

Western Washington University Associated Students Board of Directors Meeting

Wednesday, March 12, 2014

VU567

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

Advisor Is): Kevin Majkut, Director of Student Activities

Guest(s): University Residences: Holly Diaz, Krista Wagner; Divestment: Chaira D'Angelo-Patricio, James Leder, Matt Petryni, Andrew Bermel, Edward Ury, Andrew Eckels, Maddie Gavigan Martin, Leo Friedman, Galen Herz, Carolyn Bowie, Robbie Milliken, Andrew Knotts, Jenny Godwin, Eden Libby, Allison Schiele, Jill MacIntyre Witt, Marika Weber, Alissa French; Students for Sensible Drug Policy: Katrina Haffner; Outdoor Center: Jonathan Mayfield, Brian Bates, Jason Davis; Representation & Engagement Programs: Patrick Eckroth

MOTIONS

ASB-14-W-63 Approve the minutes of February 12, 2014. *Passed*

ASB-14-W-64 Concurrence for the 4% proposed increase of the Housing and Dining Rates for 2014-15. *Passed*

ASB-14-W-65 The Associated Students of Western Washington University urge the Western Washington University Foundation Board of Directors to freeze all further investments in fossil fuels by the end of 2014, and to divest within five years from the top 200 fossil fuel companies that together own the majority of known fossil fuel reserves. The AS also requests that an amendment be made to the WWU Foundation Endowment Investment Policy under clause 2.3.8 regarding Social Responsibility, to prohibit future investments in companies that extract fossil fuels (additional to the present restrictions on alcohol and tobacco). *Passed*

ASB-14-W-66 Table the Cannabis Initiative proposed initiative language until next regularly scheduled meeting Board of Directors Meeting. *Passed*

ASB-14-W-67 Approve the increase of the AS Special Events position to a 4 quarter position at 10 hours for the summer quarter. *Passed*

ASB-14-W-68 Approve the AS Communications Director and the AS Communications Coordinator job description. *Passed*

ASB-14-W-69 Approve Ethnic Student Center Program Support Coordinator position, approve the name change from ESC PR Coordinator to AS ESC Marketing & Outreach Coordinator; and change the position to have 40 prep hours during the summer. *Passed*

ASB-14-W-70 Affirm the Personnel Committee decision about the Vote Coordinator position. *Passed*

ASB-14-W-71 Make Ride for Jake & Suzie Green Program Proposal an immediate Action Item. *Passed*

ASB-14-W-72 Approval of up to \$2,000 for the purchase of three ABS backpacks for the avalanche safety program from the AS Foundation Account. *Passed*

ASB-14-W-73 Table the AS Federal Agenda until the next meeting. *Passed*

ASB-14-W-74 Move the Challenge Program Helmet Proposal to an immediate Action Item. *Passed*

ASB-14-W-75 Approval of \$373 from the General Repair and Replacement and \$1,546. 61 from New Equipment for the purchase of 44 helmets for the Challenge Program. *Passed*

ASB-14-W-76 Table AS Board Job Descriptions to the next meeting. *Passed*

ASB-14-W-77 Approve Consent Item A- Committee Appointments. *Passed*

Carly Roberts, AS President, called the meeting to order at 6:20p.m.

I. APPROVAL OF MINUTES

MOTION ASB-14-W-63 by Galloway

Approve the minutes of February 12, 2014.

Second: Eckroth

Vote: 7 - 0 - 0

Action: Passed

II. REVISIONS TO THE AGENDA**III. PUBLIC FORUM** (*comments from students and the community*)**V. ACTION ITEMS - Guests***

A. Housing and Dining Rates

(15 minutes)

Doc. 1 Eckroth

Willis met with the Residence Hall Association to discuss any concerns they have. Galloway is comfortable with the proposal as stated and thanked Willis for his time. 5 dittoed.

MOTION ASB-14-W-64 by Galloway

Concurrence for the 4% proposed increase of the Housing and Dining Rates for 2014-15.

