

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

Friday, April 15th, 2016 VU 567

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

Guest(s): Bill Martin (Student-at-Large)

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

MOTIONS

ASB-16-S-15 Approve the Structural Review Committee Charge and Charter. *Passed.*

Belina Seare, AS President, called the meeting to order at 8:37 a.m.

I. APPROVAL OF MINUTES

II. PUBLIC FORUM

III. INFORMATION ITEMS- Guests*

IV. ACTION ITEMS - Guests*

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

VI. ACTION ITEMS - Board*

A. Structural Review Committee Charge and Charter

Brock said they made the edits to the Chair Section. Does anyone not agree? She still thinks it makes sense. No other comments made.

MOTION: ASB-16-S-15 by Palumbo

Approve the Structural Review Committee Charge and Charter

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

VII. INFORMATION ITEMS - Board*

A. Student Enhancement Fund

Seare said this is a start to the Conference Fund conversation. If there is any language they would like to change, let her know. This is for next year's AS Board will be using this as a way to guide them. She is proposing \$35,000. She didn't know how they came up \$25,000 but the \$35,000 would be including all costs related to the Conference Fund. They haven't been fully funding student conferences and travel and their requests have been \$1,500-\$5,000. They won't be funding \$5,000 to a handful of students. The rationale is important to iron out. It is student dollars. She hopes to work with Kelly Mason the AS Communications Director and work on

s survey about their AS Reserves. Students should know about it and be able to get involved in those. They want to make sure they are using them efficiently and effectively. The rational part of this proposal talks about how students can gain conference funding access if they go through different avenues but if it's not one of the provided avenues they currently don't have access to it. Ramos said it's going directly back to students. They are the ones who are paying into their organizations. They are getting their money back so they can do something with it. It's open to all students. The other funds that they have, have restrictions. Brock said all year they have been saying they need to spend those AS Discretionary Reserves down. They need to come up with criteria. How do they prevent getting backlogged in proposals? Possible prioritizing non-as employees first and possibly around marginalized identities. Is it going to be enrolling process or will it have set deadlines? If it were to be a two-year grant, they may want to provide guidance for future AS Board. Martin asked who will be selecting them? Seare said it will be based on the requirements and the structure of the fund. After they figure that out, they will figure out who would be best to select those recipients. Rios said would this only be coming from reserves? Do they want it to be guaranteed funded? Seare said she is thinking it should be a two year grant and after that they can put it into operating or not. They should map a long term vision on it to help and the next Board will help. Brock asked about a Travel Coordinator position. It would take a lot of pressure off of other positions. If they are making these changes the AS Travel Policy will have to be changed. Rios said he has been doing research on their travel policy. He talked to Casey Hayden the Student Activities Coordinator and talked about official and non-official travel. They legally have restrictions. There is a lot of state paperwork that is involved its official travel. It causes a barrier with all the work that needs to be filled out. Seare said they want to create a Travel Coordinator student position. This person would be working with the Finance office and the Business office. Alexander said it will be like what Nate White position in the Sustainable Action Fund (SAF). Except his position is a full time staff position. They could create a student version. There is going to be a different level of management. They can be real clear about the position and they can get guidance from Karena Higgins the Assistant Attorney General which will be good for the legal requirements. Rios suggested this be worked out in a subcommittee. Seare said its better if they all work together. Seare said they should have a work session. Seare want to provide an envisioning statement of intent for next year's Board. Seare said she created funding charts for this. She created an example of the conference fund excluding summer. They have conference cost, publicity, reception materials and cost of the reception event. She came up with some good estimates. They can look at their past funded trips. Rios said would it be useful for them if he brought AS Activities Council requests? Seare said yes it could provide good context. Ramos said if the \$10,000 is not used in Fall quarter, would it roll over to Winter quarter? Brock said yes. Rios said he likes the breakdown per quarter but it may be winter heavy. He says that based on requests from Activities Council. Are they going to limit for times they can access their fund? Seare said she is not sure yet. Brock said they want as many students as possible and if they have a lot of interest then yeah, only using the fund one time would be necessary. She sees it being used only one time. It could help enhance that clickish vibe if they allow people to access the fund more than once and they are trying to stay away from that. Palumbo said she agrees with that. Right now its 60 students which is great, but still only 60 students. Alexander said they should start developing that list of funding sources across campus to help this new position. Rios said in Activities Council to get travel money, they have to ask for it 4 or 5 weeks before they are flying out. He is worried that it will take too long to go to these different areas.

