

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

Friday, February 26<sup>th</sup>, 2016 VU 567

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

**Guest(s):**

**Advisor:** Eric Alexander (Associate Dean of Student Engagement and the Director of the Viking Union Facilities)

**MOTIONS**

- ASB-16-W-30** Approval of the February 12<sup>th</sup> 2016 AS Board of Directors Meeting Minutes. *Passed.*
- ASB-16-W-31** Approval of the Proposal for Four ESC to go to the USSA Trip to Move to an Action Item.
- ASB-16-W-32** Approval of the ESC Student Funding Proposal Not to Exceed \$5,000 as an Underwrite from the Board Discretionary Reserves with the Stipulation That There Will Be Reflections.
- ASB-16-W-33** Approval of the KUGS SPAC Recommendations.
- ASB-16-W-34** Approve the Disability Advocacy Committee Charge and Charter with the removal of the VP for Business and Operations, the minor edits and changing the quorum to allow for the committee to still meet and discuss items.
- ASB-16-W-35** Approval of the Consent items with the edits to the Leadership and Diversity Scholarships.

*Abby Ramos, VP for Diversity, called the meeting to order at 9:09 a.m.  
Belina Seare (President) arrived at 9:15am*

**I. APPROVAL OF MINUTES**

**MOTION:** *ASB-16-W-30* by Palumbo

Approval of the AS Board of Directors Meeting Minutes from February 12<sup>th</sup> 2016

Second: Brock Vote: 4-0-2 Action: Passed

**II. REVISIONS TO THE AGENDA**

Gender neutral Restroom Discussion removed because the guest representative could not make it to this meeting.

**III. INFORMATION ITEMS- Guests\***

**A. Ethnic Student Center Multicultural Resolution**

Palumbo suggested taking out all the acronyms in this to make sure it's really clear. Brock said they could also use the Peabody format and have definitions in the beginning if Ramos wants to use acronyms. Ríos said he has a question about the "whereas, western population for students of color has only increased 25% over 36 years" and the "Ethnic Student Center has remained in the same space for 25 years" make it's seem like there hasn't been much of an increase in 25 years. It doesn't highlight the need for a bigger

space like it should. He will see if there is a different way to word it. Eckroth said “shall” in the last sentence should be something stronger like “must provide”.

## **B. SPAC Recommendations – Veterans Outreach Center**

Opsal said the first recommendation for the Veterans Outreach Center (VOC) is dissolving the VOC as a center and an office while continuing the AS-funded student employee position. Past three years they have been working with the Veterans Services Office (VSO) more. Some of the proposed changes to the position is that it would be a dually supervised position. Brandon Quackenbush, the current AS Veterans Outreach Center Coordinator said the VSO have expanded and the AS’s office hasn’t expanded. Also the VSO expanded their outreach to the veterans’ community and the Veterans Outreach Center is having a hard time doing outreach. They shouldn’t compete with that office. They can be over there to help with their outreach. The current VOC has a weakness in event planning. Brock said this position would have a new job description and the title would be called Veteran’s Community Coordinator. Palumbo asked if they spoke to VSO Quackenbush said yes and they also agree it’s a good move. Ríos said do they have any other offices that pay for a position like this? Brock said yes, the Alternative Transportation Coordinator is in the Office of Sustainability and paid through the AS and is dually supervised. Ríos said he doesn’t like to pay for university offices. Brock said the amount of people coming into the office have declined because they keep going to the other office. This would help focus on event planning which would still be AS events. Brandon said yes, currently if students come in for advising, they recommend VSO anyways. They would reduce the hours to 10 hours a week instead of 15 hours a week as well. They will report to Hayden too. They have been trying to put in protections in the job description to make sure it stays AS event focused. Opsal said they will move the office hours to hourly for a 10 hours a week. There will be some weeks that this position won’t be needing to work and then some weeks that they need to work more. Gives them more time around the major events they need to put on. Opsal said another recommendation is they wanted to reduce the event requirement to one per quarter. This would help give that flexibility and time for community building. Hayden said Quackenbush has done a great job talking to the registrars and Ann Beck over there. They did an assessment of current veterans using the two offices and they found out things that reinforced what they are thinking. They don’t know about VOC much. The needs for programming is different. They want to be more present in a place they are already congregating veterans instead of in a totally different area. Opsal said there are some clubs on campus that deal with veterans issues. They left this open for the new possible ROP position. Quackenbush said they have strong clubs and this would assume a pot of money sets aside in the future so they can encourage that growth in those clubs. Opsal said the fifth recommendation is to change job description to reflect the dual reportage, reduced event requirements and name change. They would be reporting to Casey Hayden and the Assistant Director of Veterans Services.