Second: Tyson

Vote: 7 - 0 - 0

Action: Passed

B. Divestment Report

(20 minutes)

Doc. 2 Eckroth

Eckroth read the proposed motion. Eckroth spoke with Mark Bagley from the Foundation today about the possible timelines for freezing current investments. Bagley said it would be very unrealistic to assume they could do this by the end of spring quarter and he is not sure about the end of 2014. He feels that they should include in the ask the end of 2014 is reasonable and he feels sure they cannot complete it by spring. Roberts explained that the Western Foundation Board of Directors only come together once per quarter and this is why they are a little slower with policy changes. Andrew Eckels would like to alter the language for an earlier date or to say as soon as possible because students voted for this last year and he feels the issue is urgent. They are dealing with an issue with climate change and the more years they wait to take action the less likely that they will be able to change things significantly. Divestment is just a step and they need it to happen in a timely manner. By asking for as soon as possible or the end of spring this reflects what the students want and what they feel is necessary. Roberts said that the end of 2014 is a good ask considering how often this group meetings. They are engaging in this process with a body that is completely separate from the university. If members of the Alumni Association or Foundation which are separate entities were to ask something of the Associated Students, they would hope that they do it with respect for the AS processes. Galloway sees the sense of urgency, want, and need to get the process started. She thinks that this is a positive thing, but also wants to be more realistic with the timeframe and be respectful of the Foundation and suggested meeting in the middle somewhere will be possible. The student message is that this process should begin as soon as possible. Chaira D'Angelo-Patricio said that if they asked for the end of 2014, she wondered if they could get a timeline of when they would be meeting goals. She worries that momentum will be lost over time. Roberts said that what is different is that the Foundation Board members don't directly manage their funds. There is a Management Firm that manages the funds. They may not have access to a deadline. D'Angelo-Patricio would like a timeline that shows how long it will take to make the decision to divest. Roberts said that she can communicate with them about this throughout the process. She is not sure which route they will be taking it through the university, because this is uncharted territory, but the Board want to make sure that they are doing what students want. Roberts said that their next meeting is May and she doesn't think that they will be able to get a timeline by then. D'Angelo-Patricio doesn't think that if they can't make a timeline in one meeting then they won't be able to make a decision in two meetings, then this won't happen in 2014. She feels that asking them to make a timeline will ensure that it is on the next meeting agenda. D'Angelo-Patricio suggested adding "Present a timeline for when they will be able to freeze investments by the end of spring." Roberts said that at the last Foundation Meeting they discussed adding the Western's Guiding Policies into their investment policies. They decided not to do this because the independence of the

