

# Western Washington University Associated Students Board of Directors Meeting

Wednesday, May 5, 2010

VU 567

**AS Board Officers:** *Present:* Matt Jarrell (President), Virgilio Cintron (VP Bus Ops), Ramon Rinonos-Diaz (VP Academics), Colin Watrin (VP Activities), Bernard Ikegwuoha (VP Diversity), Morgan Holmgren (VP Governmental Affairs) and Mike Pond (VP Student Life)

**Advisor(s):** Kevin Majkut, Director of Student Activities

**AS Student Senate Rep:** Anne Jansen, Student Senate Chair

**Guest(s):** Lillian Furlong (Western Front), Alisha Beck, Anna Ellermeier (The AS Review), Jamin Agosti, Peg Godwin (AS Bookstore), Byron Starkey

## MOTIONS

**ASB-10-S-24** Approval of the minutes of Wednesday, April 21, 2010. *Passed*

**ASB-10-S-25** Approval of the minutes of Wednesday, April 28, 2010 with stated changes. *Passed*

**ASB-10-S-26** Approve not to exceed \$300 out of Operating Enhancement Fund for the Personnel Office Frame Request in Doc. 1. *Passed*

**ASB-10-S-27** Approve the Green Energy Fee Task Force Charge & Charter with stated changes in Doc. 2. *Passed*

**ASB-10-S-28** Approve Consent Items A-B. *Passed*

**Matt Jarrell, AS President, called the meeting to order at 6:23 p.m.**

*There was a signing ceremony for the AS Charter with the Board and President Bruce Shepard.*

## I. APPROVAL OF MINUTES

*MOTION ASB-10-S-24 by Cintron*

Approval of the minutes of Wednesday, April 21, 2010.

Second: Watrin                      Vote: 6 - 0 - 1                      Action: Passed

*MO TION ASB-10-S-25 by Ikegwuoha*

Approval of the minutes of Wednesday, April 28, 2010 with stated changes.

Second: Cintron Vote: 7 - 0 - 0                      Action: Passed

## II. REVISIONS TO THE AGENDA

**III. FINANCIAL REPORT-** ESC Steering is not correct, it will be fixed for next week. There is about \$5,000 left in their account. There is about 80-90% of the funds used in all budgets at this point. Cintron allowed Brian Conner to purchase food for employee training from Student Development Fund.

## IV. PUBLIC FORUM (*comments from students and the community*)

## V. INFORMATION ITEMS - Guests

### A. AS Bookstore Presentation

Cintron

Peg Godwin said that there have been a lot of changes: they hired a fiscal analyst and completed the upgrade of the server which has allowed them to do is protect their credit card data. They are working on rush trying to make it as smooth as possible. They have increased the number of books ordered ahead of time by giving students their class schedule and paying for them in advanced so they are packed for disbursement. This also helps students make sure they are getting the right books. They did almost a half million in profits on these kinds of transactions this year. They are working on the look and feel of the store. They are trying to make sure that Western goods are right up at the front of the store. New students are their biggest purchasers and August is their biggest month of sales. They are seeing more electronic readers for books and are looking at how they will affect the textbook market. Also online resources for textbooks are making it

competitive. Godwin said that Western's textbooks are a good value because they are the right textbooks, whereas ordering them online students can get the wrong addition. They are also looking at textbook rentals. There are some issues with inventory, because the store still owns the books so they show up as being in the inventory. Renting is a way to keep the initial investment on the books down to somewhere in the 50% range. Ikegwuoha asked about the condition of the book upon return. They are having discussion about this but the Bookstore is used to buying used books and should be able to categorize what is "normal" use. There will also be some penalty for not returning their books. She feels that Apple is very difficult to deal with and so they will probably not be carrying Apple products. They are working with the Registrar's Office to show the price of textbooks, this will help establish the approximate cost of classes at the time of registration. Higher Ed Authorization Act compliance in this area will happen by July 2010. They will be coming in close to last year's sales revenue and in this financial climate they are please with this. They are also looking at using more local vendors, such as Woods and Brenthaven. Godwin will work on the Bookstore Advisory Committee this summer because she feels this is important but needs to learn a little more about the committee members. The AS Bookstore now has a Facebook page. Rinonos-Diaz asked about the issue with having professors turn in their book orders on time. Godwin said that it is getting better; some of the problem is that Adjunct Professors don't get assigned until the end. She said that one of the hard things is if they don't receive orders by buyback they cannot buy books back from students.

#### VI. ACTION ITEMS - Guests

##### A. Frame Request

Cintron Doc. 1

These frames will be used for the posters that all AS Employees sign at AS Training.

*MOTIONASB-10-S-26 by Cintron*

Approve not to exceed \$300 out of Operating Enhancement Fund for the Personnel Office Frame Request in Doc. 1.

