wanted to acknowledge there are students of color who haven't had the opportunities to know about the ESC yet and she wanted to be inclusive as possible. That is why she is requesting two students at large. Smiley said she was one of the students who went to this conference last year and it was amazing. Ghant said in your background and conference. It says “organizers of this conference are still in the process of finalizing the information about the workshops”. As it is only two weeks away, does Rodriguez know when the information will be ready? Rodriguez said on Friday October 31st. They didn't have the workshops ready so she used the program from last year but as soon as she has it she will give it out to everyone. She only knows the speakers to be identified. They will send her a template of what their program will look like. Alcantar Soto said she wanted to thank Rodriguez. She asked if Rodriguez could tell everyone how she has been doing some outreach. Rodriguez said yes she has been doing lots of outreach and some of the outreach is through the ESC President's Council and ESC Steering Committee, social media in the ESC, through the education and social justice minor, Student Outreach Services (SOS), she's gone through Fairhaven center for Law Diversity and Justice. Individual advisors from SOS. CEED through Kristen French. LEADS with Joanne Demark, the weekly newsletter from New Student Services and Family outreach called “This Week at WWU”. Also she has been outreaching to the AS Review, and the ROP offices. She hasn't sent a group email to the AS employees yet. But she knows Sam Goldblatt the ROP Director said at the recent staff meetings that people should apply and they said they agreed they would go through their social medias for more outreach to students. Dugovich said under conference registration he saw a simple math problem, it says \$160 for three (3) individuals and it was \$80 per individual. Rodriguez said yes she saw that mistake shortly after all the documents got posted and she will make sure to make that correction next time. Dugovich said for Holiday Express \$109 is that the deposit? Rodriguez said what happened was they sent an invoice for all the rooms she registered but it's for all three (3) rooms and she added it for proof she has the rooms reserved already. She did that for the different genders that may be going and she wanted to respect peoples comfort levels. Get an extra room for the comfort of everyone. Invoice for all three of the rooms. Ghant

asked if it was a special rate for \$120 for the Holiday Express. Rodriguez said \$120 is with tax included. It's a 10.5% room tax. Ghant said for the transportation its \$41.03 per person and it is total to be \$120.20 for three (3) people and it says that's round trip but she is guessing it is one way. Rodriguez said 44 cents per mile is 746 miles round trip and then that's a total of \$328 and she split it up by eight (8) and then times it by three (3) for the three (3) people she is wishing to be paid out of the Operating and Enhancement Fund. Kohout asked if Rodriguez know where the money came last year. Rodriguez said she used steering and the operating and enhancement and she is trying to use the student development fund. Ghant said last year they also used the diversity fund. Wolters asked if Rodriguez is looking into the diversity fund. Rodriguez said yes but it only has \$700 right now but she doesn't want to use it all up right away and she doesn't know what she may need it for in the future. Wolters said she doesn't know if this would be a good fund but Dr. Ojikutu has funds that people can get \$2,500 and it's really easy to apply for. Ghant said she thinks per diem is different for different cities not just Bellingham. Kohout said for the AS the per diem is just Bellingham's rate. Alcantar Soto said everyone got an email today that said everyone has to use the Bellingham rate. Rodriguez will fix next time she will fix the spread sheet.

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

A. Committee Appointments

Structure and Program Advisory Committee

Hannah Pylate	Business Administration- Management	Senior
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Counseling, Health and Wellness Sevices

Rachel Walls	Behavioral Neuroscience	Junior
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Academic Honesty Board

Emma J. Opsal	Art History	Sophomore
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Facilities and Services Council

Kali Crow-Liester	Nutrition Concentration	Junior
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Andrew Mckinley	Business Management and Archaeology	Senior
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Legislative Affairs Council

Anna Waham	Anthropology	Freshman
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Green Energy Fee

Anna Waham	Anthropology	Freshman
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Disability Advisory Committee

Katie Rogers	Psychology	Junior
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Student Publications Council

Lily Jaquith

Journalism/Public Relations

Senior

MOTION: ASB-14-F-20 *by Kohout*
 Approval of the Committee Appointments
 Second: Dugovich Vote: 7-0-0 Action: Passed.

B. Approval Job Description Changes Election Board (5 Minutes) Doc. 4 Ghant

Ghant said they brought this to personnel committee and they reviewed the changes made. They put this document from the generic format into the AS format. There are some changes made under the responsibilities. This position would start in January and end late May. Dugovich asked if the election board chair is elected. Ghant said they are hired. Dugovich asked if this has always been hired. Ghant said yes. Smiley said under the preferred qualification the last qualification is "Ability to create a space that makes people feel comfortable during times of stress." Smiley asks how someone would gauge this qualification. Kohout said she doesn't know specifics but that they could ask a question about it in the interview and talk about previous experiences with stressful environments.

X. BOARD REPORTS

President

Annika Wolters reported that WWU's Foundation is committed to set up a climate friendly fund. She will be the first student to donate to this fund and Bruce Sheppard is going to match every dollar the students raise as well as the Foundation members are going to match the amount the students donate. She is planning on donating \$50 dollars so in return she has raised \$150. Shout of for Students for Renewable Energy for displaying such a passionate and tactful activism on that day. She had a meeting with Terry Bordenman yesterday to talk about in ways students can be involved with helping plan the city's celebration of Martin Luther King (MLK) and she will be providing a list of names to him as well as reaching out to influential people on campus to see what they can do to see if how they can go about having their own celebration of MLK day on WWU's campus. She doesn't know what that will look like yet but she has a lot of support.

