

**Western Washington University Associated Students
Activities Council Meeting**

Monday, November 25th, 2013 VU 567

Present: Jarred Tyson, Kasey Koenig, Taylor Franks, Ashley Weyers, Katrina Haffner, Kevin Yen, Mason Thaut, Samuel Weaver, Nicole Carroll, Matthew Hilliard

Absent: Eddie Cuevas

Advisors: Casey Hayden

Secretary: Sheridel De Vera

Guests: McKenzie Clark, Emma Elias on and Taylor Iverson -ACDA, Emily Anguiano - WWU Handball, Kjell Hansen -AEG, Mark Broyle -SCC, Nathan Braks -SCC and WWULL, Austin Johnson and Ryan Ferrington -WWUPL, Christian Moulais on -WWU College YIG

MOTIONS

AC-13-F-44	Approve the minutes from November 18 th , 2013 -Passed
AC-13-F-45	Approve to recognize Association of Engineering and Environmental Geologists as an official AS Club -Passed
AC-13-F-46	Approve to recognize WWU Pokemon as an official AS Club -Passed
AC-13-F-47	Approve \$120 in the form of a grant for the Western Washington University College Youth in Government banner from Grants, loans and underwrites -Passed
AC-13-F-48	Approve \$680 in the form of a grant for the Western ACDA Policy from Grants, loans and underwrites -Passed
AC-13-F-49	Approve \$700 in the form of an grant for the Science Communication Club Publication from Grants, loans and underwrites (with the stipulates that they must print at least 100 copies) -Passed
AC-13-F-50	Approve \$893 in the form of an underwrite for the WWU Longboarding Berkley Trip from Grants, loans and underwrites -Passed
AC-13-F-51	Approve \$100 from Bookstore Donations for the WWU FASA Heritage Dinner - Passed

Jarred Tyson, AS VP of Activities, called the meeting to order at 6:09 p.m.

I. APPROVAL OF MINUTES

MOTION AC-13-F-44 by Tyson

Approve the Activities Council minutes from Monday, November 18th, 2013

Second: Hilliard Vote: **8 - 0 - 0**

Actions: **PASSED**

II. REVISIONS TO THE AGENDA

Nicole Carroll reported that the United States History club wants to change their funding request to \$750.

III. BUSINESS DIRECTOR'S REPORT

Taylor Franks reported that the graphs will show the money allocations of each agenda. She reported that in Grants Loans and Underwrites there is \$26,548. Club Conference account will be receiving \$450 back, so the number on the graph is incorrect.

In Club Conference funding there is \$7,038. Academic Conference funding has \$3,000. Bookstore Donation funding has \$2,450.

IV. CLUB RECOGNITION (*Basic Funding if Indicated*)

A. Western Washington University Whitewater Club

Absent

B. Association of Engineering and Environmental Geologists

Kjell Hansen said that their club will function as a hub aimed at environmental and engineering problems in the country. The club will focus on state licensing preparation and networking outside of the department. The club has been active but has not been an AS club until now. The club is open to other people than geology majors. He said that there are probably phases of meetings where people without a science background might be lost, but the club is not exclusive to the major. There are ten people in the club currently but has worked with Society of Economic Geologists to get cross participation. There has been a maximum of 30-40 people interested in the club. The club name is the same name as the national organization. Hansen said that the club is trying to look for funding through the organization since the club is part of the national organization. He said that he is working with his advisor in the department to try and get a little bit of funding for the club. Other benefits for being part of the national organization are extracurricular activities off campus, such as meetings in Seattle that students that are members of the national organization can attend. The meetings will only cost \$10 instead of \$35 if students are part of the national organization. Members of the organization have subscription to their online newsletters as well as emails on new and upcoming AEEG events throughout the country. He said that he is graduating and it is up to the new members and advisor for planning events in the future. Koenig recommends to have a current member attend the new club orientation.

MOTIONAC-13-F-45 by Koenig

Approve to recognize Association of Engineering and Environmental Geologists as an official AS Club under the academic and departmental category.

