



# AS Board of Directors

Friday, January 6<sup>th</sup>, 201

3:00pm

VU 567

**Members:** *Present:* Stephanie Cheng (AS President); Alex LaVallee (AS VP for Activities); Erick Yanzon (AS VP for Academic Affairs); Aleyda Cervantes (AS VP for Diversity); Bryce Hammer (AS VP for Governmental Affairs); Wayne Rocque (AS VP for Student Life).

*Absent:* Mary Moeller (AS VP for Business and Operations)

**Advisor:** Eric Alexander (Associate Dean of Student Engagement)

**Secretary:** Chrissa Browder-Long (Board Assistant for Internal Committees)

**Guests:** Casey Hayden (Coordinator of Student Activities)

## Motions:

**ASB-16-W-1** Approval of November 16<sup>th</sup>, November 22<sup>nd</sup> and November 30<sup>th</sup> 2016 AS Board of Directors Minutes. *Passed.*

**ASB-16-W-2** Approval of all committee appointments. *Passed.*

**ASB-16-W-3** Approval of Consent Item B with all necessary changes. *Passed.*

*Stephanie Cheng called the meeting to order at 3:07pm.*

## I. APPROVAL OF MINUTES

*MOTION ASB-16-W-1 By Hammer*

*To approve minutes from November 16<sup>th</sup>, November 22<sup>nd</sup> and November 30<sup>th</sup> 2016 AS Board of Directors Meeting.*

Second: Yanzon      Vote: 4-0-0      Action: Passed

## II. REVISIONS TO THE AGENDA

Alex LaVallee stated that some committee appointments aren't on the agenda. He wanted to add Navada Pacheaco and John Fossedal to serve on Activities Council. As well as, Pacheaco to serve on Departmentally Related Activities Council. Bryce Hammer asked to move the United States Student Association (USSA) Membership discussion and the Structure Review Update from Information Items - Guest to Information Items - Board.

## III. PUBLIC FORUM

## IV. INFORMATION ITEMS

### A. Board Summer Orientation Proposal

Eric Alexander stated that they discussed with the current Board members and previous Board members, the utility of summer training programs and found that the current summer training format doesn't meet the needs of the trainees. They found that the board members wanted more specific and directed instruction for their positions rather than more general information. They also heard that some of the positions might not require the full time in training. Given those conversations, they proposed to have the Board Orientation in the summer move from a weekly orientation over the summer to a more structured training later in the summer months that would last approximately two weeks. The two-week training

would be more specific to each position while utilizing staff and advisors. This would create less of a need for all the board members to be present for the whole summer. Sabrina Houck added that the proposal was broken up into multiple steps due to its complexity. The document included possible dates as well as advantages and disadvantages of the possible options. The document is broken up so each part/aspect of the decision could be discussed. The two-week training could happen any time during the summer but the document suggested the two weeks before AS Fall Training. Houck explained that each week would consist of 20 hours of board functions and position based training with an additional 5 hours of posted office hours. Alexander added that there has been an increase in the number of students taking summer classes and the compression of training would allow for more flexibility with taking summer classes. They wanted to start presenting feedback now since Position Description changes will be made soon. Alexander explained that the VP for Activities, VP for Academic Affairs, VP for Student Life and VP for Business and Operations were thought to not need as much orienting than the other board members. The last section describes logistics and details as well as salary details or housing options if needed but would depend on how the board wants to proceed. Bryce Hammer appreciated having the housing option but added that both working and moving on the same day would be difficult. Erick Yanzon asked if this would affect Board Meeting times during the summer. Houck stated the four positions that would not be here the entire summer would have 40 hours of additional time for Board Meeting time, planning, and prepping. She suggested that the Board Meetings be scheduled ahead of time and to have about two meetings during the summer. Lisa Rosenberg saw that not a lot of material was covered in the meetings during the summer in previous years. Hammer added that there were previously days for only leadership training but they never had time to put the training into practice until Fall Quarter. She suggested having a mock board meeting for practice during the summer. Casey Hayden added that the AS President could help shape the topics of the training. Hammer expressed worry because if four of the Board members are gone, the President might not know what the board members need. She added that the board members weren't put in a room together until the end of June which was odd and would have been more helpful to introduce them all at the beginning. Also, if bonding occurs separately, there might be weird dynamic within the Board once all the members are together. Alexander suggested that initially, all seven board members are brought together where they would figure out how to develop as a new team. He added that it could be helpful to determine time prior to training to make sure there is some bonding time with all the board members. Houck discussed the possibility of organizing a trip to Lakewood or some other time to bond before training actually begins. She added that the topic will be brought back for discussion multiple times in the next few weeks. Alexander added the possibility of having less time with the outgoing board members and more time with the board members they will be working with could be beneficial. The decision should be made by the end of January so the job descriptions can be up to date, however, it doesn't open until March. One or two more information sessions are expected. Alexander added that this could be a trial, doesn't have to be the permanent solution. Hammer added that individualized training would still be helpful and wondered if that would be included in the 40 hours. Houck thought it would be part of the 20 hours within the two week training. A portion of that time would be meeting with advisors to help understand their position. Alexander added that they would then work on distinguishing specific individualized training. Houck and Alexander would also work with each individual around their specific area. Yanzon added that for his position, he would have found it helpful to have meetings scheduled for all the people he would need to meet. He also thought it would be stressful with only two weeks of training and then going straight to school. Hammer added that the 19 hours per week might cause some issues since it is considered an average over the year. She expressed worry with cutting the hours during the summer. Alexander added that a time audit at some point would make sense for many of