VP for Academic Affairs

Jaleesa Smiley reported that Coffee Cookies and Committees happened last Thursday and it went great. Griffin Crisp the Committee Coordinator did a fabulous job. During the Academic Coordinating Commission that met yesterday, and they discussed the medical excuse policy for professors in class. The standing policy is If you have two or less absences from class then you are required to have a medical slip from the health center. Students are required to have that in order to be absent from class. The Health Center was concerned about the burden that it was putting at the Health Center staff. They were sending out thirty (30) small absence reports every day and they don't mean anything because students don't need to be seen and they don't need to be sick. Students go for the piece of paper and they just go for their professor's sake. she will be looking for student feedback from that. Student Technology Fee Committee meeting in will be held in November, she still needs one more student needs to be on the committee.

VP for Business and Operations

Chelsea Ghant reported that Facilities and Services first meeting was held yesterday. Eric Alexander and Greg McBride were there and they will always be there and it was really awesome to have that presence and knowledge on subjects like increasing the Motor pool and expansion. Facilities and Services will be having a training on how to assess the proposals and create a timeline for an open call AS employees to submit their proposals. They also talked about why they care about Facilities and Services and addressing those seven (7) reason of why. She had the business committee meeting today and Morgan Burke the ASBusiness Director and her will work on updating the Hospitality Policy along with other committee members and they will do that with track changes and others will add their changes and then it will be brought to the board. Then they will be working on the Travel Policy and Conference policy.

VP for Activities

Giselle Alcantar Soto reported that Activities Council is going great, they funded events and recognized two clubs this week and then they have another person on the committee now. This week is Shriek Week put on by AS Productions. She met with Danica with Change Makers Coordinator and working with her to become more transparent about WWU becoming a Change Maker University and what does that mean for students and the AS. There isn't a new office for students to interact with. She is working with her to come up with a clear understanding on what their relationship is. They are thinking about installing monthly meetings to keep each other updated. She attended the Department Related Activities Council for the first time this Tuesday. They awarded \$500 to Open Spring Services they just joined the student publication council and they needed some startup funding. They tentatively spoke about offices for the year. An update about the calendars, the more it goes the more it is getting successful. They have been receiving great feedback, an example of that is the number of copies were too many originally, so they cut it down by half which greatly decreased their cost.

VP for Diversity

Cristina Rodriguez reported that Monday from the ESC got together in the sky bridge for their first ESC Study In. A lot of people came. It just so happened at the same time as President Council and they didn't want to make people pick between the two so they canceled president council to show support. President council is every other week and on the alternate week they will continue to have the ESC study in. The cultural appropriation event have their photos up. Tomorrow and Friday they will be in red square for that event informing others. Research and Outreach Programs (ROP) Womens Center will have their open call for Vagina Memoirs. She has been working a lot on the Oregon Student of Color. Nick Courtney Masters in Teaching student has been helping her to organize that teach in that also is working with Woodring College and Education and Social Justice minor that event is November 14th.

VP for Governmental Affairs

Sarah Kohout reported that last night was Rock the Vote and dressed in costumes and voted. 60% of the students said they already voted. Rock the Vote event is tomorrow. City council member Cathy Lehman will be speaking there with lots of other speakers. Don't forget to vote on November 4th. On Monday Kendra Thomas the Local Liaison gave a testimony at City council for rental Safety. Hopefully there will be a work session on November 17th discussing that topic. They are currently working on United States Student Association (USSA) dues. Hopefully they will approve that. She is also working with David breminer in the Registrar's Office because they haven't been assessing the fee's properly such as the fees have not being assessed for all students just some students.

VP for Student Life

Zach Dugovich reported that he met with Central Health and Safety Committee the other day and they were discussing with Western's Smoking Policy they decided to switch it up a bit. In prior years it has been can smoke and now it is where you can't smoke. They are changing the policy so it illustrates that. E-cigarettes wise are still in the works, they haven't thought of a policy on that yet. They are still discussing on whether they want to go with a campus ban which 1,500 other campuses have. They plan to form a smoking subcommittee which he plans on serving on, this will be dedicated all their time to this issue. In the mean time they are going to send out a survey to about 3,000 students to get their thoughts on smoking or not and he will update them when it comes back. Transportation Advisory Committee are in the works of setting up their first meeting. He sent off the Aztec Master Plan that was sent out last year. That is all the infrastructure improvements they see for the University in the next ten year and waiting for feedback on that. The University is need for a new Sustainability Plan so the Office of Sustainability is working on that and he was able to look at the waste draft. Different ways to educate students on recycling, compost, and landfill. They had a really good discussion this week on how to become a zero waste campus. The late night shuttle had tableting today and they will have a Public forum. After that it will be posting signs around campus.

XIII. OTHER BUSINESS

The meeting was adjourned by acclamation at 6:19 p.m.