Foundation is important. The people who get appointed to serve on the Foundation Board would have Western's best interests in mind and would have the university's vision and goals in mind. They just didn't add this to the policies. Roberts said Divestment has been discussed informally at the Foundation meetings. The conversation is varied, some people were concerned about how much students should be able to direct Foundation investments. There is a concern that the Foundation would become subject to the whims of the passing student bodies. This is not a long term situation that would be beneficial for a portfolio of investments. Everyone is respectful and excited about the students being interested in the work of the Foundation. Since there has not been a vote Roberts would not be comfortable to say what their opinions are. Eckels said they would like to be engaged and making the case for this as students. He thinks that a clause to make an agenda item at their spring meeting would be helpful and make a public statement about where they are in the process by spring quarter. Roberts said that after this main ask is forwarded to the Foundation Board then they would be working with the AS President to convey their message. Roberts said that the AS President makes a report and she will include the document as part of this report. She will be contacting the Foundation Board to let them know where students are at and share the report from the Divestment Committee. Galloway suggested "The Associated Students of Western Washington University urge the Western Washington University Foundation Board of Directors to provide a process timeline by the end of spring quarter, to freeze all further investments in fossil fuels by the end of 2014, and to divest within five years from the top 200 fossil fuel companies that together own the majority of known fossil fuel reserves. The AS also requests that an amendment be made to the WWU Foundation Endowment Investment Policy under clause 2.3.8 regarding Social Responsibility, to prohibit future investments in companies that extract fossil fuels (additional to the present restrictions on alcohol and tobacco)." Roberts doesn't think it is reasonable to ask them to develop a process timeline by the end of spring because their meeting is two weeks from the end of spring quarter, she thinks the proposed language is the best to move forward cooperatively. Galloway is frustrated because the bureaucratic process is not allowing them to press the urgency in this issue to the Foundation Board. They see that this issue is widely and deeply felt across campus and they are seeing the numbers in the room to prove that it is important. Roberts thinks that advocating by playing the rules and working within them will allow for success and allow for Western to work together towards goals. Being reasonable about the timelines will help them be taken seriously and enable each other to work towards a common goal. The urgency is shown in the language and the end of the year is a short timeline for this group. Burke said that they could still start the conversation of timelines with the Foundation Board without including it in the ask. Eckels said that they could give the urgency by replacing end of 2014 with as soon as possible. They would like it to be on the agenda in spring and have a statement released about the status of the process by the end of spring. Eddy Ury thinks as soon as possible really opens them up for taking longer, whereas the end of 2014 would encourage a conversation with the investors. There is already some ambiguity freezing new investments. The funds they are talking about are split between three fund managers. There are some complications in asking for a three meeting timeline. The first meeting is looking for investment strategies. This issue could be corrected by a qualifier to freeze investments that the Foundation has direct control over, given that mutual funds don't allow for as immediate of actions. In terms of choosing to say don't purchase bonds, he feels it is implicit. He wondered if they could start having conversations with fund managers. Roberts said that they don't have authority over the Foundation. The foundation have been doing their research already due to the creation of the Divestment Committee. D'Angelo-Patricio would like to see a detailed process of what needs to be accomplished to make this happen. They would like more transparency. 3 dittoed. If there is no clarity and transparency in the process the students can't hold them accountable. Roberts doesn't see a way to add language about a timeline, but she can convey the message of urgency. Ellison said that as far as the end date they should have a date to hold them

D. Substantive AS Job Description Changes (10 minutes) Doc. 4 Burke

AS Special Events Coordinator: Hernandez also put in the difference in pay. It is a forty dollar difference per month if they prorate over the whole year. The rest of the year would be the same because they would do separate employment forms for summer and the academic year. Daley Smith, AS Productions Director said that her responsibilities during summer is to plan fall training and to support the positions. She supports the Pop Music Coordinator, they plan large events for the beginning of the fall and this allows for additional and more specific training for this position. The Special Events Coordinator plans the biggest event of the entire year in the first week of school. It is not possible to do all of the planning outside of the office in the 30 hours currently provided and they need additional training. D. Smith also mentioned that they made the AS Productions Assistant Director a three quarter position from a 4 quarter position. There are additional duties that were added from this position to the ASP Director position because of this change and the financial costs would be less to allow for an increase for Special Events. Roberts wondered if there was an intermediate step because she feels that the 10 hours per week is not sustainable for a student during the summer. Roberts has witnessed four different employees plan VU Late Night and thinks that they do definitely need more time. Hernandez said that they chose 90 hours for the summer. Daley Smith and Casey Hayden were not sure that there is 15 hours per week of work. This is why they went with the 10 hours. Daley Smith believes that 90 hours is needed. She does know that past coordinators have worked at least this and been paid 30 hours. The Special Events Coordinator would be planning VU Late Night and fall quarter events. Galloway thinks that increasing the pay overall may be helpful. Roberts thinks that a more desirable situation would be to increase the planning hours so that they have more time to work but flexibility about when they need to be in Bellingham. Daley Smith said that the Special Events Coordinator can have issues with commuting up for a few days if they are not obligated to be in Bellingham. Roberts suggested “60 planning hours of work on-site” Roberts feels that they will need to be working more hours towards the end of the summer. She is thinking about what this will look like practically. Ellison said that personally she wouldn’t have been able to commute over multiple times during the summer from the East Side of the state and make it sustainable. It is \$60-100 to commute and 12 hours round trip to work a few hours here. Roberts is concerned about getting to the end of the summer they would need to work more hours and may not be able to have a second job somewhere else. Galloway wondered if it would be easier to have them work for a shorter amount of time. Daley Smith said that it takes a lot longer to plan the event. It is the time in which the hours span. Hernandez is having a hard time understanding the 10 hour concerns. These are professional skills and time management is part of that. For instance if the students can’t come Monday through Wednesday they could work 5 hours on Thursday or Friday. She understands the concern but feels that there is a lot of flexibility. Majkut said that any of the positions below Directors are not a lot of money and students could make more money in a hometown. It is difficult to get a summer position in Bellingham and by having the four quarter positions there is a restriction in terms of the amount of people that can apply. He is not sure that it takes 90 hours, but he wants to be respectful of the fact that Daley, Hayden, and the Personnel Committee think that it is necessary. It is still the responsibility of Daley Smith to chart out when they will be here. They have tried to be more sensitive to the balance of the student and the needs of the organization. Majkut suggested approving it and seeing if it actually works. 10 hours is not a living wage, but he would argue that 15 isn’t either. He is not sure how to balance it. Brian Bates said that he has a job at home and he couldn’t quit a job 4 weeks early because they wouldn’t hire them. Smith doesn’t think that they would need to be working 20 hours towards the end of training. Most of the crunch work would be during AS training, when they couldn’t work a second job anyway. Roberts does feel that it’s better than what they have now and expanding jobs to 4 quarters should be taken very seriously. Hernandez said that Personnel Committee has requested assessment of the new 4 quarter positions to see if they are efficient.

