



**Western Washington University Associated Students
Ethnic Student Center Steering Committee**

Meeting Minutes for Tuesday, September 29th, 2015

Non-Voting Members: Abby Ramos (AS VP for Diversity), Nate Panelo (Ethnic Student Center Coordinator), Ryan Roberts (AS Club Business Director), Alejandro Ibanez (ESC Marketing and Outreach Coordinator)

Voting Members: Tina Cha (KSA Steering Representative), Karen Liang (CSA Steering Representative), Vilay Lee (WWSA Steering Representative), Diana Nguyen (VSA Steering Representative), Deepika Sharma (SASA Steering Representative), Jennifer Khuu (KhSA Steering Representative), Mitchell Thompson (NASU Steering Representative), Edward Moreno (MISO Steering Representative), Sierra Flanagan (BSU Steering Representative), Hugo Sanchez (MEChA Steering Representative), Stephanie Sisson (LSU Steering Representative), Gary Huang (FASA Steering Representative), Savannah Jackson (HOH Steering Representative), Rahwa Solomon (ACC Steering Representative)

Absent: None

Guests: Aleyda Cervantes (MEChA Co-Chair), Lena Guevara (HOH President)

Secretary: Jessi Navarre (Board Assistant for Club Committees)

Motions

SC-15-F-01- Approval of Hugo Sanchez as the Steering Representative for MEChA.
- PASSED

Abby Ramos, A.S. Vice President for Diversity, called the meeting to order at 7:05 p.m. on Tuesday, September 29th, 2015

I. OBJECTIVE OF STERRING COMMITTEE

Abby Ramos started by going over the Charge and Charter, to see if anything needs to be changed. She relayed how the Board of Directors is going over every Charge and Charter. She invited everyone to bring suggestions to the table and volunteered herself as a scribe. "Steering committee is charged with disbursing programs funds that are granted by the Associated Students (AS) Board of Directors by responsibly and equitably managing the funds allocated to the Ethnic Student Center clubs from AS budget, and serving as a forum

for ESC interclub dialogue and support, reporting clubs' ongoing activities to the committee." She said that these were the three duties and invited change or ideas during the meeting or via email by the next day. Ramos stated that the membership is herself as the Chair and is non-voting and that there is one rep from each ESC club as well as ESC Program Support Coordinator which is an open position currently being filled in by Alejandro Ibanez and the Assistant Business Director which is now the Club Business Director who is an advisor of the funds, the Secretary who is not present and the ESC Coordinator who is Nate Panelo. Ramos moved on to describe the duties of the Chair. "They shall convene the meetings, approve agendas, and preside at all meetings. There shall be a floating co-chairperson to assist the Chair in facilitating each meeting. The floating co-chairperson shall be appointed at the end of each meeting from the voting representatives. Each voting representative is required to act as co-chairperson at least once during the academic year." She explained how she and Panelo worked through the Charge and Charter and have an updated version for approval. Ramos explained that they strove to make the Charge and Charter more formal and also did not want to force anyone to co-chair if they did not want to, but wanted to provide the opportunity. She then moved on to Meetings. "Meetings shall be called by the Chair. The committee shall meet weekly with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with support of at least twenty-five percent (25%) of the seated, voting membership." Ramos then explained that 25% of voting members would equate to four people. She moved on to voting. "In order for a motion to pass, it must obtain a majority of the legal votes cast. An abstention shall not count as a legal vote cast. In the event of a tie, the AS Vice President for Diversity shall be granted the tie-breaking vote." Ramos explained that in order for a motion to pass there will need to be 8 votes. She then moved on to Quorum. "A majority of the voting membership shall constitute a quorum. If a quorum is not present, the Chair will adjourn the meeting and reschedule to a new day and hour." Ramos explained that quorum would be 8 people and that there cannot be a meeting without quorum. She then moved on to funding. "In the event there are any leftover funds in the Steering Committee budget at the end of the year, the ESC Coordinator shall have the authority to reallocate funds for the sole purpose of settling any ESC Club events accounts. This will be done with the discretion and advice of the Finance Director and AS VP for Diversity before the fiscal year ends. Any decisions made in the Steering committee may be subject to review or approval by the AS Board of Directors." She explained if there was funding left at the end of the year it would be up to Panelo to decide how to allocate those funds, with advice from herself and Osman Olivera. Panelo added if there are ESC special accounts that went under that Steering Committee funds could be used to bring the balances back to zero. He explained that big events such as Heritage Dinners have "special budgets" that can use as much as they want as long as eventually they accounts come back to zero. Ramos explained that clubs have their own budgets that they can spend how they please, but need to come to