## **C. Club Activities Office**

Hayden said the biggest change is changing the current Club Coordinator positions to two club support specialists. They want to split the duties of one position and have more specialized support. Events are not in the support specialists position right now it’s only in the Club Coordinator position. That position though has a lot of different things which makes it hard to have all the event duties on the Club Coordinator. That’s why the Club Coordinator would split into support specialists and thus having more spread out support for students. They are not quite coordinator level positions. They are still office based and they will have tasky roles around their projects and no student position would supervise any of the

others and they won't be at the budget authority level. They came up with the word facilitator as a type of position. One position for promotion and outreach and one for training and development. They did this because they saw holes they can fill and better support. They want to make sure new club leaders know enough to be an effective club member. They can provide more online trainings and more on-boarding sessions. Palumbo said for Management Council the Club Coordinator sits on that currently, how would that work now with two positions? Hayden said the Club Coordinator sits on Activities Council and Management Council right now and they would be in the facilitators job descriptions. If they get approved for two, they would have one positions go to Management Council and one sit on Activities Council. That could be up to the councils though, they could say they only want coordinators and director level positions. Hayden said another benefit would be reportage of the students because when they built the structure they had now, they didn't have Jenn Cook, a Student Activities Advisor. The new structure would have two students report to Cook and two students report to Hayden. That would allow for a balance in the office and that allows us to specialize a bit. It would still be a cohesive group. Opsal said another recommendation is to continue the revision to the club recognition policy. There are issues currently. They have to figure out how they work in relation to religious groups, Greek letter organizations, or departmentally sponsored groups. Hayden said they aren't proposing to have a Greek system. The current system doesn't address what the AS wants. The policy doesn't give clear guidance on the club acceptance policies. It hasn't been revised since the 1980s. they wanted to keep the attention on this for the next couple years. Opsal said the last recommendation is the AS Club Business Director. Last time the Board say this, they moved the position to 19 hours a week, to director level, and physically moving the position down to the Club Hub. This was out of a temporary grant. This recommendation said all of those changes were good and they would like to continue it. The increased hours have been used. The summer planning hours really helped as well. Opsal said AS Business Office isn't coming through SPAC anymore because this recommendation was the only recommendation that office had.

#### **D. Resource and Outreach Programs (ROP) Proposed Restructuring**

Hayden said this is a big change. They can try to introduce it in 20 minutes but they will probably have to come back again to continue introducing the changes. This is a proposal and an information for future revisions. They are asking the Board to direct the AS Budget Committee to direct funding this way. They are asking the Board to prioritize funding for a new ROP staff member. They are also wanting to ask the Board to refrain from reducing the current budget because the savings will be needed for future. Currently they have \$149,000 for the ROP budget in total, they want to make sure it's not reduced. The real thing that needs a vote is the outcome of the Sexual Awareness Center (SAC). Hayden said they included the summarized rational behind each of these proposals. They need a VU staff member to support the ROP students. They think it would be beneficial to have a full time staff helping take the burden off of the ROP students. The ROP Student Director have continually been burnt out due to the work being so challenging. They aren't talking about just the past 2 years. The past ROP Directors talk about "surviving the position". He thinks it's a trend because the nature of the work is taxing. The scope is so huge for one student to try and manage and its a half time student position. That position doesn't feel like they are enough for everyone and they are spread too thin. There are benefits to expect from this proposed change. The new position will be able to build more momentum and have long term working relationships with departments across campus. They will be building opportunity around campus for the needed and wanted changes. They will create positive pressure towards improvement. They would advise the advocacy groups too. They currently put this social change work on students saying only students can do it. This is an opportunity to say that's not true and the staff can be there with the students. The work is so emotionally taxing and connected to personal identity. He has been the advisor for the past two years. He can do some

