

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

Friday, January 22<sup>nd</sup>, 2016 VU 567

**AS Board Officers:** *Present:* Belina Seare (President), Abby Ramos (VP Diversity), Hannah Brock (VP BusOps), Zachary Dove (VP Academics), Israel Ríos (VP Activities), Patrick Eckroth (VP Governmental Affairs), and Emma Palumbo (VP Student Life).

**Advisor(s):** Eric Alexander (Advisor)

**Guest(s):** Emma J. Opsal (AS Assessment Coordinator), Griffin Crisp (AS Representation & Engagement Programs Director)

**MOTIONS**

- ASB-16-W-7** Approval of the Minutes from January 15<sup>th</sup> with written edits. *Passed.*
- ASB-16-W-8** Approve to Move the Proposal to Make SPAC a Sub Committee to an Action Item. *Passed.*
- ASB-16-W-9** Approve to Suspend the Rules of Operations in the SPAC Charge and Charge to Operate Without Quorum and Voting Members Brock, Opsal and Rosenberg for the 2015-2016 Academic Year. *Passed.*
- ASB-16-W-10** Approve to move the We Should Run for Office Proposal to an Action Item. *Passed.*
- ASB-16-W-11** Approve to approve the We Should Run for Office Event. *Passed.*
- ASB-16-W-12** Approve to Approve Student Technology Fee Abstract Forms to an Action Item. *Passed.*
- ASB-16-W-13** Approve to the Student Technology Fee Abstracts and Prioritize the the Wacom Tablet as their First priority and Force Manufacturing System as their Second. *Passed.*
- ASB-16-W-14** Approved the Removal of the Student at Large Position Holder for Committee for Undergraduate Educations, and the Committee Appointments. *Passed.*

*Belina Seare, AS President, called the meeting to order at 9:08 a.m.*

**I. APPROVAL OF MINUTES**

**MOTION ASB-16-W-7 by Brock**

Approval of the Minutes from January 15<sup>th</sup> with written edits.

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

**II. INFORMATION ITEMS- Guests\***

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

**A. SPAC Proposal to Subcommittee**

Opsal the AS Assessment Coordinator said that assessment has hit a major problem due to lack of foresight. They have a lot of problems with the attendance of the committee members. They

think it's going to be a problem from now on. Every week that they don't have quorum it causes problems in the schedule. Replacing members wouldn't be efficient because it would take two to three weeks to train new members and that would also cause problem in the schedule. Brock said they are proposing SPAC to be a subcommittee and having it Board approved today. It's a special circumstance. People haven't been showing up and they have only had one person consistently coming up. They need to get SPAC recommendations pushed through so Personnel Committee, Budget Committee and the Board get to see it and approve everything. The other members aren't able to attend and they haven't got any communications for weeks. Dove asked what the line of accountability for them if they are AS employees? Brock said it's a volunteer positions, so they can't do anything about it because it's not on their job description. Seare said it would be so helpful to at least get a no. Opsal said they gotten any response from them. Brock said any they have tried multiple times. If they show up, great, they will still continue to try and reach out to them but until then, they need to keep meeting and review the documents.

Emma Palumbo left the room 9:20am

Eckroth said would it make more sense for this to coming as a change to the SPAC Charge and Charter? Brock said perhaps later on. They are wanting to restructure the SPAC process later on. Opsal said SPAC went through an assessment and it said that the process is too long so it needs to be restructures. But for now, it should stay as close to the original structure until they figure out how that process will look and this is the close as they can get. Brock said it's great that the student at large position is the one that wants to continue. Opsal said it would be one less group approving it before it goes to the Board but there would still be eyes on the recommendations. Brock said the process would be similar but it wouldn't be stated as SPAC approved.

***MOTION ASB-16-W-8 by Eckroth***

Approve to Move the Proposal to Make SPAC a Sub Committee to an Action Item.

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

Palumbo Entered the Room at 9:25am

***MOTION ASB-16-W-9 by Eckroth***

Approve to Suspend the Rules of Operations in the SPAC Charge and Charge to Operate Without Quorum and Voting Members Brock, Opsal and Rosenberg for the 2015-2016 Academic Year.

