

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

Friday, May 20th, 2016 VU 567

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

Guest(s): Bill Martin (Student at Large), Kunle Ojikutu (Assistant Vice President for Enrollment and Student Services), Raquel Wilson (Business Manager), Osman Olivera (AS Business Director), Josie Ellison (Student at Large, Former AS VP for Academic Affairs 2013-2014), Yuliya Rybalka (AS Personnel Director), Stephan Magnuson (Outdoor Center Coordinator), Frederick Collins (Assistant Director of Viking Union Recreation).

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

MOTIONS

ASB-16-S-31 Approval of the VP for Diversity's Job Description. *Passed*

Hannah Brock, AS VP for Business and Operations, called the meeting to order at 8:35 a.m.

I. APPROVAL OF MINUTES

II. PUBLIC FORUM

III. INFORMATION ITEMS- Guests*

A. Counseling, Health and Wellness Services

Dr. Ojikutu said they are here to present their budget. They have two distinguished student members of the advisory committee, April and Kevin. They are members of the Health Center Advisory Board. They presented it to the advisory board and they approved of this budget. He gave an overview of what they fee supports and it is a 100% self-sustaining budget. There are three different parts to the budget, the Student Health Center, Prevention and Wellness Services, and Counseling Center. Part of the funding for the Counseling Center comes from the state. Unfortunately, the funding from the state has been reduced over the years. They are here today to request additional funding. They aren't asking for new services or create additional positions. It would be support what they are already doing and support the benefits that are here. They didn't come last year for increases. Western was required to get a 3-4% salary increase. Last year they are 4% over what they budgeted for which is about \$200,000 dollars. They will be in the over budget again this year too if they don't get an increase. Salaries have to be paid. Its required by law to pay people. That's the reason they are coming, salary increases. The other aspect of that budget would be the risk reduction and drug prevention budget. They have money to budget right now for students who are cited for drug or alcohol use have to come in and pay about \$195 dollars. What they are proposing would be to reduce that amount so that they can help the students and have the incentive for them to come in and they can help them. When students use the facilities, it doesn't

cost them anything. It's difficult for people to get health care in Whatcom County right now because there is not enough. The Campus Health Center provides a critical service. Kevin said they are trying to maintain the services that they have had with this requested increase. Ramos said there was a change in the Student Health Centers' policy, where is a student needed medication, they had to get tested for marijuana. Is that changing? Dr. Ojikutu said yes, they will be changing that. They will stay with the old policy until they a meaningful way to do that. There are some issues when using marijuana and taking certain medications and it can cause major problems. Instead of a blanket policy, they are trying to figure out which ones they have to put that restriction on. They have good records to look at that. It's about safety. Ramos said if a student tested positive for using marijuana, do they get denied medication? Dr. Ojikutu said he doesn't know but he will get back to them next week once he talks to the Student Health Center. Brock said asked about the students coming in for using alcohol or drugs and if these are students living in the dorms. Dr. Ojikutu said yes, students living on campus.

Belina Seare came in at 8:47am

Dr. Ojikutu said they do support the positions who help those students but it's not fully funded. The money they generate help to support that part. He is thinking it will be a less of a fee for students. Palumbo said is this proposed increase for mandatory staff salaries only and no additional services? Dr. Ojikutu said yes, only the staff increases and they only additional thing would be risk reduction part. Ramos said are there any plans to assess what services aren't being fully utilized, such as Prevention and Health Services? Dr. Ojikutu said he doesn't have any plans for that. Wilson asked about the explanation between 2016 and year 2017? Do they have reserves? Dr. Ojikutu said when 2016 passed, they used part of the reserved and part of the savings from some of the positions and they did it to cover it. Wilson said they found themselves in the same situation. The summary of proposal is confusing though and doesn't clearly lay that out. Would there be a surplus the following year if they got this increase? Dr. Ojikutu said they are sitting \$300,000 in reserves. If all fails, they will go in the reserves. And then they will be here next year. They need \$19 dollars, but they can work with \$11 dollars. Ríos asked if they reached out to other students and got their feedback? Dr. Ojikutu said they have students on the committee, and then they go to the Board to get feedback. Brock said they had to do a similar thing this year with their salary increases, everyone was affected. What was the fee increase last year? April said it wasn't raised last year. Ríos said when was the last time the fee increased? Dr. Ojikutu said two or three years ago. Dove said could they send a bullseye out to students informing them of this? Brock said they could also do a survey monkey because it is completely anonymous. Palumbo said if they do get a lot of negative feedback, they should think critically what that means if they don't pass this fee as it could mean lowering services. Brock said they will get who will be most impacted by it, which usually is negative feedback. those who won't be that impacted financially won't take the time to respond most of the time. Ríos asked what the total student fee increases would be? Alexander said around \$75. Ríos said if they look at them all, there are others are trying to add services, but this budget it just trying to maintain services, so that's more necessary than the others.