Steering Committee to ask for more funds when necessary. Ramos moved on to Subcommittees, which are created as necessary under Steering. “The committee may adopt and amend rules of operation governing its operation by a majority vote of the committee, subject to review or approval by the AS Board of Directors. This Charter may be amended by a majority vote of the AS Board of Directors. This committee shall report to the AS Board of Directors through the AS Vice President for Diversity.” Ramos explains that attendance during these meeting is required and that if a club missed three meetings in a quarter they cannot request funds. Other club members can stand in for absences.

II. INCLUSIVE LANGUAGE

Ramos said that this presentation was created by Dreyia Williams, the ESC Support Program Coordinator, who is now the Resource and Outreach program director. Ramos explains that Pronouns are the part of speech that constitute a noun. An example could be “They, them, there’s”. Ramos says that her own pronouns are she/her/hers. She explains that using proper pronouns is respectful and that preferred pronouns should be used even when the person is not around. Ramos went on to explain that cisgender is when the gender you are assigned at birth aligns with the gender you identify with at birth. She explained that it is important to recognize the privilege that comes with identifying as cisgender. She exemplified that some forms of sexism could be “Man Crush Mondays” because it is disrespectful to objectify a person. Ramos explained that an example of misgendering could be saying “Hey guys!” or “Hey Ladies!” because not everyone uses those identifications. She suggested some alternatives such as “Hey everyone!”, “Hey, all you people!”, or “Hey folks!”. She stressed that if you misgender someone that you should apologize and continue to work towards using more inclusive language. She explains that Able-ist language or games exclude someone who has a disability and that we should stray away from Able-ist language and activities. Some examples of Able-ist activities could be requiring everyone to be exercising or stand for long periods of time. Some examples of Able-ist language could be using the words “crazy”, “lame”, or “insane” because these are identities that could be triggering. Ramos also offered to send out a Pronoun Practice sheet for further help during club meetings.

III. INTRODUCTION

All those present introduced themselves.

IV. BUDGET UPDATE

Panelo relayed that they have \$30,000 dollars in their account and the previous year they ended positively with \$200 left in their account. Panelo encouraged the group to send responsibly.

Ramos expressed that though Heritage dinners are great ways of celebrating our cultures that the group should be looking into other ways of celebrating. Someone asked, in regards to heritage dinners, how much the typical budget was for such an event. Panelo said that \$1500 to \$2000 is typically requested. Someone asked if there was a cap to the amount of money that could be requested. Ramos said that they would be discussing that in the next meeting and deciding if the group wanted a limit to equally separate the funds. Panelo explained that the requests for money usually come in during the fall so that Steering Committee has time to plan out that money for the year. Lee asked how their club can request their club budget. Panelo said that though that information can be accessed on OrgSync, the best way to get the exact information is from him directly.

V. INFORMATION ITEMS

a. National Indian Education Association Conference - NASU

Thompson said that NASU is requesting funding for members to be able to attend a conference in a few weeks for the National Indian Education Association Conference in Portland, Oregon. The funding would be used for the registration fees. Guevara asked how many members would be going Thompson responded that five members would be attending. Guevara asked what the event entailed. Thompson explained that the conference would be about people coming together and education within communities and universities. The names of the people attending are Tahlia Natachu and few others to be updated on next meeting. Lee asked for some more information on the event. Panelo shared the document with all of the event's information.