MOTION ASB-14-W-67 by Ellison

Approve the increase of the AS Special Events position to a 4 quarter position at 10 hours for the summer quarter.

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

AS Public Relations Coordinator/AS Communications Director: Mason Luvera, AS Communications Director looked at the changes and took into account this years' experience and the office thinks that it is the best way to move forward. Roberts felt hat it could be confusing to have a Coordinator and Director in the same office. Luvera thinks that the current names are more confusing. Media Relations falls to the Communications Director and then there is a position that is called Public Relations. If in communications or journalism they would normally contact the PR. The office is a team and would like this to be apparent to outside people. They don't want to divide it anymore. The reporters think they should be receiving an email from PR and they get an answer from the Comm Director. Eckort thought it would be confusing to make this change because people would normally go to the Director, but that is basically what they want.

MOTION ASB-14-W-68 by Galloway

Approve the AS Communications Director and the AS Communications Coordinator job description.

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

ESC PR Hernandez worked with the PR position and changes a lot of direction that the position is going into and they will be more successful in recruitment the marketing and outreach coordinator is a more appropriate title.

MOTION ASB-14-W-69 by Galloway

Approve Ethnic Student Center Program Support Coordinator position, approve the name change from ESC PR Coordinator to AS ESC Marketing & Outreach Coordinator; and change the position to have 40 prep hours during the summer.

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

The Vote Coordinator: Personnel Committee (PC) approved increasing the position to a full two quarter position. PC discussed this a lot and there were concerns. A lot of them were about not extending to 4 quarter, how much this office has increased each year and the committee decided that they would like to give the office time to settle and then assess how it goes. Matt Smith was at PC when it was discussed at three meetings. The concerns were what is ideal and what is necessary. There is a lot of potential for a lot of positions within the AS, but in a tough budget year it is not necessary. PC is not saying that this position wouldn't bring around a lot of good changes. The shift is from 1 and ³/₄ position to a 4 quarter position, which would be a large increase. Burke said that student representation is part of the core values and they want to put stress and focus on this. There was also no full internship for this position before. Hiring them in the timeline that they are supposed to be hired on will help to increase the efficiency of the position. Burke knows that the extensive legacy document left will help a lot. The two full quarters will allow the position to be fully assessed. Roberts said that they talked about this a lot. Hernandez said that this is a unique case. There is no process for appealing a decision of PC at this point. This is unique circumstance and Galloway would like to have them be two separate votes. Roberts feels that someone could make the motion on Doc. 5 or they could affirm the PC decision. She thinks that this might be confusing to separate them at this point.