of this work, but the most he can give is half time as well. They will also have the training benefit, they are looking for someone who is specifically trained in these fields and has more expertise around these issues. They will have the ability to handle the scenarios that come up. The position would have the knowledge of the Bellingham community as well. This person would help with trainings for the AS. The AS currently has a structure where one full time advisor has oversight of 7 programs that other campuses would have several professional staff members assigned to lead in those areas. This isn't out of the realm of what is going on, on other campuses. Eckroth said is there a potential for having this staff support and advising while having a student lead position too? Hayden said the Board can decide what they see as fit. The way they are looking at this position is that it would be a person with a specialized background. Maybe not education like a degree, but would have put a lot of work into these areas and have knowledge of these challenges. They could create a dynamic they don't currently have. He is envisioning the position to be more like KUGS and Publicity Center who is managed by a person who has expertise and a specific expertise for that area. Outdoor Center use to have a student director before changing it to a full time staff manager. The distinction is around this question; how much do we want to create an advisor position vs having the student autonomy. Ramos said completely agree staff advisor. She would also like to see a year with a student position too to see how they collaborate. Hayden said the way the timing works out, they will hire a student ROP director for next year, and move forward the Professional staff as quickly. So either way they would have the ROP director for the year and get the professional staff going as soon as possible. Hayden said as for the Sexual Awareness Center being dissolved, there is clear data and they started collecting it last year. The utilization is mostly the safer sex supplies. They don't stick around to use the other resources and they just grab and go. The center for a number of years has been in a phase of not knowing what it's doing. Most of its events is co-sponsored. Babeland most popular was originally the Queer Resource Centers' Event. It almost happened the last time they went to SPAC. Last year's ROP Director did a lot of research about it and they recommended the SAC being dissolved too. This year's ROP Director and the current SAC coordinator think it should be dissolved. The newly hired SAC staff see the logic of why it needs to be dissolved. They want to still have the supplies offered but not the office. Another office will pick up Babeland as an event. The resource library never gets used in the office. There isn't really peer advising going on. Ramos said agrees that it's outdated. Potentially creating a student health office not just sexual but giving health resources to other marginalized identities could be good. They have heard about the wellness center but they don't want to go there. The AS has these offices so that students can go there if they don't feel going to the university offices. Hayden said that's good feedback. He got excited about that idea to and taking a broader stance on health concerns. He hasn't heard a lot of traction from students. He thinks that for next year, they should not hire this position for next year and look to see what the students need. Eckroth asked how involved was SAC in with title IX? Hayden said the ROP offices weren't involved. The individuals who wanted to be involved were or individuals who were asked. It was a sign and not a good sign about the ROP too. Their programs aren't operating at a level they could be called upon and the university didn't think to reach out to their programs. Ramos said they are the only one that sits on the taskforce and its hard to get other students on it and one reason is the relationship is not there. Seare said they haven't had a chance to look at this document but she will for the next meeting. She appreciates all of this. Hayden said he will come back next week and they will dive more.

## **F. ESC student funding USSA**

Ramos said the amount they are requesting is 5,000 from discretionary reserve instead of Operation and Enhancement. The Legislative Affairs Council (LAC) is sending 12 students to USSA and they want 4 from ESC. Steering doesn't have enough funding to send the four students and \$5,000 is a huge impact