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

**B. We Should Run for Office**

Griffin Crisp the Representation and Engagement Programs Director said the last three years they did an event called "Elect Her" to empower and educate women to run for office. Funded by AAW. They changed the name of the event to be more inclusive to all genders. This will focus on the different identities when running a campaign. They will have caucus spaces so groups can talk about the issues they face when running a campaign. Seare said is this preparation being done only within the REP? Crisp said no there is a committee who is working on this event. Brock asked how are the caucus spaces being decided on and who will be facilitating them? Crisp said they invited people to facilitate and there will be a queer caucus space, a students of color caucus space and general space? Seare said will these caucus spaces

be going on at the same time? There are intersecting spaces. Crisp said that will be a problem they face and they are thinking about switching in the middle of the session for people to go into the other spaces, but for now there is just one time set aside for the event. Ramos said the reason they ended up that way is they haven't been able to figure out what works best. Crisp said if they did it for three different hours, people would have to wait to go to the next groups and it would take a while. Ramos said they can bring intersectionality into those spaces too. Eckroth said if they have more space, perhaps having more groups? Crisp said the event can only serve 50 people for food which is a light breakfast and lunch so they have to keep it at what they can afford. Brock said is it going to be first come first serve or just cut it off right at 50? Crisp said it has to be at 50 they haven't had an issue with that in the past. Brock asked what the attendance was last year Eckroth said 39 people last year.

***MOTION ASB-16-W-10 by Eckroth***

Approve to move the We Should Run for Office Proposal to an Action Item.

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

***MOTION ASB-16-W-11 by Palumbo***

Approve to approve the We Should Run for Office Event.

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

**III. ACTION ITEMS - Guests\***

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

**VI. ACTION ITEMS - Board\***

**VII. INFORMATION ITEMS - Board\***

**A. Student Trustee Selection Committee**

Seare said this committee selects the top candidates for the yearly Student Trustee position to get approve to go to the governor. The current Student Trustee is Seth Brickey Smith and last year it was Carly Roberts. This committee has AS President, the current student trustee, another Board member, a couple students at large and Eric Alexander as the Advisor. Dove said he was on it last year and it was pretty short process. It is like a hiring committee but without any interviews. Seare said if anyone is interested in this, they can't apply for the Student Trustee position next year. Eckroth said what is the selection process for the applicants? Dove said they chose 3-5 people to go to the Governor and the Governor picks the finalist. Dove said he would rather not serve on this committee. Ramos said she also doesn't want to be on it. Ríos said he also doesn't want to be on it. Seare said she will decide who the other Board member will be later after talking to the remaining interested Board members.

**B. Student Technology Fee (STF) Abstract Forms**

Dove said he wants to move this to an action item if they thought it was okay because the STF Committee needs a decision quickly. They only have two abstracts this year so it shouldn't be hard to rank them. The committee would like the Board to prioritize them today. They have plenty of funds for both of them, but they are still looking for prioritization. The STF is a self-imposed student fee of \$35 per quarter. Part of which goes to technology infrastructure and

part of it goes to the initiative funds which is what the committee deals with and they allocate funds to proposals such as these. Seare asked how many students are on that committee. Dove said students are the majority. For the initiative part there are two students at large and himself and two faculty. Seare asked if the student positions were filled. Dove said yes but he has to check with one. The first abstract is for Wacom Tablets for Digital Art and it's a drawing tablet to do design on the go. Any student can check it out. One is \$300 and the person is asking for 10 of them. The second abstract is force measurement system (FMS) for a number of manufacturing machines. It really helps scale create better accuracy for manufacturing machines. They would be building this themselves which is cool. Brock said she likes the tablet one is good because other students can use it and engineering gets a lot of support from the state compared to the art department. It is a relatively low cost per unit. Eckroth said has that art department got other tablets in the past? Dove said he isn't sure. It says in the proposal that they don't have them currently and they went out and bought their own. Eckroth said he knows that proposals for tablets come a lot. He wouldn't want to prioritize one over the other. Ramos said she likes the tablets abstract because the person wanting this is about to graduate and it would be for other students not themselves. Dove said art department doesn't really focus on designing graphic so this would be good to help out the art department. Eckroth said the department wouldn't pay for the software, does this price come with it? Dove said he doesn't know, the abstract didn't mention it. Dove said these abstracts go to the committee, they decide which ones they want to turn into proposals. Then it goes back to the Board. Brock said if they could do both that would be great.