MOTION ASB-14-W-70 by Roberts

Affirm the Personnel Committee decision about the Vote Coordinator position.

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

E. Vote Coordinator Job Description (10 minutes) Doc. 5 Galloway

Eckroth feels that this has been given due diligence because it has been seen so many times. Galloway said that the new document has taken into account the concerns from Personnel Committee. One of the concerns was a budgetary concern. The idea was to find a new source of funding she is proposing a onetime grant from the AS Reserves with a one year pilot program. Roberts said that realistically if it goes back through Personnel Committee it will not be able to go through the regular hiring if they approve the PC job description. The idea of expanding the position has been around for a lot of time. Roberts doesn't want to see PC go through the document again and not get it hired. One of the biggest concerns was getting the position hired on time. The best case scenario is to approve the PC decision or take action on Doc. 5 if the board decides to appeal PC decision they would do it in this area. This is a new proposal and Galloway would like to see this again next week and she would like to look into the reserves policy and inquire about reserves policy and balance and more thoroughly develop an Assessment proposal. Galloway said that the other part of her is realizing this is a lost cause and if there isn't support she would like to rest this case and move on to the next one. Burke doesn't feel it would be in her best interest to move forward with this. There is going to be an assessment process for this and she doesn't think that the changes can't be made in the future. Burke sees the care, efforts, hard work and diligence they put into this. Guizar feels that she set them up for the future and they will be able to use this information. Hernandez said this was part of the conversation at PC. Their end goal was to give some time for the position to try the increase now and have a person in the position who starts right at the beginning of summer. If it comes back they will use this information to help make a case for expansion.

IV. INFORMATION ITEMS - Guests*

A. Recycle Center Education Coordinator (10 minutes) Doc. 6 Burke

Burke and Carly Roberts met with Kiva Stevens and Rich Neyer about moving the Recycle Center Education Coordinator from the Associated Students to Viking Union Facilities. Burke said in 2012 this position was pulled from the AS and moved to VU Facilities while keeping AS in the job title, with stipulation that this position still be affiliated with the AS and relooked at in June 2013. She said this did not happen last year. She said they are looking at this now because of concerns with the hiring process and being able to continue the operations and work of the Recycle Center. She said they recognized it is not their best interest to attend fall training and to continue working in the AS. Neyer spoke on behalf of Stevens who was unable to attend the meeting. He said that she is the current Recycle Center Education Coordinator and the primary focus of moving the labor staff to the VU is because they are an essential service to the campus and are demanded to do this job throughout the summer and during breaks. He said it became a conflict with the dates of AS training because summer training is around the same time of on campus move in and move out dates, which is their busiest time of the year. He the same issue is happening with the educator because they would like to focus on education around students moving on and off campus, instead of going to AS training. He said as of now they feel they aren't reaching their full potential and would like the educator to go to housing meetings, speak to hall council, and promote events. He said they hope to move it to the VU because the Recycle Center is a functioning operation that cannot stop. Burke said with this change, it would allow them to use their time more efficiently. Hernandez is in support of this and with this change it would help out with the heavy loads the search committee endures. Neyer wants to stay connected to the AS because of the vast amount of resources they have and doesn't feel they are completely removing themselves, but instead making a managerial type of change where they still expect the educator to work with different programs in the AS. Galloway wondered how the Recycle Center positions are funded. Majkut said they are funded by the users on campus.