because 17 clubs that are utilizing that money. They aren't very supported of it because it's a lot of money. They can get the food for these individuals though. It would be registration, lodging, flights in this proposal. Flights have increased though so the price may change. Eckroth said they had a lot more applications for this conference with only 16 last year and 43 this year. It's a very important opportunity for federal lobbying efforts. Ramos said they will be going specifically for the ESC. Ramos wants to get it approved today as well for the prices. They want to make sure they have the money today. Ríos said so she is requesting \$5,000? Eckroth said the flights have gone up a lot. Ríos said how much are they spending for this conference specially? Eckroth said flights \$10000 for all 16, hotel costs are \$2,400, \$1,500 for registration and they got a bigger discount on registration and about \$150 for food. Eckroth said it's pretty reasonable for sending 16 students across the country to a place that is not really affordable. Ríos said that means that the extra \$5000 on top of that? Eckroth said about \$13,000 from LAC and \$18,000 total for all 16 students. Ríos said that's over \$1,000 per student. Eckroth said this isn't as bad as the federal lobby trip, the other trip the Board does is more expensive because they do it with Bruce Shepard. Ramos said it is a lot of money, however but it's a way to utilize student dollars that haven't been used. It would be used for a good reason; one being increased access for students of color. It is a lot of money, but they have that money there to use for reasons like this. Ríos said he still thinks it's a lot of money, he all for supporting students and yes they have a lot of money, but they could better use it here. Eckroth said there are benefits to going to this that aren't recognized to sending student on the federal lobby trip. Palumbo said how many people went last year? Seare said 10 went through LAC and three students went on their own expense. Seare said USSA is new and going through a bigger transition and it's a good network. After this next conference they should look into doing a better assessment on how it actively helps their campus. Palumbo ditto. Ramos said she personally doesn't like USSA and she didn't want to potentially have 4 students of color miss out of this. Palumbo said she would feel comfortable if they make sure they do an evaluation afterwards. Not just to send people without assessing its worth. Ramos said they can sit down afterwards to make sure they get a concise description of the trip. Eckroth said LAC makes them submit a reflection. He can bring it to the Board. Eckroth said he can send them the National Student Congress reflections too. Ríos said asked about the selection criteria? Eckroth said since there was 43, after reviewing them, found those on consensus they all didn't think should go, then ranked the remaining candidates from there. There is specific criteria on LAC website. Palumbo said what about the other 4 how will they be selected? Ramos said LAC has alternatives. Palumbo asked if they were told if they are going or not yet? Eckroth said yes. Seare said this needs to be approved today? Ramos said yes.

***MOTION: ASB-16-W-31 by Eckroth***

Approval of the Proposal for Four ESC to go to the USSA Trip to Move to an Action Item.

Second: Ramos

Seare said they can have discussion now. Ríos said if they don't fund it, how will they get funding? would LAC have to? Eckroth said yes, but the LAC reserves would start to be depleted. Seare said they would have had this process done in December but getting people on the committee was hard. The conference needed to know how many people were going.

Vote: 5-0-0 Action: Passed

Ramos said she would like to changed to an underwrite so any money not used can go back to the Reserves. Eckroth said he will make sure those reflections are shared as well. Ramos said they can ask those folks to come share their experiences. Seare suggested to encourage it, but can't force to them to meet with the

Board and discuss the trip. When they are crafting that feedback, be intentional about it. They can bring in USSA to see what's going on in that organization, to see if it aligned with WWU's need.

***MOTION: ASB-16-W-32 by Eckroth***

Approval of the ESC Student Funding Proposal Not to Exceed \$5,000 as an Underwrite from the Board Discretionary Reserves with the Stipulation That There Will Be Reflections.

Second: Ramos

Palumbo said she is voting because it would be funded either way. Ríos said they have to be vote yes or it would take a negative impact on another budget and that is inappropriate to as of them.

Vote: 4-0-1 Action: Passed

Ríos abstained.

