

# Western Washington University Associated Students Board of Directors Meeting

Friday, October 25, 2013

3:15 p.m.

VU567

**AS Board Officers:** *Present:* Carly Roberts (President), Josie Ellison (VP Academics), Jarred Tyson (VP Activities), Hung Le (VP Bus Ops), Mayra Guizar (VP Diversity), Kaylee Galloway (VP Governmental Affairs) and Robby Eckroth (VP Student Life)

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

**Guest(s):** AS Personnel Director: Nidia Hernandez; AS Resource & Outreach Programs: Matt Smith, Laura del Villar; Representation & Engagement Programs: Sarah Kohout, Glen Tokola

## MOTIONS

- ASB-13-F-15** Approved the amended changes to the Personnel Committee Charge and Charter with the stipulation that the outgoing & incoming VP for Business & Operations communicate about the stated change. ***Passed***
- ASB-13-F-16** Move the ROP Targeted Event Proposal from an Information Item to an Action Item. ***Passed***
- ASB-13-F-17** Approve the proposal for gender-targeted Vagina Memoirs open call. ***Passed***
- ASB-13-F-18** Make a one-time exception to the Sunset Clause to allow for Chargers and Charters to be voted for renewal by the 4<sup>th</sup> meeting of fall quarter by the AS Board of Directors, with the stipulation, that the policy will be reevaluated by the end of winter term 2014. ***Passed***
- ASB-13-F-19** Approve Consent Item B. Committee Appointments including adding Olin Johansen from LAC and Chris Brown on Parking appeals as "No longer serving on committees". ***Passed***
- ASB-13-F-20** Approve the AS ESC Steering Committee Charge & Charter. ***Passed***
- ASB-13-F-21** Approve the AS Student Trustee Selection Committee Charge & Charter. ***Passed***
- ASB-13-F-22** Approve the AS Activities Council Charge & Charter. ***Passed***
- ASB-13-F-23** Approve the AS Alternative Transportation Fee Charge & Charter. ***Passed***
- ASB-13-F-24** Approve the AS Green Energy Fee Committee Charge & Charter. ***Passed***

**Carly Roberts, AS President, called the meeting to order at 3:23 p.m.**

**I. APPROVAL OF MINUTES-** The minutes were not uploaded to the web due to technical issues and will be voted on at the next meeting.

## II. REVISIONS TO THE AGENDA

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

## V. ACTION ITEMS - Guests\*

- A. AS Personnel Committee Charge & Charter (10 minutes) Le Doc. 1
- Le spoke with each of the Board Members about this. The main concern was if the AS Business Director (BD) was required for every single item on the Agenda. Le looked through every Agenda from last year and felt there was at least one item each week that required the BD to be in attendance. Le said that while there was a concern about having six members, everyone on the committee thought it would be acceptable. Le said one focus for this year will be to review the salary schedule. Roberts still thinks that it is inappropriate to have the BD added as a permanent voting member. Her primary concerns are confidentiality and keeping this group small. Secondly, if there is a tie then it would go to the Board, which defeats the purpose of having a committee that items are delegated to. In order to break the tie they would need to add another member which would bring it to 7 or the same amount as the Board.

Personnel Committee (PC) reviews some very sensitive items and having a small group is ideal. She thinks they could add the BD as a “non-voting, as needed” member. This helps protect the processes involved with personnel issues. The merits of having them on the committee doesn’t outweigh keeping the committee small for other reasons. Te said that he just wants to do this for this year. He does recognize Roberts’s concerns. Galloway asked how many close to tie votes PC has had. PC really only works on policy so it usually swings one way. Te said that any time they talk about a salary or financial information the BD would need to be there. Hernandez said job descriptions get reviewed every year, but they haven’t looked at the salary schedule since the budget freeze. She feels it is important for the BD to be a voting member and to try it this year. Roberts recognizes the need to have the Business Director there for these types of issues, but the BD wasn’t hired or trained to handle sensitive personnel issues like this. She thinks that they could even give the BD a vote when related to budget, but doesn’t feel they should be voting on Personnel Issues. Roberts said that no one has addressed her concerns about the size of the committee or reviewing Personnel Issues. Hernandez thinks that it should be added to the job description for the BD. The position will have an opportunity to be trained along with the Management Council Representative on handling personnel issues. Eckroth wonders if there should be someone based in the Personnel Office that works with the business side. Roberts said that there is a selection process of the Management Council Reps and they are chosen as being a good person to serve on the committee. Roberts said that she sees the need to have them there for business related issues. She hasn’t heard anything to convince her that they need to be there personnel related issues. Roberts suggested having them not vote on personnel related matters. Eater if they feel it is necessary to have the BD vote on everything, then they can add it to the job description and hire with this in mind. She thinks that the current position holder has experience in this area but they can’t make decisions based on the person in the position. Le said that this is for one year. Hernandez knows that it is six members, but there are very few times that it is a tie. Being on personnel committee for three years, she doesn’t see this being a problem. She knows it is not in the job description, but she thinks it would be a good year to try it out. Roberts recognizes that it is a pilot but she still thinks that they need to make decisions as if there will be personnel items brought up this year. Eckroth asked what the cons were of having the BD being non-voting. Le thinks there is more weight given to voting members.