Patrick Eckroth came in at 9:05am

B. AS Budget Recommendations

Brock said they are bringing a budget for what Services and Activities (S&A) fee approved. They can add anything in, but it can't be in operational costs because they can't change their allocation from the S&A fee. They originally came into S&A with additional \$210,000 in requests. They could not sit back and ask for that amount, because athletics asked for about \$200,000 too. They

looked at a critical look at all the budgets. They reallocated some things. Some were switched from operationalized and to reallocate it through reserves. They voted on what was presented to them and sometimes they didn't get enough documentation and explanation of the request or people not showing up to explain the request. Olivera said the Business Committee took a stronger roll this year. They polished decision packages before bringing them to Budget Committee who only saw ones that Business Committee thought were ready. They talked about challenges and conclusions in the document. They put in grants that were approved last year and this year. They can see what the base budget was and what Budget Committee recommended. Ramos said her budget got decreased. Olivera said yes, both hers and VP for Academic Affairs got reduced to \$500. There were concerns that all of the VP's should have a budget. He wasn't convinced about that. Dove asked about his and why they were lowered. Olivera said the trend was for that budget not to get spent. Dove said he was under the impression he couldn't spend it. Houck said in the explanation it was stated that, that budget was used for Scholars Week and another event. Ellison said that position sits on those committee, and it was originally set up to go to those committees. Dove said he would like to leave his the same. He would like to use that fund this year but didn't think he could. Alexander said the Budget Committee wondered the reason why are these two are able to have Discretionary funds and not others. Should the AS President's Discretionary Fund be higher and they all go through that position? They just discussed that in the committee. Brock said another conversation that was had, the Conference Fund is trying to be created. Ramos said she understands that, but why her budget was cut, she used hers completely. Olivera said to standardized it. Wilson said they look at patterns over the past 5-10 years, not just this year and both of these accounts have been underspent. They were looking at ways for spreading out that cost. They didn't want to cut all of the VP for Academic Affairs budget because they obviously still need something, so does VP for Diversity. Dove said they should give it more time and let his position know they can spend it. Rybalka said they asked an additional \$2,000 for mid-quarter trainings. She requested that amount because it is difficult to plan for good trainings if they don't have funds. The money that they have is for pre-quarter. Since they can't offer the speakers anything they haven't been able to bring really beneficial speakers. They are important to the AS to have those trainings and it's important to pay people for doing that work. Seare said they can pay people? Yuliya said yes, sometimes. Speakers will ask and they say this is how much they charge and they can't pay it or they cancel at the last minute because there is no obligation for them really to show up. Olivera said they looked at the budget, they recommended going to the Board to ask for it, instead of putting it into operating and coming out of student fees. Rybalka said it makes it hard for people to plan with an amount of money that is unknown and it's hard for people who are new to the organization. Brock said she understands that is hard to plan trainings. It would be really nice to get speakers that they can pay. Then they can source from outside of campus and more experience for students. They could go a yearlong grant; they allocate it for a line item. If it is underspent, it goes back into reserves. If they see that it was all used and have great feedback, and it needs to be operationalized, they can. Ramos said not enough people go to the mid-quarter trainings and they have to work on that. There are enough professors on campus that they can bring in. Rybalka said they have sent out so many emails or calls and it's not priority for professors. Adding money is an incentive to any speaker. AS Employees are required to attend the trainings, they have to do some form of training. And they don't know how to get people to go. \$2,000 would be really necessary. She will work with the incoming personnel director. It's hard to plan what is required in their job descriptions without the resources allocated for them to do so. Seare asked about the Board Summer Programs and Discretionary Funds, she thinks they could be lowered. Magnuson said for the FXXOEX, the OC excursion and instruction, they asked for an increase. It is one of their greatest areas of risk. In the proposal they were looking for \$30,000. It would be for the training needs of the excursions and for their student trip leaders. If they aren't allocated anything, that's alright. Their trainings are really low and not on a consistent basis and that puts