**MECHA**

Ramos said this proposal is for \$1,000 not \$5,500. This is for the National MEChA conference they attend every year. They will also be requesting funding from ESC Steering Committee. MEChA is self-funded club so they fundraise all their money. Last year students weren't able to be reimbursed for this trip because they didn't receive enough funding. They are coming to request money for 12 students to attend this conference. They have two guests here to speak about the conference, Rosa who is the Co-Chair of MEChA and Elizabeth who has been an active member of MEChA for two years. Rose said this is a national conference they have gone to for many years. It promotes students going into higher education and supports their culture and leadership. They have been fundraising for this conference since the beginning of this year on Vendors Row. They have money from that which will help. They are also asking ESC Steering for this amount. They are part of the Education and Social Justice minor. They can ask Woodring to help fund this too. The money would be for traveling, the AS vehicles, lodging for when they get there in Arizona. They want to do that because they are putting on a regional conference at WWU in the spring. Elizabeth said it will contribute to the group on campus. It will empower the students of color and be able to speak up and have a place on campus. They will be coming back from this conference bringing that knowledge and empowerment and be able to engage other students and it's a great opportunity for networking with other students. Rosa said she was part of this conference last year and it was very great experience. She got to bond with the other students within MECHA and build a deeper connection other than surface level relationships. She could have better conversation about the problems they face here and where they come from and how that effects them in their daily lives. They worked on community organizing, literature, art, hip hop, social justice talks, other ways to express oneself and ideas. They took a tour around the community they were in. Ramos said she will be abstaining because she is a member of MEChA. They might not get the \$2,000 they need from ESC Steering Committee either because the budget is so tight. Seare said this money could not be secure through those avenues. If they have come to the Board saying they had to pay out of pocket and they weren't able to get funding this year, they would be perpetuating it. perhaps they should consider increasing the amount. Ramos said this university exploits MEChA in a way, they utilize their knowledge, they use the Low Rider show in Back to Bellingham. This helps develop skills within that community. They will be having the conference in the spring and that will be open conference to the general public. Ríos said students having to pay to attend a conference is not a rarity. In almost all AS Activities Council meetings, students have to pay for their conferences. He has a couple question on the budget, are they renting a car? He suggests not going through

the AS with gas prices so cheap, it will be cheaper for them. The conference is in Tuscan, why are they going to LA? Rosa said on the way back, they want to stop in LA and go see some Latin America Art museum. They have MEChA connections down there too. It's so they are building connections down there too. Ramos said they will be seeing this next week.

#### **IV. ACTION ITEMS - Guests\***

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

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

##### **A. KUGS**

Opsal said there were a couple of alterations from last week. One of the changes was “the possibilities for achieving this task could include contracted programs, student employment, or a grant”. In the seventh recommendation they added the language “additionally, the continued connection of the two media programs is in line with industry standards. It is not advised that the advising of KUGS and KVIK be split.” The eight recommendation they added the training documentation they use when training new KUGS employees and volunteers.

##### ***MOTION: ASB-16-W-33 by Eckroth***

Approval of the KUGS SPAC Recommendations.

Second: Palumbo Vote: 5-0-0 Action: Passed

#### **BREAK from 10:51am to 10:58**

##### **B. Student Disability Advocacy Committee Charge and Charter**

Ramos said they duplicated the words “Charge and Charter”. Also they are removing the VP for Business and Operations position. They could make her position non-voting to even out quorum if they wanted. Ramos felt that the DRS will have more information than her position. They oversee more than one subject too. Ríos said as the chair they don't have to have that knowledge, but it is good to have leadership positions spread out.

Hayden said do they want to talk about having the meetings without quorum, they can still have a meeting just not vote.

##### ***MOTION: ASB-16-W-34 by Ramos***

Approve the Disability Advocacy Committee Charge and Charter with the removal of the VP for Business and Operations, the minor edits and changing the quorum to allow for the committee to still meet and discuss items.