***MOTION ASB-13-F-15 by Le***

Approved the amended changes to the Personnel Committee Charge and Charter with the stipulation that the outgoing & incoming VP for Business & Operations communicate about the stated change.

Second: Galloway Vote: 5 - 2 - 0 Action: Passed

**IV. INFORMATION ITEMS - Guests\***

**A. ROP Targeted Event Proposal**

**(20 minutes)** GuizarDoc. 2

Matt Smith said that they started working on this on Monday, October 14<sup>th</sup> but there was no meeting on October 18<sup>th</sup>. One of the critiques last year was that the item was an action item at the same time the auditions were actually happening. Due to the cancelled meeting they are in more of a hurry this year as well. The event is just a few days after the next meeting. He is brainstorming ways for future years to have this be smoother. Laura del Villar said that the Vagina Memoirs is a gender targeted event put on annually specifically targeting marginalized identities to create a safe space and share their truths. Roberts understands the timing and thanked him for acknowledging this. 4 dittoed. Roberts would like to incorporate a permanent approval for the gender targeted program along with the request for permanent institutionalization of this program. She thinks it’s odd to give it a budget a position for the program but still require Board approval for it. Majkut said that making approval for the gender targeted program permanent has been discussed before. In the past the Board has stated that

when there is a gender targeted program they are limiting who can participate. Everyone pays into the Services & Activities Fee and therefore limiting access is a big decision that should be reviewed by each Board on a yearly basis. Majkut asked about the term trans\* folks and who this really means. Del Villar said that all people who are not cis-gendered males (cis-gendered refers identifying with the to biological sex assigned at birth) are invited to perform. Smith said that a queer cis-gendered man would not be targeted for example because this program is more about gender identity. Majkut feels that this is broader than he thought. Smith said Trans\* means anyone who doesn't identify with the gender sex that they were assigned at birth. They don't assess what level of differentiation there is, it is self-identification. Guizar asked to suspend the rules and make it an action item this week because the open call is from November 4-6<sup>th</sup> is the program and she would like to. Te wondered about the possibility of doing an email vote at a later time. Roberts feels that per her reading of the RCW they should make all of their votes in public. Majkut would tend to agree with this. He thinks it is a problem to allow online voting because the public doesn't have access to this in the same day. Ellison feels that this is not a contentious topic. Roberts supports moving this. This is a request that has come in the past, and the AS has already approved funding.

*MOTION ASB-13-F-16 by Ellison*

Move the ROP Targeted Event Proposal from an Information Item to an Action Item.

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

*MOTION ASB-13-F-17 by Galloway*

Approve the proposal for gender-targeted Vagina Memoirs open call.

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

**B. AS Senate Reform Task Force Charge & Charter** (10 minutes) Galloway Doc. 3

Galloway said that this document came out of many conversations and the AS Board Work Session. Tokola said that recommendations section of the charge would be for the task force members to make recommendations during the Senate Reform meetings to Tokola as the staff person leading the reform process. Tokola said that University of Washington had a similar committee about four years ago that was chaired by the AS President. He feels that with the success of the UW they can see that this might work well at Western. He feels this task force would allow for a much better connection with the whole campus. Galloway would like feedback requiring the assistant director of Student Activities to attend, she is concerned about taking more time from this position. Roberts suggested having the advisor as needed. The Board member is not specified because Galloway wanted to leave flexibility because there might be more applicable Board members for different subjects. As they began talking about the Senate being more academic based, they talked about having Ellison attend. Roberts would support having the Board Member be as consistent as possible. She would like a small report typed up and submitted to the Board after each meeting. Tokola will take responsibility for submitting a report and feels it falls within his job description responsibilities.