these positions. Yanzon expressed concern with the variation of experience with the AS within the board. He thought that adding something during the election season to have a one-on-one with the previous person in their positions could be very beneficial. Hammer added that having some structure around the internship would be helpful. She stated that some board members spent 40 hours in the internship while some only spent 2 hours. She thought a list of committee meetings that each board member should attend would be useful. Aleyda Cervantes stated that she had difficulty writing resolutions as well as other technical things. She also didn't know how to chair a committee, write agendas, or use Outlook. A list of who to ask for specific inquiry would also be helpful. Hammer explained the goals they made when they were elected were useful but they never strategized how to achieve those goals. Alexander concluded that specific advisor work would really help in that situation. Stephanie Cheng wondered if she is responsible for recruiting people for the committees and what are the qualifications. Alexander explained that it differs based on who the committee leader is. Houck stated that they started to work on how to get around everyone not being there at the same time but she would like to talk with all the board members to try and determine a solution.

**V. ACTION ITEMS – GUESTS\***

**VI. PERSONNEL ITEMS**

**VII. ACTION ITEMS- BOARD\***

**VIII. INFORMATION ITEMS – BOARD\***

**A. United States Student Association Membership**

Hammer explained the WSA used to be a member of the USSA but decided to leave. So WWU joined United States Student Association (USSA) separately from Washington Student Association (WSA). The USSA was much better at organizing than WSA. The USSA was also specifically focused on students of color, women and queer students which WWU really appreciated. They also were very good at communicating and helping with organization. They hosted many conferences where student leaders were able to interact with students all over the state. The conferences allowed for good networking opportunities as well and sharing of advice. In the past year, USSA has lost a significant portion of their staff due to a loss in funding. WWU doesn't receive the same benefits they received from USSA as before. In addition, the actions USSA planned in the past haven't always been ADA accessible. Hammer added that the conferences mentioned above were cancelled only two weeks before they were scheduled to take place. USSA can't support students of color anymore due to the lack of money and organizing power. She explained that the AS pays the USSA dues through the Legislative Action Fund (LAF) but the dues have increased over the years. Almost the whole LAF budget is spent on USSA fees and sending approximately 20 students to conferences during the year. She explained that they couldn't do much organizing on campus since all the money is spent on those students. Hammer was advised to pull out of USSA to use the money for something more effective. Legislative Affairs Council (LAC) has moved to not pay USSA this year but the Board signed the contract but LAF is not a Services and Activities (S&A) fee. The Board then needs to decide whether to leave USSA or stay and then to find alternative money or convince LAC to pay the fees. Alexander explained that any fee for students by students is included as an S&A fee. Aleyda Cervantes explained that some ESC members expressed that the USSA conference they attended wasn't very good. Hammer added that Rosa Rice-Pelepko would like that money to go to benefiting the students of color on Western's campus. Hammer clarified that the Board would have to decide whether to leave USSA or not. She added that the fee to be a

member will be increasing in the next year. Cheng stated that she would like to leave USSA. Alexander LaVallee agreed that the partnership isn't mutually beneficial.