One of his thoughts is they could merge Activities Council and this new fund into one budget? Palumbo said they would have separate activities codes but it would be done by one committee. Seare said they want to do it by what makes sense. Eckroth said it could cut down on the money doing outreach and they are all doing their own thing. Rios said he wants to make sure its people who don't know the as at all. It's a hard to achieve goal and he would like to see it worked out more. Right now everyone who gets money from them is connected to the AS in some way. Brock said if they did merge them, she thinks it's interesting. It would eliminate a lot of the bureaucratic processes. They could lump the AS Employee fund in there too. Rios said that one committee could see all travel requests. Seare said she is hesitant its going to be hard to get everyone in the room. Palumbo said it's going to be hard if it's one fund or many funds. Seare said she thinks it will be different because they will have different line items. Rios said this committee would have those guidelines for both funds and will be able to process both of them. Brock said they are in the restructure design, such as having a senate body, there could be a subcommittee off of that. They are talking about putting positions on these committees who already have a lot of committees. If they have students at large they could have them report back to the AS Board. It could make it more efficient. Seare said they need to get this on a piece of paper and those guidelines. Alexander said the idea combine would reduce the red tape.

Abby Ramos left at 9:36am

Alexander said they should think about when this committee will accept applications because sometimes they get a rush all at one time and then it's completely dry at other times. If they have a rolling deadline or a certain deadline per term, what impact it could have to accessibility. Seare said it will be counter active to what they are seeing it this quarter. Requests are coming in at different times. It will help to have a fluidness around processing it as it comes. Students are finding out about conferences as they go. Rios said they don't think they should have a deadline for quarter but they should have a timeline. There could be exceptions made for that timeline, but a timeline will help make sure it is processed correctly. Seare said that's good, it shows accessibility. Seare said she also provided a budget including summer. This would be 80 students and include a lower cost per student. Alexander said this is good. Equity vs. equality. Should they have a cap of \$375? Should it be equal distribution? It could maximize their goal of students or it could get to the equity piece. One group may need \$1,000 per student. Instead of 20 students receiving funding they have 8 students because they may have needed more. There is far less access that way but there is more equity. Seare said that's why they have two years because they can see how it goes. The makeup of the committee will matter. Alexander said previously the language has been conferences and if they are thinking enhancement, what does enhancement need. Does this include institutes? or extended education courses from another college? Does it include site visits, such as what MEChA did this year? Also there is enhancement that doesn't include going somewhere, could this fund be used for bringing people on campus? It may not be travel for the group but travel for a presenter. It this fund only for traveling away from WWU or could it also be used for folks coming to WWU? What about Webinars, do those count? They are still enhancement opportunities but they are digital. If it isn't defined, they have to create policy on the spot. Another thing is continuity, will they operationalize it? Rios said Activities council funded people to go to Seattle to look at farms where they could be working. Competitions could be in there. Seare said she sees it different than what is being funded through Activities Council. It will be for

professional and personal development to bring back to campus. They will be requiring a commitment that students will bring it back to campus. Rios said yes, it's a definition thing. Alexander said there will always be things they can't foresee. They want to be as clear upfront as they can be.

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

IX. BOARD REPORTS

Belina Seare, AS President reported that hopefully they can do a work session this week. Brock said could they put their Board meetings live on Facebook. So people can tune in from their Facebook. Seare said could they give away prizes. Seare said they still have money left over to make their meetings more public. They still have two more meetings they could have on campus to bring more awareness of the AS Board. They could possibly use their public meeting when they are swearing the incoming AS Board in.