Second: Thaut

Vote: 9-0-0

Actions: **PASSED**

C. WWU Pokemon

Austin Johnson said he wanted to start the club because he noticed that there was not a Pokemon club in the summer. He made a Facebook page and got over thirty people interested the first day. The club has had a couple of unofficial meetings. The club serves for fans of Pokemon through battling, trading and/or playing games. The club reported that they will not be using funds. Franks said that if the club wants to request for funds then they will need to update the Assistant Business Director. Tyson suggested that there are many benefits of having an on campus account. Johnson reported that there were four members in the last unofficial club meeting. Hafner suggested that the club can use funds for food for meetings, purchasing Pokemon cards

or DVDs for the club to own. Koenig reported that the Pokemon Trainers club is not an official AS club and does not associate with AS events.

MOTIONAC-13-F-46 by Thaut

Approve to recognize WWU Pokemon as an official AS Club under the gaming category

Second: Franks

Vote: 8-0-0

Actions: **PASSED**

V. INFORMATION ITEMS

A. United States History Club (\$750)

Nicole Carroll reported that the club is taking a trip to Washington, D.C during spring break. The funding request will be going towards hotel cost, which is \$250 per person. There are three students going on the trip. The club will be going to museums, memorials, the White House and other historic monuments during the trip. The members will be staying in Washington, D.C for four days. This club has six solid members but is very new. The club became an official AS club last year. She said that going on this trip, will allow future members to see the different activities that the club holds. It will benefit the club in order to get new members. Hafner feels that the club is requesting funds that are lower than what clubs usually asks for funding travel expenses. Carroll reported that she found a flight that was cheaper than she previously imagined, but the flight will have the club members stay an extra day in Washington, D.C. Koenig said that \$250 per person is the most that AC has ever granted for a request. She also said that the requests are higher than the previous years and she is concerned that the amount of funding is too high. She said that the council should take a stance on \$250 per person being too high to fiind clubs or else AC will lose all their money by mid-winter. She hopes to have \$200 per person be the maximum funding, and have \$100-\$ 150 per person be the average amount of funding. Carroll feels that since there are only three people going on the trip, \$200 per person would be a fair amount. Carroll reported that the club will not be asking for any other funding for the rest of the year. The History Department is granting \$200 per person for a total of \$600. The club will also be doing a candy bar fundraiser that will hopefully fund \$700. Franks said that there are two funds for travel, an academic conference fund and a club conference fund. Franks said that travel funding usually only funds university expenses and not personal travel. She also states that the club will not be using any university resources while on traveling on the trip and lodging does not count as a university resource. Casey Hayden said that during the AC prep meeting, there was a conversation about the definition of travel for a conference or personal travel. He said that there has been an increase of clubs trying to get funding for travel from AC who are not going to an event. Koenig feels that finding the line between club travel and personal travel is really hard. Hayden explained a hypothetical situation of the Hiking Club wanting to go on a hiking trip during Spring Break, which seems very relevant to their mission. He said that the club would need to start a sign-up sheet. During the conversation, Hayden said that they referred the hypothetical situation as

either a recreational conference or a destination conference, which would be similar to club conference and academic conference. He said that if the Pokemon club wanted to go to a competition and represent Western Washington University, that event would be considered a club conference event. However, hypothetically, if the Pokemon club wanted to go to Nintendo it would be considered destination travel and personal benefit. Hayden said that he cannot see AC using student fees for funding personal travel request. The council is wrestling a lot more with trying to figure out what expenses to fund because this year in particular there are much more funding requests for travel coming in. The council is trying to define travel requests for clarity sake and for everyone to know what AC can or cannot fund in terms of destination and non-conference travel. He suggests to see if there is a conference during the time that the club is there, so there is an educational piece. He feels that if the club is making up their own itinerary it feels more personal than educational. Koenig and Tyson suggests for the council to have a discussion about what classifies travel funding for next quarter. Franks feels that tonight the council should take a stand on travel allocations. She feels that it would not be fair if AC funds certain travel requests during this meeting and no other requests that are similar during next quarter. Carroll said she is willing to look for conferences to go to during the time of their trip. She said that the members will be going on a tour to the White House which is a tour that is very inflexible. She feels that if the club does find a conference during the time that they are in Washington, D.C., she does not want the conference to take up their whole time and not be able to go around the city on their own. The club has already paid for the trip, but there are other funding avenues other than AC that the club will be receiving. Carroll said that she told the other two members who are going on the trip that she does not know how much money AC will fund for the trip and they might need to fund on their own. She said that the other members were fine with that. Hayden said that he needs to have a conversation with Kevin Majkut about this type of travel. Carroll said that the history department will give reimbursements for the travel but will not be reimbursed until after the trip. There was no requirement for the club in order to get funding. No faculty member will be going on the trip. She feels that this travel is similar to funding an activity that the club puts on. Franks feels that 'activity' is a broad word and the council would need to define what 'activity' means. Tyson said that an activity is defined by the Charge and Charter as (but not limited to) a presentation, workshop, event, guest speaker or seminar etc. Koenig said that when they were putting together that definition, it was reference to on campus activities and in relation to the full-circle effect about paying for travel and having something to be brought back. The council agreed that they will talk about this topic on other items.