**VI. PERSONNEL ITEMS** (subject to immediate action)

**IX. CONSENT ITEMS** (subject to immediate action)

**A. AS Sunset Clause** (10 minutes) Le Doc. 4

Roberts said due to the emergency meeting on last Monday, the Sunset clause was pushed off a little bit, the Consent Items are out of order this meeting for context. Le said due to the unexpected and unanticipated Board Meeting they should acknowledge that the sunset clause has passed. Le feels that they should reevaluate the sunset clause to plan for unexpected meetings and also the process for letting people know that committees are being dissolved. Roberts said that to the letter of the law they were violating the policy by letting the committees continue meeting after the Sunset Clause had passed on October 14th. Ellison thinks that for

precedence they should acknowledge this. Eckroth thinks that this should be amended because he wanted to bring the charge & charters to his committees before making changes.

*MOTION ASB-13-F-18 by Le*

Make a one-time exception to the Sunset Clause to allow for Chargers and Charters to be voted for renewal by the 4<sup>th</sup> meeting of fall quarter by the AS Board of Directors, with the stipulation, that the policy will be reevaluated by the end of winter term 2014.

Second: Ellison

Vote: 7 - 0 - 0

Action: Passed

B. Committee Appointments

Diversity Achievement Award Committee

Faline Jett Interdisciplinary

Senior

AS Bookstore Advisory Group

Elizabeth Peek Sociology

Senior

AS Legislative Affairs Council

Oscar Aguirre Political Science/Philosophy/Economics Junior

Daniel S Tollefsen Management

Senior

Sydney Kurie Psychology

Freshman

AS Election Code Review Committee

Cole Barga Political Science/Philosophy/Economics Senior

Sean Miller Psychology/German

Junior

Erin Foster History/Political Science

Junior

Glen Tokola English Literature minor in PR

Senior

Caylyn Rolph-Tate Sociology

Senior

AS Structure & Program Advisory Committee

Alexander Marber Economics

Senior

AS Divestment Committee

Graham Marmion Economics minor energy policy

Senior

Campus Dining Committee

Ashely West Spanish and Communications

Junior

Academic Honesty Board

Erin Foster History/Political Science

Junior

Sydney Kurie Psychology

Freshman

Student Academic Grievance Board

Sydney Kurie Psychology

Freshman

AS Election Board

Sean Miller Psychology/German

Junior

Elizabeth Pebley Political Science

Junior

Graduate Council

Max Davidson Experimental Psychology

Graduate Student

AS Activities Council

Katrina Haffner Anthropology/Theatre

Junior

Samuel Weaver Industrial

Junior

Mason L Thaut Master in History

Grad

Student Publications Council

Lily Jaquith Journalism

Junior

Parking Appeals Board

Scotty Felch Computer Science

Junior

*\*No longer serving on committees: Matthew Hilliard: LAC, Michela Smith: AS Activities Council, Aparna Kumar: Graduate Council*

Roberts said that there are two current REP employees on the Election Code Review

Committee. Galloway said that the Vote Coordinator will not be an AS employee after November 20<sup>th</sup>. Roberts thinks that these are good appointments but still wants it to be transparent. Kudos for all of the work Sarah Kohout has done on recruitment. 6 dittoed.

*MOTION ASB-13-F-19 by Galloway*

Approve Consent Item B. Committee Appointments including adding Olin Johansen from LAC and Chris Brown on Parking appeals as “No longer serving on committees”.

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

## **VII. ACTION ITEMS - Board\***

### **A. AS ESC Steering Committee Charge & Charter                      (5 minutes)      Guizar Doc. 5**

Guizar added the ASB Code to the budget. Guizar made a note to add this to the job descriptions of the ESC Employees when they figure it out which committee is more relevant. Guizar said that now it will be who is available to attend the meeting.

*MOTION ASB-13-F-20 by Galloway*

Approve the AS ESC Steering Committee Charge & Charter.

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

### **B. AS Student Trustee Selection Committee Charge & Charter (5 minutes) Roberts Doc. 6**

There are no changes to this document.

*MOTION ASB-13-F-21 by Eckroth*

Approve the AS Student Trustee Selection Committee Charge & Charter.