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

Patrick Eckroth, VP for Governmental Affairs reported that he brought the Federal Lobby Day packet and he will pass it around. The Federal Lobby Day trip is coming up and they are leaving tomorrow. Local Advocacy Day occurred last week and it went really well. Next week he will be at the Board meeting and then they will be going to the Washington Student Association (WSA) General Assembly meeting. They will be nominating folks for executive positions. For the United States Student Association (USSA) Student Power Summit they got mixed reviews. There are conversations going through the Legislative Affairs Council (LAC) about it and then he will bring those conversations to the Board. Seare asked if they could invite USSA people in to the LAC to have those conversations. Eckroth said yes. They are trying to get the meetings together where most people can meet and the folks who went to USSA can go to LAC.

Hannah Brock, VP for Business and Operations reported that the Services and Activities (S &A) Fee meetings are Thursdays at 7 am. Really unfortunate that it has to be at that time because they have told the folks who are scheduling that it is really inconvenient time and their advisors can't attend. Osman Olivera, the AS Business Director and herself are the only two that can make those meetings. She has tried to communicate that and they said it's the only time they can meet with them and she believes there are other options. In this week's meeting, they gave their presentation about the AS. Budget committee is in full effect. They will be working together to get a budget presentation and bring it to S & A. Then after that they will bring an updated budget to the Board. They created the survey with the help of Structural Review Committee and they will be sending it out shortly. She will let them all know the results afterwards.

Abby Ramos VP for Diversity did not give a report.

Israel Ríos VP for Activities reported that last week in Activities Council (AC) they recognized two new clubs. He went to the Recreation Center Advisory Committee and they looked at their budget. It is a \$4 million budget. The Rec Center is doing fine financially. They are trying to save their reserve fund to possibly expand in 5 or so years. It seems they are on track for it. they

did have an in depth conversation about the pool. It's one third of the maintenance budget. They use to allow other groups to rent out the pool, but because Carver Gym is under renovation the Rec Center hasn't rented it out this year. In the future, they may continue to not rent it out. When the Rec Center Fee was accepted by students, they accepted \$30 more so they could have a pool. The AS Board Debates are done and the AS Board Presidential Debates are Wednesday. Time where students can ask any questions. Lastly Communication Committee they learned an AS Club got a lot of Sasquatch Tickets and they want to give them away on KUGS.

Emma Palumbo VP for Student Life reported that in the Sustainable Action Fund (SAF) two weeks ago they found out they stopped accepting application and they met as a committee and they reached conclusion for the rest of this academic year. They will not be accepting any more Large Grant applications but they will be accepting small grant. They can access their fund, just not at the same level. All seven groups that have been turned away have been reached out to and been told they can ask for funds now. There have been student's concerns saying they don't feel safe on campus if there was an active shooter. It has been communicated to those folks who are in charge of being prepared. There are things happening to make the campus prepared but it's not being communicated to students and students don't feel safe. She will be working more on that.

XI. OTHER BUSINESS

Eckroth said North by NorthWest had another round of them putting posters in their display cases. They also took down the yellow reservation sheets and put posters there. They are covering their AS Publicity Center posters. He is thinking about sending an email to all students saying that it is not by them and they don't endorse them. As long as they don't slander the business they can say that. Alexander said they can say that they don't have anything to do with the AS. Eckroth said at least they didn't go to every programming office and put it over their stuff like they did last time. Seare said if were to see people doing that right now, even students, is there something they could do? Alexander said they have reached out to this group. He was surprised it happened again. Seare said they are posting about their housing. It's not a clear process, people could get away with doing this. Alexander said they have their policies and this company knows of their policies. Rios said they have overheard students asking about WWU's off campus housing, specifically asking about North by Northwest and thinking it is University Housing. They are saying that they won't accept Whatcom students, only Western students. Palumbo said students from Bellingham Technical College (BTC) tried to apply and they wouldn't let them even see it. Brock said they aren't allowed to do that. Alexander said they haven't heard that piece so that's new. Eckroth said this is the same as they have at central, only those particular students are allowed to live there. Brock said the owner keeps getting in trouble. Alexander said he will get in touch with Karena Higgins again. Seare suggested that they have an educational forum maybe through the Legal Information Center.

Belina Seare, AS President, adjourned the meeting at 10:23 a.m.