Second: Rinonos-Daiz

Vote: 7 - 0 - 0

Action: Passed

#### VII. PERSONNEL ITEMS (*subject to immediate action*)

#### VIII. ACTION ITEMS- Board

##### A. Green Energy Fee Task Force Charge & Charter

Pond Doc. 2

The charge has been changed to reflect what the committee will be doing in the next week or so. The membership has been changed to reflect the people who attended the meeting on Friday. There is an addition of 3 students at-large and 1 more student from Students for Renewable Energy. In the Charge change "on" the Green Fee to "regarding the Green Fee".

*MOTIONASB-10-S-27 by Pond*

Approve the Green Energy Fee Task Force Charge & Charter with stated changes in Doc. 2.

Second: Cintron

Vote: 7 - 0 - 0

Action: Passed

#### IX. INFORMATION ITEMS - Board

#### X. CONSENT ITEMS (*subject to immediate action*)

##### A. Scholarship Recipients

Cintron Doc. 3

There is one person listed for two different scholarships as the alternate. The Board will deal with this issue if the odd case happens that the person is in the situation of being able to accept two scholarships.

B. Green Energy Task Force- Fis Maute-Gibson (RHA), Danielle Dickson (Senate), Cole Johnstone (Environmental Science), Matt Moroney (Students for Renewable Energy)

*MOTION ASB-10-S-28 by Rinonos-Daiz*

Approve Consent Items A-B.

Second: Pond

Vote: 7 - 0 - 0

Action: Passed

## XI. STUDENT SENATE REPORT

### Student Senate Meeting Information

Jansen reported that they edited the Charge & Charter yesterday but would like to approve a clean copy. They will be working on the ByLaws next week. Jansen put in request for a new Senate Logo.

## XII. BOARD REPORTS

### VP for Business & Operations

Virgilio Cintron reported that he will be meeting with the Publicity Center about the website. Rinonos-Diaz and Cintron have continued to work on the Strategic Plan and will be bringing the draft next week. He is still working on the document for the Internal Assessment Program. Budget Committee has been meeting for the past couple weeks and decided to take on the ESC Grad Assistant from Student Affairs, to help the university with their budget. This is a student position and something that benefits students in the AS therefore they felt it was appropriate to take on. Hiring is almost finished. Cintron has started his internship with his successor. Services and Activities fee is wrapping up and he will report more on that later. Management Council is trying to figure out how to leave suggestions about issues for future years. The Board needs to start looking at their budgets and this will be a carry forward budget. He will bring the Recognition Policy in the next two weeks.

### VP for Academic Affairs

Ramon Rinonos-Diaz thanked Holmgren for attending University Planning & Resource Council in his place, while he took his midterm. He also reported that Student Tech Fee Committee came up with a policy and outlines for Computer Lab replacement over the next seven years. He will be going to the WWU advocates meeting with Jarrell and Ikegwuoha.

### VP for Student Life

Mike Pond reported that the Green Energy Fee Task Force had a two hour long meeting and created a blackboard for the committee. Gender Inclusive Housing Task Force has met twice this week and will be sending out a survey to 400 on-campus students. Executive Dining Committee was presented with the real food challenge and direction where they would like to see University Dining go.

### VP for Governmental Affairs

Morgan Holmgren reported that two people from the community, a city employee and city activist will be coming to Legislative Affairs Council (LAC) to speak about a rental licensing ordinance. They will also be at the program for Viking Community Builders. WTA BOD meeting at 6:00p.m. at the City Council Building will be talking about what to do now that the sales tax did not pass. Holmgren will be bringing a new charge for LAC that will discuss absorbing the responsibilities and role of Legislative Action Fund.

### VP for Activities

Colin Watrin reported that Interclub Council will be doing a demo of Org Sync another club software. He is also working on internship with Alisha Beck, VP for Activities-Elect, and the AS Club Coordinator. The Cold Beverage Contract met to create new requests for proposals for a new contract and is now ready to send out the bids. He attended the university branding

meeting where they came up with the new University tagline. It will most likely be 'Active Minds Changing Lives.'

**VP for Diversity**

Bernard Ikegwuoha reported that he will be at an all day conference for Immigration Reform on Saturday. He has been reviewing the scholarship application for the Diversity Scholarship Committee. They also did a survey about the ESC to assess where they need to go next year.

**President**

Matt Jarrell thanked the additional guests joining the AS from the Administration for the AS Charter signing. Jarrell spoke at the AS Employee Recognition Ceremony. S & A fee talked about summer allocations and will be voting on final budgets next week. He is working on getting a Student Trustee group selected with three to five recommendations. This will be brought to the Board by next week.

**XIII. OTHER BUSINESS-**

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 6:59 P.M.**