them at risk. The rehire shift has changed when they bring in those trip leaders. In their current model, it's very typical white men who have the technical skills and a high level of ability so those are the folks who are typically hired. They also have a lot of white men leading all their trips. They want to bring people in with the interpersonal skills, and teach them their technical skills. They need a good blend. Without the allocated funds for these trainings, they have to cut their high risk programs. He doesn't feel comfortable with the level of training they have to send people out there. Unfortunately, they are the ones that students want the most and they have a waitlist for too. They don't get paid for the trainings and most things outside the trips. For apprentice its \$40 a day. They spend a week long training times in the field and they aren't getting paid. The students aren't getting paid for the trainings they have now either. It a lot more than technical skill development, it takes a lot of personal skills, personal decision making skills. There is a huge part around student development. They can be a technical climber, but they might not be bringing the experience that is needed of them. They lack the decision making skill. They don't look at skills and growth in others. There are state standards as well. They have not been fulfilling those. For example, white water rafting, under their commercial standards they have to have 50 hours minimum on white water rivers before they can take any students out on the river. He isn't terribly upset that they didn't get funding, but that's why they were asking for that much money. It's easy to look at financial trends but there hasn't been an emphasis on the adequate level that they should be training them. Ramos said students really utilize the Outdoor Center too. Magnuson said they turn in money every year, he was trying to frugal in that and respect the student dollars. He was surprised the base amount was all that was approve and that's it. Brock said she is in favor of funding it for a grant, but the amount in operational they couldn't do it, they couldn't raise fees that much. Olivera said they were comparing this to the Resource and Outreach Programs request. They did a lot of work and they did a self-evaluation. They were in constant communication with Board and they approved for that change. Wilson said for Budget Committee to look at decision packages and to see a \$30,000-\$40,000 recommendation they felt it really was the Board who should be funding that. Budget Committee was uncomfortable making that decision. They supported the model. Frederick Collins said they need to figure out where the funding comes from. The only reason they have funding now, they negotiated that contract 15 years ago. They have to keep people safe. It would be for training and student development. So they can concentrate on risk management and concentrate on safety. They are here to build people minds and bodies. They need to relook at how they are doing their jobs. There is a lot of money for concerts but not to train people to go to top of Mount Baker? Alexander said he wants to echo what Wilson brought up budget committees roles. Every year they look at historical trends through a fiscal lens. They don't look at values and programmatic lens. The Board needs to apply their values lens to their fiscal lens. Annually they are not spending all their money. They leave \$100,000-\$300,000 on the table every year. This year they talked about spending grants too. Collins said they have mandatory minimums. They need to keep students safe. Ramos said put it in as a grant and next year see how they can allocate for that and maybe not the full amount. Brock said they could make it a line item in the reserves, it's allocated for the next year and do some critical work for assessment and then bring it to the Board and then they can operationalize it if they chose to. Collins said it makes a lot of sense. Olivera said probably two year grant because a one-year grant doesn't always show its best potential. Then they can bring the whole structure back to the Board.

IV. ACTION ITEMS - Guests*

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

A. VP for Diversity Job Description

MOTION: ASB-16-S-31 by Brock

Approval of the VP for Diversity's Job Description

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

(Ríos Left for 5 minutes)

