



# AS Facilities & Services Advisory Council

Tuesday, February 14<sup>th</sup>, 2017

8:00am

VU462B

**Members:** *Present:* Mary Moeller (AS Vice President for Business and Operations, Chair); Stephen Magnuson (Student Representative from Outdoor Center); Annabelle Barret (Student representative from the Publicity Center); Ben Kaas (Student Representative from Lakewood); Maxwell Nelson (Student-at-large); Eric Alexander (Associate Dean of Student Engagement and the Director of the Viking Union Facility).

*Absent:* Devin Bo (Student Representative from Viking Union); Courtney Manz (Disability Outreach Center Coordinator); (1 Student Representative from the Child Development Center).

**Advisor:** Greg McBride (Assistant Director of Viking Union Facilities)

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

**Guests:**

**Motions:**

*Mary Moeller called the meeting to order at 8:06am.*

## I. APPROVAL OF MINUTES

## II. DISCUSSION ITEMS

Greg McBride stated that budget approvals will be coming to Facilities & Services in the next few weeks. He explained that there are three main sections of the budget. There is the Non-Academic Building Fee (\$43/student/quarter) that goes to the Viking Union, any bond projects and any maintenance. For instance, money was taken from that for the renovation in 2000 that helped support all of the VU facilities and systems. The VU Operations is where the staff, operations and programs will be. The Recycle Center is a standalone operation that gets its money from constituent stakeholders. Non-Operating and VU Reserves are used for one-time projects and are the "savings" for the VU. At the organization level, it includes the VU operations, Lakewood, Information Desk/Lost and Found, Child Development Center, institutional recharge (money they pay back to the institution), digital signage and Viqueen. Those are the main chunks of money and it becomes much more detailed when discussing the VU operations. Within the VU, it includes maintenance and operations, event services, custodial services, IT services and marketing. The Financial Flow Chart has 2016 values and the VU Financial Organization is most likely from 2014. McBride stated that \$2,600 per year is used to lease the shoreline at Lakewood. The monthly electrical bill for the VU is \$13,500 per month. He added that in the VU they have to think about renewal. He stated that the carpeting on the 5<sup>th</sup> floor was redone in 2014 which cost \$50,500. He explained that 38 average sized homes can fit in the VU, so the amount of work and cleaning the VU needs is extensive. Eric Alexander stated that 2 years ago, they started discussing where to place the addition to the Ethnic Student Center. Through that process, they discovered that the VU is only the size for half the amount of students at Western. They are looking at building a larger building to serve the actual number of students at Western. McBride

explained that the Recycling Center is south of Sehome High School with all student employees with one staff member. They provide daily collection of all the recycled materials on campus, they transport all recyclable materials and then hand sort the materials. They work in all conditions so it is highly intensive work. They also provide furniture and wood recycling. McBride added that there are about 40 student staff in the VU which include building managers and tech crew/event support crew. He added that VU facilities are partly operations and constantly making improvement and the ESC renovations will increase the opportunities to make improvements. They make improvements based on a program aspect as well as the look and feel of the change to create attractive and enticing environments for students. McBride stated that in the past, some of the VU budget goes to Facilities & Services so they can prioritize some projects. For example, replacing the furniture in the Club Hub or replacing the furniture in the Board Office. He explained that a previous project was moving the Disability Outreach Center to be more visible and make it more accessible. Alexander stated that this year with the ESC construction, F&S can be part of the discussion with where the other offices affected by the construction should go. Alexander added the AS itself is going through restructure and are moving some of the councils into a new organizational set. This would create new ways of approaching our work across multiple domains and he thought that bringing that to F&S could be beneficial.

### **III. INFORMATION ITEMS**

### **IV. ACTION ITEMS**

### **V. ADJOURN**

*Moeller adjourned the meeting at 8:36am.*