ASWWU Executive Board Meeting Minutes

10/15/26 | 2:30pm| VU567

ASWWU Executive Board Members

Present: {#}

Maynard – President	Welfare – ASVP Univ Ops
Triebs – ASVP Gov Aff	Montalvo – ASVP Diversity
Plastino – ASVP Student Services	Wald – ASVP Sustainability
Hoover – ASVP Activities	

Absent: n/a
Advisor: Lorio
Secretary: Lojewski
Guest(s) in attendance: Stella Keating, Coordinator of Legislative Affairs

Motions Summary – at a glance, actions taken this meeting.

Motion #	Title	Result
ASB-26-F-06	Hoover moves to approve 10/15/2026 ASWWU Executive Board Consent Agenda as presented	Passed

1. **Call to order**
   Maynard, Chair, called the meeting to order at 2:49pm.

2. **Revisions to the agenda**
   a. None.

3. **Consent Items – Routine business items that do not require discussion**
   a. Approve ASWWU 10/1/2026 Meeting Minutes Doc #1

ASB-26-F-06	**Motion:** Hoover moves to approve 10/08/2026 ASWWU Executive Board Consent Agenda as presented.		
{Hoover} moves to approve 10/08/2026 ASWWU Executive Board Consent Agenda as presented.			
Motion Made By:		**Motion Seconded By:**	
Hoover		Triebs	
Vote Count:			
Aye	Nay	Abstain	**Action Result:**
7	0	0	Passed

4. **Public forum – Time for WWU & community members to address the ASWWU Executive Board.**

a. None.

5. **ASWWU Executive Board reports**
    a. **ASWWU Executive Board President Report** (Maynard, Doc 2)
        i. Meeting with a club; the financial need for clubs can be difficult and there is a perception of not enough funding
        ii. WSA update, check in with Moya for travel paperwork
            1. Make sure the budgeted hours worked on campus are only the critical meetings, be efficient with work in the week leading up to WSA. There are hours budgeted for those attending, but no more than 25 hours
        iii. Volunteer for Voter Hub, Gwen needs to start training people so please reach out to her

    b. **VP University Operations Report** (Welfare, Doc 3)
        i. Swipe Out Hunger, a program under the Aramark contract, fell through under switch to Chartwells contract. Enochs has said that Chartwells has, in other places, done this program, so there is a probability that we can participate again.
        ii. Finance and Budget workgroup is going to be on pause, in talks with President Curfman.
        iii. ACSRI, who might be interested with President Cufman in a divestment workgroup?

    c. **VP Activities Report (Not Submitted)** (Hoover)
        i. N/a

    d. **VP Diversity Report** (Montalvo, Doc 4)
        i. Meeting with Amy Salinas, lobbying to assist with advocating for more funds to go to The Centers.
            1. Expressed desire to meet with all the VPs since The Centers are too big for one VP to fully support.
        ii. SEJF fund workgroup working with Wald
        iii. We Are Jane Doe update, deciding to postpone the project (the event, not being rescheduled to next Friday). Input more time, hoping for the support of more VPs, senate members, and possibly club members/leaders. Still working on the statement and refining language.

    e. **ASWWU Advisor Report** (Lorio, N/A)
        i. Timesheet reminder!
        ii. It's week 4. It feels like the quarter just started and that it's been happening for a long time. As an executive board, at this point in the quarter, it's normal to still be settling into the work.

1. Even trying to do workgroups can be difficult since between senate and executive board, there are different norms for how work gets done. For joint workgroups: both bodies need to take action on approving them, but the work to approve them looks different between each body.
2. Clarification on why SEJF is not accepting proposals, it's not that the fund itself is being questioned, but the process that the group uses to disperse funds needs to be refined.

iii. Expression of appreciation for Montalvo in working on the We Are Jane Doe statement and taking in feedback from senate on how to make the statement say what it's meant to say.

6. **Action items – Items that are expected to need a vote**
    a. **None.**

7. **Discussion Items**
    a. **Executive Board Community Agreement** (Maynard, Doc #5)
        i. On preparation, Triebs, in reading board reports, it would be helpful to be able to understand how much work is being done throughout the week.
        ii. On communication, when are agreed upon work times, Wald, typical 8am – 6pm work hours. Additionally, within a day or two of receiving communication, a response should be sent.
            1. Montalvo, how do we make sure we retain the autonomy to do our work?
            2. Lorio, are office hours being spoken about in the same way? If, for example, the group decides that emails need to be responded to within 24 hours, office hours can't have gaps that don't uphold this decision.
                a. Work around campus and with collaborators is typically 8am – 5pm, so sending emails during a late night is modeling something different from what's typically happening
            3. Maynard, office hours have been times when she's available to talk and do work in the office, including one on ones and other meetings with students.
                a. Wald, office hours are when she's physically in the office and able to do work. Montalvo prioritizes events or meeting with students over office hours when necessary.
            4. Welfare, what's the difference between office hours and being open to receiving communication, someone can send a message whenever
                a. Maynard, emails are typically going to be left until office hours, but Teams messages are usually going to be answered
                b. Hoover, are the windows of being open to receiving communication the same window as when people are being expected to respond?
                    i. Maynard, for the most part, yes

iii. On accountability, confidentiality, this work is pretty open especially with OPMA. But sometimes, it's more appropriate to keep information or sources confidential.
    1. Lorio, student information, generally, is FERPA protected. There shouldn't be too much of this in most of the work, but it's best practice to ask, if unsure, if someone wants certain information shared out and attributed to them specifically
        a. Applications, for committees, testimonies, hiring, etc
iv. On professionalism, social media, it's a program expectation that anyone involved with posting on social media goes through the proper training
v. On conflict resolution, Wald, Hoover, Montalvo when conflict spills over into affecting the work that can get done between people.
    1. Asking for mediation, for miscommunication, needing a non-biased third party
    2. Lorio, is there a meaningful difference between facilitator and mediator?
        a. Maynard, mediator has a more active role in the conversation whereas a facilitator is more passive.

8. Information items – Items that do not need a vote

a. Event With Administration Oct 22nd (Maynard, Doc N/A)

i. Good opportunity to meet with people whose work is similar to your positions but reaches many different parts of campus.

9. Call to adjourn

Maynard, Chair, called the meeting to order at 3:45p.m.