

Vagina Memoirs Coordinator Institutionalization



Proposed Motion: Approve the institutionalization of the Vagina Memoir Coordinator position, with an assistant coordinator pay rate, as a three quarter position, and the approve the allocation of \$229.75 from the ROP Administration Budget [FXXROP] for up to 25 hours of work this spring for the current Memoirs Facilitator, with the stipulation that priority seating for Western students be researched, developed, and implemented.

Sponsor: Vice President for Diversity

Persons of Contact: VP for Diversity, Deng de Duot; Vagina memoirs Facilitator, Elana Cohen; ROP Director, Brandi Ball

Date: 14 March, 2013

Request:

To institutionalize the Vagina Memoirs Coordinator Position as a three quarter position salaried at an assistant coordinator pay rate and to allocate funding for the extension of the current position into spring quarter for interning reasons.

Rationale:

This position was created to increase communication and relations between the Vagina Memoirs process and facilitators and the Women's Center. In previous years, there were miscommunications and tension between parties involved in this process. This year, we did not encounter the same issues present in year's past. The creation of this position allowed for positive relationships between the Women's Center and the Vagina Memoirs facilitators. In addition, it has allowed for better distribution of duties as to not overwhelm the Women's Center staff, whereas last year's staff felt burdened by the planning process.

Because this year was a temporary position, it is the recommendation that this position be continued and the hours increased. With the help of Lisa Rosenberg and Brandi Ball, here are the salary suggestions that we recommend for next year:

Fall Quarter-salaried at 10 hours/week: \$1,286.60

14 weeks * 10 hours/week = 140 hours (this includes fall training)

140 hours * \$9.19/hour = \$1,286.60 for fall quarter

Winter Quarter-salaried at 15 hours/week: \$1,516.35

11 weeks * 15 hours/week = 165 hours (this is the same as this year)

165 hours * \$9.19/hour = \$1,516.35 for winter quarter

Spring Quarter: hourly for 25 hours (for interning and hiring process)

* \$9.19 = \$229.75

Total cost: \$1,286.60 + \$1,516.35 + \$229.75 = **\$3,014.70**

2012-13 allocation

\$768.40 fall + \$1,491.60 winter = \$2,260

2012-13 actual*

\$1,213.62 fall + \$1,516.35 winter = \$2,729.97

Increase requested from 12-13 allocation

\$754.70

**actual exceeds the allocation due to extra approved hours worked fall quarter and the impact of the minimum wage increase on the winter salary*

Due to the unpredicted demands of this position, the Vagina Memoirs Facilitator went over the allotted hours by much more than originally allocated (with approval of the ROP Director, Adviser, and VP for Business & Operations). In addition, after discussing between Women's Center staff, Lisa Rosenberg and the ROP Director, it is our recommendation that the Vagina Memoirs Facilitator attend all of AS fall training in order to be better prepared for the position and to increase understanding and communication within the office. We also suggest that the position be extended through Spring quarter as an hourly position only for hiring and training the next Vagina Memoirs Coordinator and Facilitators (for 25 hours).

In addition to financial suggestions, the Women's Center suggests that the title of the position be changed from "AS Women's Center Vagina Memoirs Facilitator" to "AS Women's Center Vagina Memoirs Coordinator" in order to better differentiate between paid and unpaid facilitators and the duties involved (although the position will remain as an Assistant Coordinator salary classification).

Our office also wants to recommend that all facilitators be hired during Spring quarter and that if possible, Volunteer Facilitators receive a stipend for Winter quarter because of the time demands that the position requires. Acknowledging that this position takes so much energy and time, we hope that by giving stipends to the volunteer positions it will make it more accessible to people of different financial backgrounds furthering diversity of the process and the Associated Students.

Optional Proposed Motion: Approve two 2-quarter Vagina Memoir Facilitator positions to have a stipend of \$X per quarter for Fall and Winter quarters to be paid for out of the ROP Administration Budget [FXXROP] and to be hired beginning in the spring of 2013.

We would also like to request that \$229.75 be allocated for up to 25 hours of work this spring for the current Memoirs Facilitator in order to intern the incoming position holder.