B. WWU Handball Club (% 1,500)

Emily Anguliano said that the club has gone to the National Collegiate Handball Tournament for the past eight years. This year the tournament is in Raleigh, NC. The club will be going with the University of Washington so they will be representing the state of Washington at the tournament. The

funds will be going towards airfare. As of right now, she said she found tickets for \$400. She said she budgeted high for the airfare but she is also expecting the costs to fluctuate during the holiday season. The tournament will be from February 19th-23rd. Last year the club came in 14th place in the Nation with only three girls participating. This year there will be five girls participating. She said that the funding will be considered an underwrite because there are other sponsors for travel. One of their sponsors is a National Handball player who is a professor at Western. Another sponsor is Ken Starcher who will be donating his money to their group. His aunt is another sponsor. The club is budgeting high, because they do not know how much the other sponsors will give. Franks said that \$300 per person will be spent if AC funds the whole amount. Last year the club spent \$2,800 on travel and lodging but most of it was paid off. The club did not ask for money last year because the club was barely recognized as a team. Anguilano reported that last spring there was an event that raised \$1,000. Hayden said that some clubs have a Western Foundation if they regularly have private donors because it is easily tax deductible. The money will sit there and be spent or be transferred to the club account. Anguilano reported that last time she checked there was \$1,450 in the account. Tyson and Koenig suggests other modes of fundraising. Anguilano said that other modes of funding is something that the club will think about. She said if AC grants all the funding requested, the members will still be paying lodging, car rental, food expenses and registration fee out of pocket. The funding will only be covering airfare. Koenig suggested funding \$150 per person and will be funding the request as an underwrite from club conference. Franks reported that \$400 will be going back to the club conference account.

- C. Swing Kids C\$8451
Absent

VI. ACTION ITEMS

- A. Western Washington University College Youth in Government (\$120)
Christian Moulais on reported that this is the first year that WWU CYG is a club. The club is the college version of the YMCA Youth in Government program around the country. There are around 450 students involved in the program this year. This club is one of the first college chapters of the program. The club is requesting money for a banner to bring in new members. There has been six members coming to the meetings regularly. Koenig reported that the club was offered the publicity package. Moulais on stated that other modes of publicity for the club will be through word of mouth and the Facebook page. Tyson suggests that there are a lot of potential collaboration opportunities with other political clubs. He also suggested to collaborate with the AS lobby trip. The AS does a lobby trip and the club could potentially bring youth to Olympia to talk to Washington legislatures. Koenig suggest doing fundraisers to get the club's name out and to gain publicity. She also reported that Club Showcase will be in February and it is a great time for the club to publicize. Moulais on reported that the club wanted

their banner to have a logo printed on it. Koenig feels that the added logo would not need to cost extra. Moulaison said that the cost of the banner is \$15 per foot and the banner is 8 feet.

MOTIONAC-13-F-47by Thaut

Approve \$120 in the form of a grant for the Western Washington University College Youth in Government banner from Grants, loans and underwrites
Second: Weaver Vote: 8- 0 -0 Actions: PASSED

