



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

Meeting Minutes for: Monday, September 26, 2016

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**Non-Voting Members:** Aleyda Cervantes (AS VP for Diversity), Simon Bahta (Ethnic Student Center Coordinator), Mikhail Jackson (AS Club Business Director), Victoria Matey (ESC)

**Voting Members:** Lung Le (VSA), Melanie Guan (KhSA), Tommy You (FASA), Yasuka Hayashi (JSA), Tommy Cha (WHSa), Diego Prado (MEChA), Martha Torujo (ACC), Davida Ege (BSU), **Franklin**, Sophie Casalini (HOH), Kelsy Khansila (KSA), Henry He (CSA), Kluay Bale (MISO)

**Absent:** Michelle Martinez (LSU), Arnold Garcia (SASA), NASU Representative

**Guests:**

**Secretary:** Julia Rutledge (Board Assistant for Club Committees)

## MOTIONS

SC-16-F-1 - Approval to move the information item to an action item. - **Passed.**

**Aleyda Cervantes, A.S. Vice President for Diversity, called the meeting to order at 5:05 p.m. on Monday, September 26, 2016.**

### I. OBJECTIVES OF STEERING COMMITTEE

Cervantes began to explain how Steering Committee was going to work, establishing the rules and how many representatives were needed to have quorum. She told people the format to make motions. She gave people the option to have open voting or secret voting, as was done last year. She passed around a sheet for club updates. Bahta helped her qualify that this was for any future events for clubs and when they were meeting. She told the committee that if they wanted to make a request for their club, they could use OrgSync. OrgSync is going to be taught during the Building Unity event. Cervantes explained that the committee is responsible for all ESC funds. She explained the difference between information items and action items. Aleyda then said that representatives can propose an information item, which was different from last year.

## II. INCLUSIVE LANGUAGE

Cervantes began a short presentation about inclusive language. She started with explaining personal gender programs, and how to be respectful of them. She said that gender is not biological, and that people choose their own pronouns. She said that the QRC has resources for learning more about pronouns. Some clubs have gender and sexuality chairs, who could gain from these resources. Cervantes explained that gender pronouns are important, and to state yours when you meet someone. She asked people to not assume gender when they meet someone. She talked about holding yourself accountable for using somebody's pronouns, and telling other people to respect pronouns. Cervantes said that using inclusive language is a learning process, but it needs to be kept in mind in any setting that we're in. She said that "handicapped" is offensive, and person with a disability is better. She gave more examples of exclusive and inclusive language. Cervantes concluded with reminding people to use pronouns at their club meetings.

## III. BUDGET UPDATE

Jackson arrived at 5:35 and explained his job. He said that any budget requests go through him. He said that the budget for the ESC every year is \$30,000. He said that clubs usually request about \$2,000 but if they wanted to request more they could talk to Casey or himself.

Matey asked if there was a separate budget for conferences, and Cervantes and Bahta said that there was not—just for Building Unities and ESC Councils. Cervantes asked people to be mindful of how much they were asking for, since everybody had to share it. Jackson asked that people submit their withdrawal requests early, since money usually gets tight around the end of the year.

Franklin asked where these could be found, and Bahta and Jackson said that the forms were on OrgSync. Bahta said that training during Building Unity would explain how treasurers can fill out WRs. Jackson said that if you could not attend, he would take down emails and send out an explanation of filling out WRs. Matey affirmed that you could go to either event, this Friday or this Saturday. Bahta said that if people are planning events, they should give a two-month warning since the Publicity Center needs times to develop the material and putting it out. He said that if things only happen a month before, the publicity put out might be sloppy, as well as catering and budget. Matey said that you should come talk to her as well about events, since she would like to know what is going on.

Khansila asked when the Club Kickoff is, and Jackson said that it was on Friday from 4-7 pm. Cervantes explained that ESC clubs are under the umbrella of the AS, but are also separate in their own way. Toruj o asked if

the club had to attend both events, and Bahta said yes, or they would not be considered a club for this year.

Jackson reiterated that the members should submit their WRs early, and that himself, Matey, Bahta, and Cervantes were all available to help.

Khansila asked where she should send the club member email list. Bahta said that she could send it to him. Le asked whose emails were needed, and Bahta said that preferably everyone because emails are the most effective at getting out information. Torujo asked what his email was, and Bahta told the committee. Jackson asked who got the email telling about the Club Kickoff, and a few people raised their hands. Bahta read out that it was in Academic West from 4-7.

#### IV. INFORMATION ITEMS

##### A. FASA 1800

You said that FASA was having their Heritage Dinner coming up soon, and the money was needed for decorations, etc. for the dinner. They needed \$1,800 for it.

Cervantes explained how to make a motion to approve the item.

**Motion SC-16-F-01 by Guan.**

**Approval to move the information item to an action item.**

**Second: He**

**Vote: 11-0-0**

**Action: Passed**

#### V. ACTION ITEMS

None this week.

#### VI. OTHER BUSINESS

##### A. Voting Method

##### B. ESC Committee Spots

Cervantes explained that different committees within the AS have ESC committee spots. These spots are approved by Management Council, and it is possible to apply. There has not been an ESC representative in the last few years. Cervantes encouraged people to apply, since AS Lobby Days are coming up. This would help with the ESC Renovation.

##### C. ESC Dining Advisory Committee

Cervantes explained that an ESC member will sit on the Dining Committee, and told people to talk to her if they wanted to apply.

##### D. ESC Legislative Affairs Council

##### E. Building Unity

Bahta said that Building Unity was coming up, and that it is mandatory to attend. He said that there is mandatory training, which can be rescheduled if you can't make it.

Bahta also talked about the ESC conference coming up, and stressed the need for Freshmen from ESC clubs to attend, since it is their first year in college. Cervantes and Bahta explained that if you live on campus it's free, and if you're off-campus it's \$40. There are also scholarship options. Franklin asked where to sign up, and Bahta told him that you can sign up on the ESC website. He offered the option of handbills to pass out, which will also be handed out in Red Square. Davida asked when Building Unity was, and Bahta said that it was this Saturday in the VU? AW?.

## VII. CLUB UPDATES

Cervantes read off the updates, which included when and where ACC, Blue Group, BSU, KSA, FASA, and HOH meet. HOH wants to change their name, and Cervantes explained that this could be voted on during the club meeting, and brought back to the committee.

Hayashi told the committee about JSA's festival coming up.

Cervantes went on to read when and where KhSA, KSA, MechA, MISO, VSA, and WHSA meet.

Bahta said that he was going to write down when the meetings are and put it on the bulletin board outside of the ESC. He explained the process for changing those in case the time and place of the meetings change.

## VIII. OTHER

Cervantes told the committee about the Facebook page, and told people to join. She asked if people wanted to only have notifications on the Facebook page, or if they also wanted emails. Everyone agreed that they wanted both Facebook and email reminders.

Bahta said that for everyone's first meetings, they should get their members' emails and their boards so that the contact list could be updated. He said that it was updated last year, but it was incomplete.

**Cervantes adjourned the meeting at 5:49 p.m.**