VI. ACTION ITEMS - Board*

VII. INFORMATION ITEMS - Board*

A. Structural Review Proposal

Brock said she will add the survey results in here too. Dove said the Academic Affairs is badly represented in this model. There is one mention of Faculty Senate. No shared governance mentioned. If this is going to ease the strain by this organization, it doesn't do much. A lot of challenges are academically related. He doesn't see anything that will rectify those struggles. Palumbo said they thought about that a lot. The student senate would be taking a lot to those responsibilities. The way they are thinking the senate, two members of each college, they will be going to University committees, report that information back to the student senate. The student senate president would be going to Faculty Senate. Dove said how does that fix any of the problems? Ramos said that's an institutional problem. Palumbo said basically the student senate would be doing his position. Dove said he gets that, the student senate has a lot of responsibilities but it still doesn't seem like it would be solving the issues they have. Brock said it wouldn't be just the senate president. There would be advocacy groups they could chose to. Dove said it doesn't seem it would fix it. Ellison said they think the decentralize of power is a good idea. There isn't institutionalized help for that role though. They didn't know anything about student senate. There isn't any support for this position. It's really difficult. Eckroth said next year they will get into the details of the organizational support. Dove said there are no guarantee that it will be carried forward. There is a need to focus on academic affairs. Ellison said if the senate power was put more into the document it would be more clear that that role was in this structure. If they don't know the position well, they won't focus on it. Brock said bulk of their work this year was research. They want a document with bare bones for the next year to start to fill in. They need to elaborate more on that side. They will have returners on the committee that will continue the work. Dove said he would like to add that this committee needs to consult with each VP. Ellison said why was the academic affairs portion was spread out and not the governmental affairs? There are potentially ones that could have been better spread out. Brock said academic affairs was the one that doesn't oversee any other offices. It could pass on the work more. Ríos asked what is the vision of the new board? Palumbo said it would be an expanded version of Management Council and Facilities Services. Ríos asked what the difference between the Viking Union Board and the AS Board is. Palumbo said the Viking Union Board would be programs and the AS Board would be more advocacy based. Ríos said for the Multicultural Center Representative he doesn't see a connection. Alexander said it would be specifically for the facility management. Palumbo said the details can be changed, but the structure is what they looking at. They are looking at those larger things. The detail things will come in the next years. To move for next year, they have to look at the larger picture. One specific representative or names of things can be changed in the future. Ríos said what are they voting on? alexander said basically saying that they should keep moving in this

directions. It doesn't have to be a vote. They had to put a little detail for people to fill in the picture. Palumbo said by voting on this, they are saying that they support this direction. Brock said they could vote, but it would have to come as a referendum item to the student body to really make a change in the structure.

B. Structural Review Committee Charge and Charter

Brock said she is adding the AS Assessment Coordinator to this committee. Emma Opsal will be in the position again next year and they think it would be great to have them part of this committee. Ramos said she doesn't want a rotating Board member but she does think it's good to have only two Board members on it. This way a Board member could come in to be part of the discussion if they need to without exceeding quorum. She is in favor VP for Business and Operations and the VP for Governmental Affairs being on it. Ríos said it says or designee which could help. Seare said then it will be at the designation of that Board member to decide who should be there and that could be tricky. Palumbo said it was helpful to have three Board members on it this year. Regularly switching out, it could be complicated. Dove said he would like add to consult with the VP's when they are doing work in their areas.

C. Student Enhancement Fund Facilitator

Seare said this is the job description for the Student Enhancement Fund Facilitator. Next week they will see the package for the Conference Fund. They would be overseeing the grant. It will be under the Business Office. It will be an hourly position in that hopefully can start Fall quarter. It would be beneficial to go to Fall training. This position will be advised by Raquel Wilson, the Business Manager. This position will get really good at travel forms. They need to be reworked anyways and this person would help do that. She is wanting for 20 hours over the summer for this position to work on that. They will be responsible for some things in the Business Office as well. They will be overseeing a committee that will decide who gets funded. They will be working with the Communications Office to get the word out to students that this exists. Palumbo said how many hours will this position be working? Belina said they didn't know how many hours yet but they will see the funding request next week and they can decide hours then.

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

IX. BOARD REPORTS

Belina Seare, AS President did not give a report.

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

Patrick Eckroth, VP for Governmental Affairs reported that the Washington Student Association (WSA) General Assembly occurred and it was funny because they lost quorum. They pushed off the Legislative Agenda. The Student of Color Summit also occurred and there was a moment of silence in the beginning to protest the separation at the beginning of the agenda. They are hiring an organizing director for WSA too.

Hannah Brock, VP for Business and Operations reported that they sent out the Services and Activities information through email to all students and asked for any feedback. She got 98 responses. They are all comments. If they all want to see them, she can show them. The only one who showed up to the public hearing was Western Front.

Abby Ramos VP for Diversity reported that Nate Panelo the ESC Manager is leaving. All the ESC Staff will be completely new next year.

Israel Ríos VP for Activities reported that Student Publication Council met.

Emma Palumbo VP for Student Life reported that Sustainable Action Fund showcase is this week. The Campus Community Dialogue event happened and there was fairly equal staff, faculty, and students present. The feedback was that it was productive and they want to continue doing them.

XI. OTHER BUSINESS

A. Berries Resolution

Alexander said he got in touch with the University of Washington Associated Students and their Senate and they have not passed a resolution about the Discoll and Sakuma Brothers berries. They supported the real food challenge. There was one from a social media site that was drafted but not from the University of Washington. Ramos said what do they do? Alexander said they could potentially revise it? they could talk about generalizing it instead of just one company.

Belina Seare, AS President, adjourned the meeting at 11:06 a.m.