B. Western ACDA (American Choral Directors Association) (\$1,360)

McKenzie Clark said that the club is asking for funding to cover the registration costs for 17 students to attend the Northwest ACDA conference in Seattle in March. The club fundraised \$160 at their choir concert, however the club was not allowed to fundraise at their last two concerts. The club is hoping to raise another \$100 during the next choir concert during winter. Another ACDA rep reported that last year the club fundraised for the next year's conference. They are hoping to use as much of the funds to cover the other costs that they have not asked for funding such as food. If the funds do not go towards the trip they will be going towards bringing in clinicians to their club meetings to further other club discussions, to further club growth and to hold WWU events and activities. Clark reported that the club will use the \$500 of the \$549 that is currently in the club's account. If the club does not receive full funding, the club will use the \$160 towards the remaining costs or the registration costs. The club is anticipating \$100 during their next concert and \$120 per bake sale, which they will be hosting several. In total, the club is anticipating \$880 from the student chapter. Franks said she likes this funding request because last year the club asked for \$1,400 and this year the club is asking for less money and more people are attending the conference. She reported that the club is asking for only \$80 per person which is lower than what AC wanted the average cost per person for travel funding to be. She said that the request can be split from club conference and academic conference. She feels that since the club is hosting many different fundraisers, AC is not paying for the whole entire trip. Koenig feels that the council needs to be mindful for how many people should be funded and how much should they be funded. Tyson suggested the club complete the full ' circle effect. The ACDA representative reported that the club will be presenting at their own meeting and the Collegiate ACDA meeting which will reach an even broader audience in the music department. She said that during their meeting the members can share notes from the workshops they missed, since they cannot attend all the workshops at the conference. The club is really growing as a unit. The club has more attendees and club members than last year. She said that the club will have more attendees than other universities at the conference which will represent WWU in a positive light. She said that having more people, gives a better chance for the members to network and get WWU's name out there. High school students and teachers will be able see that there is successful music department at WWU. The club will also present to smaller clubs and freshmen about what they learned at the conference which will motivate students to go to the trip next

year and to be more involved in the club and to showcase the music department at WWU. Clark reported that students that attend the conference generally do better in the music classes. The transition of attending the conference is directly into the classroom and not just professionally.

MOTIONAC-13-F-48by Hilliard .

Approve \$680 in the form of a grant for the Western ACDA Policy from club conference and \$680 in the form of a grant from academic conference.

Second: Thaut

Vote: 8-0-0

Actions: **PASSED**

C. Science Communication Club

Mark Broyle said that he wants to put out a publication called WWU : Research Review so that students and faculty from different departments can learn about what is going on the labs on campus. The first issue will be about the Neuroscience department. He said that all the funding will be going towards printing and copying services. Depending on how much the club can get funding from AC and how much the club can get funding from other resources will determine how many copies will be printed off. He said that the publication can be reprinted and will not be outdated for at least another two years. There will also be longevity to the publication. Koenig and Hayden feels that there needs to be a standard on how many copies are being printed if it is being funded by AC. If there is a low number of copies that are being printed the publication would not benefit a large number of people. She feels that the money AC provides to a club will cover the cost of printing with an average amount of copies and the club will need to fund the rest of the costs to make their publications creative and as aesthetically pleasing as the club will like. Franks said that she disagrees because AC gave Occam's Razor less money when they first asked for funding. Franks said that it is not AC's responsibility of funding how pretty the publication is but to fund enough copies for the campus. Broyle said that publication will also be online and the printed copies will also serve as advertisement for the club and the research. Broyle said if the club does not receive that total amount, the online publication could change the format to look more aesthetically pleasing, however he does not think that is the problem. He feels that his expectations are manageable. Tyson asks if the club does receive the full amount, would the club be able to request for funding again after the first batch of publication comes out. This would give time for AC to assess the publication. Broyle said that if there is about 100 copies, the club can show the publications to the department since that is where the funding should be coming from. Koenig said that her and Jarred figured out that with the money left in the account, there is enough to fund \$212 per club. She feels that this amount shows where AC needs to draw the line. She feels that AC should not double spend on a club. Koenig feels comfortable with funding \$1200 for the publication if the club is not coming back asking for more funding and \$600 if the club is coming back in the future for more funding. Hayden said that the concern is if there is not enough copies that will be available to the students because the department will be receiving them. Broyle said that if he gets the Neuroscience department and NeRDS club involved in promoting the

publication there will be a great response. He feels that 100 copies will be enough, but more would be better. Tyson said the rationale for coming back for more funding, is to assess the publication and for the idea that there will be more availability to showcase the labs and faculty to campus. Broyle said that the club will probably come back but would not request for as much money. Koenig feels that the 100 copies will only go to the Neuroscience department and NeRDS and not to the rest of the campus. Broyle said that the Neuroscience department would pay for their own copies and suggested on having a donation from the department. He said that the publication will be offered during tabling events such as Psych fest. It would be around \$8-9 per copy for printing. Koenig suggest that \$8-9 per copy is fairly high. Thaut said that the point is to publicize the content not to fund the visual quality of the publication. He feels that \$7 is a good amount to fund for 100 copies. Koenig said that Occam Razor's publication should be more expensive than it is, so there should be some kind of package deal with copy and services.