Second: Ríos Vote: 5-0-0 Action: Passed

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

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

#### **A. Committee Appointments**

#### **B. Scholarships**

Ríos said he worked on the Campus Activities Scholarship. They clarified the language for the for the letters of recommendation. They also changed the essay question. Ramos said they worked on the Diversity Scholarship and clarified language around the recommendations. She would also like to change it from a 2.5 GPA requirement to a 2.0 requirement. For those who are doing a lot of social justice work, school doesn't always come first but they could be doing amazing things for their community. Seare said she didn't have a committee to work with on the Leadership scholarship because the ROP Director position is unfilled at the moment, so she wanted to have this discussion as a Board so it is not just her making changes. Seare said she would like to drop the GPA requirement totally. Ramos said she would also like to drop the GPA requirement off the Diversity scholarship. Palumbo said all scholarships have the GPA requirement. Ríos said for students who are going to continue going to campus. they should make it sure it's going to be contributing campus. alexander said if they are below 2.0 students would be on academic probation. Ramos said but GPA barrier. They could not make it a requirement, but say they can put their GPA if they want. Ramos said she would also like this for the Diversity Scholarship. Seare said here is the three essay questions she was thinking about. The first being, "describe your leadership and what motivates you to be a leader in collaboration with others". The second question, "what have you learned from challenges you have faces and how has that influenced your leadership". For the third question, "how does your leadership engage with others". Seare said she also wants to have some sort of collaborative aspect. Hannah said they could combine one and two if they need. Seare said they could phrase it "describe your leadership style and what motivates you". Seare also wants to change the first question to not to exceed 500, the second not to exceed 400 and the third one not to exceed 250.

#### **C. PC Distribution Coordinator JD**

Ramos said they added having to ride a bike because they will be using the new bikes purchases with the Sustainable Action Fund. Seare said they should consider making it less abilist.

#### ***MOTION ASB-16-W-35 by Eckroth***

Approval of the Consent Items with the Edits to the Leadership and Diversity Scholarships.

Second: Palumbo Vote: 5-0-0 Action: Passed

## **IX. BOARD REPORTS**

**Belina Seare, AS President** did not give a report.

**Abby Ramos, VP for Diversity** reported that Tuesday they had the ESC forum with administration. Eileen Coughlin, Ted Pratt, Renee Collins, Eric Alexander, Nick Sanchez and others were there. The conversation happened and they talked about the next steps. They asked Eileen to look into expenses. A student fee will be asked of the students at some point. They did say that they won't have more than 40% from student fees and the rest from university. Seth Brickey-Smith, the WWU Student Trustee, Karen

Lee, Bruce Shepard, Barbara Sandoval discussed March 3<sup>rd</sup> Board of Trustee's meeting and they are looking for room. They will be talking about the responsibility of their positions and the Board of Trustees, how they intertwine, and how students should be utilizing the AS. essentially they will be figuring out the chain of command. They want to make the process clearer. They need to discuss another avenue if students don't feel they can go through the AS. If students aren't trying to go through the AS, how will their voices be represented? They need to understand why students aren't going through their avenue. Next week there is an ESC workshop from 3-5pm and the Career Service Center will be there. This will be time to work on cover letters and resumes for AS positions. They are doing this to get more students of color in the organization. This will be in Academic West (AW) 304 in computer lab.

**Zach Dove, VP for Academic Affairs** did not give a report.

**Patrick Eckroth, VP for Governmental Affairs** did not give a report.

**Hannah Brock, VP for Business and Operations** did not give a report.

**Israel Ríos VP for Activities** reported that Communication Committee meeting talked about Viking Village. They are trying to get AS to take it over and there is pretty complicated ownership of Viking Village. AS Pop Music tried to have a large music event and it fell through. They got \$22,000 large event opportunity. This brings the new total to \$24,000. There will be a demonstration for WWU Students for Life. The club hub is going to be trying to make sure they have enough signage to notify other students that a demonstration will be taking place. If they have any ideas on how to get the word out, let him know.

**Emma Palumbo VP for Student Life** reported that she attended the Campus Community Coalition meeting at Northwest Indian College. They are working on collaboration with them, Whatcom Community College, and Bellingham Technical College. They are trying to come up with an updated list of folks addresses. This is in case of an emergency like a house fire and nine students were effected, the university can't get ahold of them to give them needed support. Dr. Shiva was incredible they are still working with Edens North about the hot water issue. Students went a month without it and they said the reimbursement would be about 51 cents a day which would be about 18 dollars total. They are request of the meeting to talk to the folks in housing about the refund.

## **XI. OTHER BUSINESS**

Ríos said he wanted to throw out the idea putting out the notes of the Board work sessions because he thinks they are inaccessible. Alexander said they are supposed to post notes.

***Belina Seare, AS President, adjourned the meeting at 11:39 a.m.***