***MOTION ASB-16-W-12 by Ríos***

Approve to Approve Student Technology Fee Abstract Forms to an Action Item.  
Second: Eckroth Vote: 7-0-0 Action: Passed

***MOTION ASB-16-W-13 by Eckroth***

Approve to the Student Technology Fee Abstracts and Prioritize the Wacom Tablet as their First priority and Force Manufacturing System as their Second.  
Second: Ramos Vote: 7-0-0 Action: Passed

**C. ESC Steering Charge and Charter**

Ramos said they made a couple changes to this to correct appropriate titles and then the big change would be the AS Club Business Director having voting rights. It's passed in the ESC Steering Committee. She doesn't know how she feels about it. That position has never had voting rights, it was more for a point of information. The current person in position wanted to be more involved and matter in the committee. Brock said she doesn't know why it needs voting rights. Ríos asked if the position manages the ESC budgets. Ramos said no it's done by the ESC Manager. Ríos asked what information the position brings to the ESC. Ramos said Nate brings budget information. Rosenberg said the club approves withdrawal requests, she doesn't know whether that position does the appropriate transfers when a decision is made. They have voting rights in Activities Council. Ramos said yes they do approve the withdrawal requests and do the transfers when needed. Eckroth said it should be on that committee, but it shouldn't have a vote. Ramos said they also argued that he is a student and his position. Dove said that would be an argument if it was a student at large. Ramos said they need to change the ESC job titles on there as well.

**D. Space Discussion**

Seare said that she went to Residents Hall Association (RHA) yesterday, and there was one comment about the idea of moving spaces. On February 5<sup>th</sup> they know they have to move out of VU 567 because it is already reserved with the Migrant Youth Leadership Conference. Shalom Murphy the Event Services Supervisor has to give the okay with what spaces are feasible and she said 6<sup>th</sup> floor lobby would be great. A lot of particulars going into that such as trying to close in the sound, putting up signage for when people are walking in. AS far as technology she was thinking about getting microphones as well and a sound system. Hopefully Murphy is going to get a potential lay out for next meeting. All of it will be really important on how people receive what they are saying. One would be having an agenda that is engaging. They have two weeks to prepare some kind of agenda. They have to be intentional about what they bring. There is an opportunity to make their agenda more engaging such as potentially switching from HigherOne. Eckroth said Election Code would be an action item then too which would hopefully bring more awareness of elections. She wants to have a work session to get everything together. She will also be talking to Disability Resources to have monitors so people can read along to what they are saying. AS far as the Migrant Youth Leadership conference, she wants to reach out to Dr. Maria Timmons Flores, a Professor at Woodring College and the person leading the Migrant Youth Leadership Conference that there will be a Board meeting going on and hopefully they can interact with some of those students about getting involved in student government. Seare was thinking about having a bunch of things out like information, resources, food, and AS swag. She wanted to post signs telling students they can ask questions during the meeting. Ríos said so this is not the nook. Seare said no, not the nook, this will be where the tall tables are right before you enter the market. Seare said everyone should think about the agenda items for their work session. Brock said they could use Operating and Enhancement for this. They should have about \$2,500 left in that.