MOTIONAC-13-F-49by Koenig

Approve \$700 in the form of a grant for the Science Communication Club Publication with the stipulation that the club must print at least 100 copies from Grants, loans and underwrites.

Second: Franks

Vote: 8-0-0

Actions: **PASSED**

D. WWU Longboarding Club

Nathan Braks said that the club is requesting \$2,000 for a trip to Berkeley, California to meet up with the University of California Berkeley longboard club and different professional skaters. The club will film a web series called "Migrate to Skate" to publicize the sport to other universities. The web series will have more than ten episodes starting in January. Koenig said that this request is tricky to be funding because there is not a conference or organized event. She feels that this funding is leaning towards personal travel. Koenig said that the council needs to figure out what types of travel does the council fund and what things should be funded for personal travel. Tyson feels that that the trip is relevant and in directly in line with the club but dances on the line of personal travel. Franks said that the form that is in the notebooks is really important for making these types of decisions. She said that because the trip is for personal travel, the AC should only fund university resources. The university resources would be van rental for \$534 and gas. There is a stipulation that says that the club can only get paid a certain amount per mile. The amount is .188 per mile; 1,900 miles times .188 equals \$334.10 for gas instead of \$506. She said that if AC is only funding the university resources it will be \$869.09. Braks said there are ten people confirmed to be going on the trip and there are two more spots available. Franks said divided \$869.09 by 12 people, which will be \$72 per person. Tyson reported that historically AC does not fund food. Braks said that everything is set for the raffle and will have the tickets printed off by copy services by tomorrow. He said that a member going on the trip is sponsored by 'Five Mile Long Boards'. The company wants to fund the trip since one of their members are going. 'Uh Huh' company said they were interested in making up the difference for gas

cost. He feels that the first aid kit is something that the club needs for the trip in order to be prepared. He said that the cost for first aid is high because they want the first aid to cover all the members who are travelling. The number that the club came up with is from his experience. For example, injuries are usually deep abrasions and bandages would need to be re-bandaged and re-bandaged daily. Hafner said that is important to allocate money for the first aid kit. Koenig said that \$50 for the raffle needs to be put in an ER form. Braks said that he asked the members to at least donate to the kickstarter. Koenig feels that AC should only fund gas and the van since the members are not paying a lot of money out of pocket. She feels that if people are choosing to travel, they are expected to pay some amount out of pocket. Hayden feels that even though AC might not pay for the whole request, there is a strong recommendation that the first aid kit will be bought and accessible on the trip. Franks reported that the numbers are a bit off for the gas estimate. AC will be funding \$74 per person, instead of \$72. Koenig said that we should look at what AC is allocating instead of what each person is paying. Tyson said that is something that is not really defined in the policy or rules of operation, but is something that AC should look into developing because it is a good way of allocating money. Braks said that there is a video of their web series on their kickstarter page. Hayden said that the raffle tickets need to be audited in the finance officer and all the unsold tickets need to be turned in with all the money that was made.

MOTION AC-13-F-50 by Hilliard.

Approve \$893 in the form of an underwrite for the WWU Longboarding Berkley Trip from Grants, loans and underwrites

Second: Thaut Vote: 8-0-0

Actions: **PASSED**

VII. BOOKSTORE DONATION REQUEST

A. WWU FASA (Filipino American Student Association)

WWU FASA will be hosting their annual Heritage Dinner on January 11th.

Franks reported that the club asked for \$200 last year.

MOTION AC-13-F-51 by Tyson

Approve \$100 from Bookstore Donations for the WWU FASA Heritage Dinner

Second: Hafner Vote: 8-0-0

Actions: **PASSED**

VIII. OTHER BUSINESS

Franks feels that the discussion about travel funding is going to be a long discussion. She said that AC should meet before next week's meeting because there will be a large funding request. Tyson reported that AC will meet on Monday, December 2nd at 5:00pm in the Club Hub to talk about travel funding.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 7:59 P.M.