B. Ride for Jake & Suzie Green Program Proposal (15 minutes) Doc. 7 Burke

Former Outdoor Center employee Jake Merrill died in an avalanche this year. Jason Davis said that the Outdoor Center would like to purchase three avalanche airbag backpacks to add to an existing backcountry skiing/snowboarding safety package in memory of Jake Merrill. They can get the backpacks at a reduced cost directly from the retailer. They would like the updated package to be available in the fall of 2014. This package would be available for rental free of cost to those certified through an avalanche safety course. This would incentivize safety and certification. Currently the packs cost around \$900 and student rarely would have access to it. This will help encourage students to get certified for avalanche safety. People are 10 times more likely to survive an avalanche if they have this equipment Brian Bates stated that the number of packs is proposed at three is to match the number of beacons previously donated through the Suzie Green Program. Davis provided a demonstration of the safety features of the backpacks through the use of his personal backpack. He added that there is an additional cost of the backpacks which is refilling the air canisters each year, which would cost \$27. Eckroth is in support as someone who uses the mountain frequently. Ellison ditto. Majkut stated that the funds for maintenance will come from donations. Majkut said there are several accounts the most known one is associated with the not-for-profit and the AS Scholarships. There is one for KUGS sponsorships, etc. The AS has a general services account. Sometimes people donate small amounts of money to the AS in general and the funds go there. It is also a clearance account for AS Club donations and then transferred to the club accounts. Majkut asked if there were other AVS dealers in town. There are not. Majkut said that they are expanding the population that the Outdoor Center serves, even though they are not competing with anyone. They will need to do work to ensure there are no issues, but there are some technical issues as a state agency so they need to make sure they are on the right page. Roberts said this was well put together, a good service for the students and a wonderful way to honor Jake Merrill.

MOTION ASB-14-W-71 by Ellison

Make Ride for Jake & Suzie Green Program Proposal an immediate Action Item.

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

MOTION ASB-14-W-72 by Roberts

Approval of up to \$2,000 for the purchase of three ABS backpacks for the avalanche safety program from the AS Foundation Account.

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

VII. ACTION ITEMS - Board*

B. AS Federal Agenda (15 minutes) Doc. 10 Galloway

Galloway said that three Board Members must leave the meeting to travel to the airport to catch a flight to Washington DC.

MOTION ASB-14-W-73 by Galloway

Table the AS Federal Agenda until the next meeting.

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

Galloway, Ellison and Guizar left the meeting.

C. Challenge Course Helmet proposal (20 minutes) Doc. 8 Burke

Johnny Mayfield stated that the ultimate bottom line is safety. The helmets have not been replaced since 1997. It has been a gray area because the manufacturers have not given a date of necessary replacement. However, they all meet the requirements for being replaced. They hope to expand their inventory to 36. This is due to average group size and equal to the number of harnesses available. They also wish to acquire 8 facilitator helmets to help distinguish facilitators and participants. They are requesting the Black Diamond Half Dome helmets. The other Challenge Course equipment is on a five year replacement plan. Burke stated that it is necessary due to safety.

MOTION ASB-14-W-74 by Roberts

Move the Challenge Course Helmet Proposal to an immediate Action Item.

Second: Eckroth Vote: 4 - 0 - 0 Action: Passed

MOTION ASB-14-W-75 by Burke

Approval of \$373 from the General Repair and Replacement and \$1,546.61 from New Equipment for the purchase of 44 helmets for the Challenge Course.

Second: Tyson Vote: 4 - 0 - 0 Action: Passed

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

VII. ACTION ITEMS - Board*

A. AS Board Job Descriptions

(15 minutes)

Doc. 9Roberts

MOTION ASB-14-W-76 by Eckroth

Table AS Board Job Descriptions to the next meeting.

Second: Tyson Vote: 4 - 0 - 0 Action: Passed

VIII. INFORMATION ITEMS - Board*

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

A. Committee Appointments

AS Alternative Transportation Advisory Committee

Oscar Aguirre PPE Junior

AS Facilities and Services

Dallas Roberts Economics and Political Science Sophomore

Oscar Aguirre PPE Junior

**Zach Dugovich is no longer on AS Election Board.*

MOTION ASB-14-W-77 by Roberts

Approve Consent Item A- Committee Appointments.

Second: Eckroth Vote: 4 - 0 - 0 Action: Passed

X. BOARD REPORTS- were not given due to the length of the meeting.

XIII. OTHER BUSINESS

The meeting was adjourned by acclamation at 8:43p.m.