This Information Item will be voted upon next meeting as an Action Item.

b. FASA Heritage Dinner 2015 - FASA

Huang explained that their request for \$1800 dollars would be changing to \$2000 dollars to lower the cost of tickets to \$10. He explained that last year the event sold out and there is space for 250 people. He explained that tickets with a budget of \$1800 would be \$11 for students and \$15 for community members. Someone asked what "In Kind" housing means. Huang explained that that funding comes from Lenard Jones for catering from Aramark. Someone asked if the club had money left over from last year. Huang said that they had about \$780 dollars left over that went back to Steering.

This Information Item will be voted upon next meeting as an Action Item.

Ramos added that the deadline for requesting money at Steering Meetings would be the Friday before the Tuesday meeting.

VI. ACTION ITEMS

a. MEChA Steering Rep - MEChA

Aleyda Cervantes, the MEChA co-chair and Steering Rep, was asking if one of their members, Hugo Sanchez, who was not a Western Student could be the Steering Rep. An assortment of Steering Committee members expressed that they saw nothing wrong with approving the proposal.

Motion SC-15-F-01 by Jackson of HOH

Moved to approve Hugo Sanchez as the Steering Representative for MEChA.

Second: Cha of KSA Vote: 10-0-1

Action: **PASSED**

Ramos noted that at the next meeting the group would be discussing the use of Robert's Rules and whether or not the group would like to use them during meeting, since they can be inaccessible and silencing to those who do not know the order.

VII. CLUB UPDATES

Ramos updated that last year she stepped into Steering Committees where the group voted approval because they did not feel comfortable saying no to something. She said that group should decide between vocal and anonymous voting. Someone suggested the group do anonymous voting on a case by case basis. Someone else suggested having precut cards for anonymous voting.

Agreement was unanimous.

Ramos moved on to discuss the meeting binders and presented the option of using tablets instead of binders in order to save paper and be more sustainable. She also noted that there were not enough tablets for every so members would need to share. She also explained that printing paper also comes out of tuition funds. Someone asked how the tablets would work. Ramos explained that she would log onto every tablet before the meeting and put all of the documents of the tablets. She also said that anyone bringing their own laptop or tablet would have access to all of the documents. Someone argued in favor of keeping the binders because they do not have to worry about technology failing or losing documents.

Ramos went on to talk about how there are committees that decide on what qualifies as a GUR and how our money is spent and two of those are the Sustainable Action Fund where students are charged \$0.70 a credit up to \$77 dollars and students get to decide how that money is spent. She said that the other committee was the Legislative Agenda Council, who

decide what students will lobby to Olympia and what priorities of the university are regarding student rights. Ramos explained that these committees have been dominated by white students and there has been a lack of representation for students of color. She said that these committees are going to have two spots designated for two ESC students. She said that she would be sending out the forms to the group and President's Council would be deciding on who the representatives are. Someone asked if there was a deadline. Ramos said that they would be deciding on a deadline soon. Panelo noted that ESC also got a spot of Aramark Committee.

Ramos said that the group can decide to have food at meetings as well, about once a month in Steering Committee and President's Council. She noted that she would be coming back next week with a proposal of \$500 for President's Council and \$500 for Steering Committee for food for meetings for the entire year.

Ramos noted that the meeting time for Steering Committee is going to be Tuesdays from 5pm-6pm and moved to get a show of hands for how many people that time worked for. Eight people voted yes and two voted no. She added that if the time did not work for certain members that they should get a different Steering Rep from their club.

Panelo moved to table Club Updates, but asked if anyone had any events coming up. Someone said that they were going to have a college night for "financially unsupported" incoming freshmen and high school students who are interested in going to college and they were planning on having a raffle prize. They explained that the event would be free and they would be asking for donations from ESC and the Bookstore fund. Someone from HOH announced that they were discussing a name change.

Abby Ramos adjourned the meeting at 8:07 pm