Second: Ellison                      Vote: 7 - 0 - 0                      Action:

### **C. AS Activities Council Charge & Charter                      (10 minutes)      Tyson Doc. 7**

Tyson made some changes to this document based on feedback. He added budget codes. He added “align with the values of the AS Mission Statement and Strategic Plan” instead of having them follow the entire plan. He crossed out creating contracts and said the committee could place stipulations. Roberts said that he put a lot of hard work into this and it’s apparent.

*MOTION ASB-13-F-22 by Guizar*

Approve the AS Activities Council Charge & Charter.

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

### **D. AS Alternative Transportation Fee Charge & Charter                      (5 minutes)      Eckroth Doc. 8**

There are no changes to this document

*MOTION ASB-13-F-23 by Roberts*

Approve the AS Alternative Transportation Fee Charge & Charter.

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

### **E. AS Green Energy Fee Committee Charge & Charter. (5 minutes) Eckroth Doc. 9**

There are no changes to this document.

*MOTION ASB-13-F-24 by Galloway*

Approve the AS Green Energy Fee Committee Charge & Charter.

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

## **VIII. INFORMATION ITEMS - Board\***

## **X. BOARD REPORTS**

**President**

Carly Roberts reported that there has been a lot going on with the riot. She will create a briefing document to review what has happened. In the near future there will be discussions about the role of the AS in emergency situations, (e.g. How do they deal with it, what will their response be, and what is the AS's responsibility.) This will also be going into her legacy document.

Kudos to Sarah Kohout, Galloway and Western Votes (WV). She was able to attend the WV General assembly meeting and is proud of all who were there. 4 dittoes. The Munro seminars are coming up Nov 5-7 and are centering on the economic vitality of Washington. She hopes that Board Members will be able to attend these great opportunities. She received an invitation from Washington Policy Center to have 25 students attend the Summit in November. The Foundation will be covering the cost of the vehicles and registration. [Correction: the Foundation was only covering the cost of registration] They will be working on the selection process. There will be a Carver Academic Complex meeting on Monday and student advocacy will be important in this area this year. The building is in very poor condition. Mid-quarter AS trainings are coming up.

**VP for Academic Affairs**

Josie Ellison reported that the Committee on Undergraduate Education and Academic Coordinating Commission had approved the creation of the Western Study of General Education committee, with favorable membership for students. The Academic Dishonesty Policy is still in the process of being finalized and that they would bring the current version to the Board as a consent item to hear more students voices in the process of final approval. They said that there would be a document coming soon about the question on inclusivity in teacher evaluations, and that they would be working with the Equal Opportunity Office during the process. They mentioned that they are working on an increase in graduate student representation and inclusion within the AS and on campus.

**VP for Activities**

Jarred Tyson reported that Activities Council has recognized seven new clubs in the past two weeks. They have strong opinionated people who want to contribute to the greater good of AS Clubs. They started a task force to revise travel policy for clubs. They are looking to see if they can integrate with TEM. AS Productions just had drawing jam and it was a great success. He met with the Campus Ree Director and he is excited to collaborate with Whatcom Community College for intercollegiate recreational events. He will be meeting with the Associate Athletics Director he wants to be able to collaborate more with the Athletics Department. He is on the Athletics Director search committee.

**VP for Business & Operations**

Hung Le reported that they are looking at the salary schedule, which will be an ongoing project for the business director over the next two months. The assessment process is going as planned. The assessment center has been created. There are eight total sections, two of which were due this past week. This past Friday Le and Mark Bagley attended a divestment forum in Seattle where they heard many speakers discuss divestment. MC talked about how they could improve upon their MC project. They also approved funds for the ASP event Lens; an event which contrasts photos from the past 50, 60 years in Western's Klipsun and Front in the VU gallery. EOO the demographics menu this is going to Mayra Guizar. He will be bringing it back soon with recommended changes.

**VP for Diversity**

Mayra Guizar reported that Steering approved the funding for three students to attend the Oregon Students of Color Conference. The application is going live and they are hoping to announce by Friday so that they can get travel paperwork though. She also did TEM training and it was very informative. However the trainers seem unsure how this process will fit with

other departmental processes. At Diversity Taskforce they looked at how to organize themselves for the year. They are also looking at how the AS will fit into this process. The Ethnic Student Center Conference was this weekend. The pilot extra day was used to full potential. 3 dittoes. The ESC conference was held this past weekend and the extra day was used to full potential. There were activities and workshops, one of which was about micro aggression. Another was about society, race, and education. Small groups of seven to eight people were assigned for the first time, a method which was successful. Kudos to the ESC staff for putting on such an awesome conference. 5 dittoes.