## **B. Structural Review Update**

Hammer stated that Structure Review Committee has broken up into three groups to discuss the Board, the Senate and AS VU Programming Council. They figured out how they were going to do budgets, fees, legislative agenda, personnel, makeup of senate (tentatively) and how they would be elected to the Senate. They also concluded that they would be running a referendum to focus on outcomes to allow next year's board some leeway. They had determined previously that the VP for Activities would be the board member to go away and the VP for Academic Affairs would become the head of the Senate. The salary of the VP for Activities would then go to paying the senators. They also came to conclusion that the VP for Business & Operations isn't necessary with development of the Personnel Director and the Business Director. Hammer stated that they are currently working on figuring what the board will look like and their duties as a whole. They came up with four main duties which include fees, job descriptions, legislative agendas with the Senate and budget. But since everyone's work is individualized, they need input from each VP. Hammer asked for each VP to make appearances at Structure Review Committee which are Tuesdays from 3pm- 5pm. In preparation for that, Hammer needs everyone to understand the structure to understand how their position is involved. Hammer added that the VP for Activities would change to a director and not be a member of the Board. They are currently unsure of whether the position would be elected or hired. The Programming Board would oversee any programming offices while the Board would oversee Ethnic Student Center (ESC), Resource Outreach Programs (ROP), Environmental and Sustainability Programs (ESP) and Representation and Engagement Programs (REP). Alexander added that it is essentially a paradigm shift away from the Board overseeing programming to solely representation and being a voice for Western's students. Cervantes added that the ESC and the ROP could possibly be their own separate entities. Alexander stated that is entirely possible. He added that the AS doesn't have to oversee the ESC but it could become more complicated with who to report to. Casey Hayden added that this could remove the "false supervision" the Board currently has and puts more responsibility on the advisory staff as well as student directors. The Program Board would become much more vital than what AS Management Council is now. Hammer added that any adjustments to job descriptions would be great appreciated to help with efficiency.

## **IX. CONSENT ITEMS**

### **A. Committee Appointments**

#### **Academic Honesty Board**

Grace Johnson	Junior	Kinesiology
Eva Waltz	Freshman	English

#### **Student Technology Fee Committee**

Penelope Kipps	Senior	Film-Making
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#### **Activities Council**

John Fossedal  
Navada Pacheaco

#### **Departmentally Related Activities Council**

Navada Pacheaco

*MOTION ASB-16-W-2 By Hammer  
To approve all committee appointments.*

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

### **B. AS Program Standards**

LaVallee stated that there is a small change in the document, adjusting the language around accommodation with adding ADA. Alexander suggested writing out ADA would make it more clear. He stated that this is important because they realized that their Program Standards were somewhat vague with ensuring accommodations for all programs. The wording of “ensure ADA” is much more directive than solely “being aware of ADA.” He added that the request came from the EOO.

*MOTION ASB-16-W-3 By Hammer  
Approve the AS Program Standards with necessary changes.*

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

## **X. BOARD REPORTS**

**Stephanie Cheng, AS President** stated that she and Sabbah are continuing listening sessions this quarter. She is on the hiring committee for Election Board Chair and will be working on finishing that process.

**Bryce Hammer, VP for Governmental Affairs** stated that LAC will start talking about the local agenda and will be going to ESC President’s Council to talk about the ESC Lobby Day Agenda. She added that Structure Review will start writing a referendum and talking to AS employees and added that Western Lobby Day is next Monday. The WSA meeting on January 28<sup>th</sup> and all the meetings will be held in Olympia. Also, Environmental Lobby Day and ESC Lobby Day planning is on its way and will be structured more like Western Lobby Day.

**Aleyda Cervantes, VP for Diversity** stated that they are starting the ESC Lobby Day agendas as well as starting the applications. She planned on providing an update on the Multicultural Center next week.

**Wayne Rocque, VP for Student Life** did not give a report.

**Alex LaVallee, VP for Activities** stated that he will be meeting with the Communications Director to discuss WWU Upkeep as well as meeting with KVIK. KVIK might be taking over the production of WWU Upkeep. He added that there is an art show in the VU Gallery. He said that they are currently working on finding people for the Student Enhancement Fee. Also, Activities Council meets on Monday.

**Erick Yanzon, VP for Academic Affairs** stated that he and Leanna Sauerlender are planning to table in the VU for the Academic Support Committee to recruit members.

## **XI. OTHER BUSINESS**

*Cheng adjourned the meeting at 4:42pm*