**E. Board Recommendations for New Integrated Payment System**

Brock said Beck Kellow who is the WWU’s Manager of Treasure Services asked for proposal for a new system payment or continuing higher one. Brock said they got an email saying Kellow couldn’t attend that Board meeting and “there is a good chance due to staffing issues they will be pushing it back, maybe a couple weeks or a couple months”. They can use this as a time to decide what they want to do. Perhaps they could discuss this during the work session. Brock talked to Kelly Mason the AS Communications Director and they will help with the outreach on this. They are thinking an email blast and reaching out to KUGS to do an announcement. Dove said he wanted to state that the consumer report may be outdated because federal laws said those fees aren’t allowed. Still good information to look at but it may not be fully up to date. Brock said because Kellow isn’t there, they don’t need to discuss this item at that time, and they will discuss it at the work session or when they can get Kellow to come to the Board meetings.

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

A. Committee Appointments

**Campus Dining Committee**

Emiliano Farias	Political Science	Senior
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**Legislative Affairs Council**

Andrea Tompkins	Fairhaven Interdisciplinary Studies	Senior
Losa Berhane		

**Peter J. Elich Excellence in Teaching Award**

Samantha Grosslight      Biochemistry      Junior

**Robert T. Kleinknecht Excellence in Teaching Award Committee**

Lauren Alfiler      Behavioral Neuroscience      Junior

**Gender Neutral Facilities Guidelines Advisory Committee**

Scout Hartman      Recreation and Fairhaven Concentration      Sophomore

**Excellence in Teaching Award Committee**

Neal Iversen      Chemistry      Senior

**Student Rights and Responsibilities Code Review Committee**

A Blyth      Interdisciplinary Studies      Junior  
Glen Eggers      Chemistry      Junior

**Student Conduct Appeals Board**

Angelita Hernandez      Spanish      Sophomore

**Student Rights and Responsibilities Committee**

Maggie Stuefloten      Political Science      Senior

Dove said that he would like to make a change to the Committee for Undergraduate Education. They are not on the committee appointments but they are already on the committees, he would like to retract the current appointment. This person was appointed half way through the year last year and haven't showed up this year. They said they were working on a campaign and they gave a date and assumed that they would show up after the campaign ended but they didn't. Last week he sent an email about that there is only one student at large on that committee and others want to be on it. He has sent numerous emails about it and hasn't heard anything back so he wants to get a student on that committee.

***MOTION: ASB-16-W-14*** by Eckroth

Approved the Removal of the Student at Large Position Holder for Committee for Undergraduate Educations, and the Committee Appointments.

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

**IX. BOARD REPORTS**

**Belina Seare, AS President** reported that Iris is here from RHA. At RHA they have a full room of students engaged. Seare came in to RHA and talked. There is a part for the AS. Maybe they could all make an effort to attend sometime. It was refreshing to see engaged students, they could start reaching out to different places on campus to go to their meetings. It helps getting the out of their elements. AS far as the conference funding, she hasn't got a chance to work on it, and if anyone wants to work on that with her, please do. She has been looking at restructuring talk times and will be scheduling those talk times soon. During the talk times should would like to revisit the Board

Priorities how each of them are working towards those. She feels like it's time to come back to those. USSA sounds like eight students are potentially going. Eckroth said opening up the application process on Tuesday 1/26/2016. He will be drafting email to get more outreach. All of the expenses would be paid for. Seare said a perfect to go to RHA and speak about that opportunity too. Last year they looked at other funding sources like the Diversity fund, in order to send more students to that conference, Eckroth should look into those. As for getting back in the flow of things, they should start thinking about the Board updates with the AS Review again. As for the Board work session, they have a few dates available and she was thinking rotating facilitating like one meeting it's her, the next its Dove and so forth. They had a good agenda last time but they didn't get to everything and they didn't have any others planned out.

**Abby Ramos, VP for Diversity** reported that Nate Panelo , the ESC Manager had his baby and is currently out and will be coming back part time in February. The ESC is trying to figure out what to do with those changes. They will be having a forum February 24<sup>th</sup> to meet with administration such as Bruce Sheppard, some of the Vice Presidents, the Board of Trustees, and Renee Collins who have some influence on the renovation and movement of the ESC. Some of the focus has shifted a bit and it's not decided yet. They are wanting a different building other than the bookstore now. She will be writing a Board resolution to bring there. The ESC will be voting in a new group for undocumented students and providing resources for them. February 9<sup>th</sup> there will be unbiased training for reporting in regards to sexual assault prevention. This year before hiring, the ESC will be doing a resume building workshop and she will be talking to the Personnel Director more about that.