### **VP for Governmental Affairs**

Kaylee Galloway reported that on October 13<sup>th</sup> she at eight other students attended a WSA board of directors meeting in Tacoma. It was the largest group of students for a non-general assembly meeting. They started discussing their legislative agenda proposals. They have the opportunity to implement issue choosing process at the state level, which is the same one that has been implemented on campus. Western votes is strong, and had a strong presence while talking about strengthening chapters. They started brainstorming for issues and have contacted Central Washington University in regards to a voter access proposal and veteran's issues. Galloway is planning on working with Washington State Pullman on the dream act and pay it forward. The next WSA meeting will be November 16<sup>th</sup> and will include both a board of directors meeting and a general assembly where policy proposals and the budget will be debated and passed. LAC has been really good, and there are now eight students at-large on the committee in addition to two liaisons, a Western Votes representative, and Galloway. They started brainstorming issues for the AS legislative agenda and are hoping to start drafting both the state and local level proposals within the next week. One of the issues that came up is rental safety and meetings have begun to address this topic. Galloway spoke with Sherry Burke earlier in the week regarding the Carver Academic Complex. There will be a meeting discussing it from 4:00 - 6:00 pm on Monday the 28<sup>th</sup> of October in VU 567. It is important for the board to recognize the state of Carver Academic Complex and the need to get a supplementary budget passed during this pledge session. They are referring to it as the Carver Academic Complex because when referred to as a gym it is seen as solely an athletics complex, without note of the classrooms attached. These classrooms houses the largest major on our campus, PEHR, making it not only an athletic complex, but an academic one as well. This issue provides an opportunity to collaborate with the administration. Galloway attended City Council, Campus Community Coalition (CCC), and the mayor's neighborhood advisory commission. Community members are excited to see students attending. She thinks it would be great if people could attend. Western votes had their first general assembly with a good turnout of engaged students who passed the bylaws and endorsed four proposals to bring to the WSA. The endorsement proposals include pay it forward, which will include a task force to get a lot of questions answered regarding the proposal, students at critical transition points - first year, transfer, and nontraditional, DREAM and voter access, and same day registration. Also currently working on get out the vote. There are three get out the vote events, October 28<sup>th</sup> and November 4<sup>th</sup> from 5:00 - 8:00 pm. November 30<sup>th</sup> will be Trick or Vote, an event in which participants dress up and turn votes in. It will be held in the Residence Halls. Kudos to the Representation and Engagement office for doing wonderful work. There was a great turnout at committee orientation. Six of the county council members attended; one of them even made a blog.

### **VP for Student Life**

Robby Eckroth reported that today he met with students for Students for Sustainable Water and University Residences to talk about the ban on bottled water. They looked at Seattle University's process. When looking at the document regarding the history of their approach, they found that Western may be in the home stretch. They will be forming a committee to figure out how to reach out to the community and roll this process out. They want to make sure

they are communicating with Students, faculty and staff about policy so there is no confusion. Campus Community Coalition had a meeting regarding the riot. It was a great opportunity for Western staff, students and community members to brainstorm avoiding situations like this in the future and promote a greater relationship with the Bellingham community.

### **XIII. OTHER BUSINESS**

- A. Eckroth gave Roberts a shout out for all the hard work she has put forth in regards to the riot. 4 dittoes.
- B. Tyson stated that there is an event being put on by the Socialist Alternative Club that will entail an open forum about the riot. Western has not yet had an open dialogue about the riot so he feels it will possibly be a big event or, it might be at the point where people are done talking about it. Casey Hayden and the club coordinator discussed with Tyson whether this is the time for the AS to collaborate with a club because this particular topic can either erupt or fizzle out. He would like to get peoples perspectives. The event will occur on November 5<sup>th</sup>. The target attendance size is between 100 and 150 people. The funding hasn't been approved yet. Le asked if there was time to fund the advertisement of the event. There is already a design, they just need to print it after funding has been approved. Roberts said initially she doesn't have any feedback. She would be cautious of the AS partnering with a club that has an affiliation with a political party ideology. She thinks that it would be important as student leaders to keep this on their radar. Eckroth thinks it is good that an event is occurring after passions have died down a little, allowing a conversation to occur now that it is no longer such a hot topic.

**THE MEETING WAS ADJOURNED BY ACCLAMATION AT 4:48 P.M.**