**Zach Dove, VP for Academic Affairs** reported that Faculty Senate is going through with getting feedback on their proposals for inclusion and equity. They are will be voting for a project pilot program for the anonymous professor feedback throughout the quarter. There will be a workgroup created. Molly and him have been working on a list of student who would be interested in working on that. They are trying to get it done by the end of Winter quarter and trying to get the technical aspects done right so its anonymous. They got a Board Assistant hired and her name is Annabelle Barrett, so they will see her around the office. The Psychology department is trying to implement a GPA requirement for the 301 course which is a huge equity issue. Academic Coordinating Commission (ACC) feels the same and have said they have to find another way of managing that problem. He will continue to give them updates on it. If they know students who would be effected by that, please send them his way. They can invite the chair of the psychology department to the Board meeting if they want him too.

**Patrick Eckroth, VP for Governmental Affairs** reported that Viking Lobby Day (VLD) went great. 79 students came to have 120 meetings with legislators. Almost all went well. Students got a chance to share their experiences. There were only a couple that didn't go well. A legislator, Dick Muri said something to a student then found him on Facebook to reiterate his statement which is unprofessional. He left how to respond up to Josie Ellison and the student. They are letting the student respond the way he wants to with their support. Luckily only a couple meetings were like that. A lot of people were receptive to their agenda, a lot of legislators were shocked that they didn't get the student success package. They got around 60 online responses to help start crafting the local agenda in the next couple weeks. They will keep the survey open for a while. Last night they had the Coco Committees and Candidate event and there were 15-20 people who were interested in the Board positions which was great. They asked a lot of questions. Overall it was a good event. They have another elections event coming up in February called We Should Run for Office. Seare asked about doing something interactive during the February 5<sup>th</sup> Board meeting about the local agenda. Eckroth said yes that is a good idea.

**Hannah Brock, VP for Business and Operations** reported that yesterday they looked at job descriptions in Personnel Committee. They looked at the Bike Education Coordinator and Trip Leader positions. They are trying to combined trip leaders and Western Outdoor Orientation Trips Leaders to the same training. This will have better training program and keep people for a full year instead of an unorganized system. The Outdoor Center has been putting good work into that. She is all set to reworking the Reserve Policy, she will bring all the numbers next week. Business Committee is meeting today and looking at the first round of budget proposals.

**Israel Ríos VP for Activities** reported that Activities Council (AC) approved a lot of Large Event Opportunity Fund requests. They still have \$2,000 left. Please reach out to the departments they oversee and let them know they still have money other than the Environmental and Sustainability Programs (ESP), the Viking Union Gallery and the Outdoor Center (OC) because they met their max. An issue that happened in AC is that one club has been asking for funding for a conference from AC and Departmentally Related Activities Committee (DRAC). They are both funded by Services and Activities fees, and it would be double dipping.

They are voting on it next week and looking into the process a lot. DRAC is the universities version of their Activities Council. It's what Western Front and Klipsun get their money from. They are getting \$3,000 from AC and then again through DRAC. It's for a Music conference in Yakama. Seare said her reaction is that it is not wrong to utilize the resources on campus but yes, the bigger student impact on the overall cost. Ríos said usually they get funded only through DRAC. They are not declaring themselves a DRAC group so they can continue to get funds through them. AC is looking at the process to get some groups into DRAC because they have more money for individual groups than AC. He is working on a leadership panel for Western Preview.

**Emma Palumbo VP for Student Life** reported that there are still student position on the Gender Neutral Advisory Facilities Guidelines Committee. It would be really great if they got all four spots filled. She went to Viking Lobby Day and it went really well, props to Eckroth for organizing it all.

## **XI. OTHER BUSINESS**

*Belina Seare, AS President, adjourned the meeting at 11:02 a.m.*