

# Western Washington University Associated Students

## Board of Directors Meeting

Wednesday, April 8th, 2015 VU 567

**AS Board Officers:** *Present:* Annika Wolters (President), Giselle Alcantar Soto (VP Activities), Chelsea Ghant (VP BusOps), Cristina Rodriguez (VP Diversity), Sarah Kohout (VP Governmental Affairs), Jaleesa Smiley (VP Academic Affairs), and Zach Dugovich (VP Student Life)

**Guests:** Camie Herk (AS Productions Director), Matt Smith (AS Assessment Coordinator), Kendra Thomas (REP Local Issues Coordinator), Sue Guenter-Schlesinger, Rich Van Den Haul, Colette (Coco) Dunbar, Liliana Morgan (AS Outback Larm Coordinator), Kamea Black (AS Outback Assistant Coordinator), Samantha Goldblatt (AS Resource and Outreach Programs Director).

### MOTIONS

**ASB-15-S-1** Approve the funding for two AS Vehicles, not to exceed \$63,245 from the AS Vehicle Replacement Reserve and \$16,971 the Vehicle Reserve for two AS vehicles. One vehicle specifically for the OC 9 passenger SUV and the second for a 7 passenger minivan. **Passed.**

**ASB-15-S-2** Approve Committee Appointments. **Passed.**

*Annika Wolters, AS President, called the meeting to order at 7:03p.m..*

#### I. APPROVAL OF MINUTES

#### II. REVISIONS TO THE AGENDA

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

Kendra Thomas asked some question about the debates that are coming up as they are currently drafting the questions. She is trying to get it to be a different format. She has a list of question and she brought copies for everyone. She would like to get some feedback about things they faced during the term, things that were unexpected, things that they think are the most important for situational questions. The questions are on the sheets, and those aren't necessarily going to be on the debate. They can contact her via phone or email however they choose. She has a list of questions that was used last year so if they remember any in retrospect that they didn't relate to their job duties. Alcantar Soto said it would be helpful to have them.

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

##### A. EverFI Sexual Violence Training

Sue Guenter-Schlesinger said thank you for letting her come and talk about the Everfi Sexual Violence prevention training. Some of the board last summer helped them view and select some of the online training. A number of companies have come with it to comply with title 9. They have a requirement on the federal level to give this training. A big part of her job is for compliance with the federal civil rights laws. There isn't a perfect one, but they think this one could be useful to their

students. The board this year has taken it. They did ask and they did make it mandatory. The AS President signed a letter with WWU President Bruce Sheppard. For the most part the training went well. There were a number of students who felt they didn't need it and some on a case by case basis didn't take that training. It is a training requirement that is ongoing through the office of civil rights that implements title 9. She applaud this board for understanding how important this issue is. The reason why she is here tonight, president Sheppard has asked if the board as a whole would make a recommendation to him, for this Everfi Sexual Prevention training be made mandatory ongoing. This would provide training for new students, meaning incoming freshman in the fall and transfers. They would put it out in late summer to folks they know are going to WWU. He wants an official recommendation from the Board to him about this. She is here to answer questions and be helpful in anyway now and ongoing. Wolters asked if President Sheppard is looking for a recommendation for all students or just first year and transfer students. Guenter-Schlesinger said right now just first year and transfer students. They did make a bold move to go beyond what the compliance is looking for to include more than those groups, for all students. It would be for everyone's best interest, not just the new students. Ongoing it would be for new and transfer students. Alcantar Soto said what is the percentage of students who didn't take it? Guenter-Schlesinger said out of the approximately 15,000 students, somewhere over 10,000 completed that training. Giving the circumstances, it is a pretty good number although they all want 100%. Smiley said there are some data around the benefits about taking this training. Could she some of those examples? Guenter-Schlesinger said, this company has worked with the office of civil rights which helps craft some of the important laws. A big important piece this is, is students to understand bi-standard intervention is. Not a lot of people know what sexual violence is although they may think they know. Most think it is just one act rape and not extending to dating violence. There is a big attempt to help students understand there is a whole umbrella of these things have negatively for students and what can students do to help prevent it. She thinks the part where they go through scenarios helps. Online training that is 1.5 hour opposed to a day after day discussion is going to be limited. Trainings available gets things those things across and it shows it's hugely important and there are some things that happen on campus and it also shows how they can react. It would be interesting after this year to ask students next year to do an assessment on how helpful is that bi-standard intervention? The point is to empower to help prevent a tragedy from occurring. Alcantar Soto said there was a training they had to take, share tutorial? Guenter-Schlesinger said a different office created it, and it dealt with issues around rape and other sexual assaults and some alcohol prevention and it wasn't mandatory and mostly in the summer. Over the last 4 years with new legislation coming out under title 9 and Violence Against Women Acts. These definitions have expanded and become much more specific. When they talk about sexual violence, there is a huge variety. There is some things that get repeated but this training brings it to the new level. All these agencies have comes together and said these are the pieces they should have and were more specific than they have ever been on how to interpret this law. In the sexual misconduct policy, they will find more definitions. This would replace that other training. Guenter-Schlesinger wants to ask to get a recommendation as soon as possible. As soon as the recommendation is into President Sheppard and he approves it, they are going to put it into their policy so they have something to stand on before the end of the summer and that policy will allow them to have the trainings mandatory.

B. BOT Draft Comprehensive Parking Master Plan Presentation

Rich Van Den Haul said chairmen of the BOT Comprehensive Parking Master Plan. The reason they are here is to present the comprehensive parking master plan. He has been in front of the Board a couple times these past year and now they have more to present it in front of them. They are giving them the short version of the presentation. The planning for this started in 2012. Originally they started to evaluate the parking process and they spent some time trying to get everything organized. Some of the issues where not having a capital improvement plan and they didn't have a long term

maintenance plan. Here are some of the pictures of the cement breaking and pot holes. There are also the gravel lots with pot holes. It is a difficult to handle, the things they have to fill it are the worst for the environment. Their objective is to develop a long term sustainable parking operations and capital development plan, with transparent and predictable finances, that meetings the needs of the university. The plan they came up with was for parking and transportation. They have been meeting with lots of different groups, faculty, students, and administration trying to get all the ears of the university. The major components were the capital improvement and long-term maintenance plan, finance plan, and risk assessment. They looked at the lot conditions and they found out that 10% of the lots were excellent and 24% were good. So 1/3 was alright. But 66% need significant improvements over the next 7 years. This is the train wreck that is coming. Van Den Haul said Parking and Transportation Capital Implementation Advisory Committee (PTCIAC) is reviewing the existing parking and transportation system and institutional master plan. They also will be developing recommendations for capital improvements and maintenance of lots.

They then have looking at the alternative, and what they found is Lincoln Creek Park and Ride. Better surface for the environment. Both gravel lots need some repair but that is the highest recommendation. They are looking into how to manage these run offs. Van Den Haul said how the process works is they get recommendations from the committee, then it starts turning into a plan. Next up is the capital improvement with construction and renovations first starting in 2016 on the south campus gravel lots. In 2018 they are looking for Lincoln creek transportation center to be implemented. And by 2021 they want to deal with the poor and fair lots. They also need to look at the long term maintenance. They have to seal coat every 7 years, and replace 10% of lot at 21 years. They will be looking at the cost for lot improvements to help keep costs down. They need to start with the good lots to make sure they don't get into the poor lots. The total cost for improvements is \$14.4 million. They developed a long term maintenance plan. This summer they will do eight (8) lots. They will do the rest over the next couple years. The real question over the financial plan, how they are going to do that. In 2012 they lost \$143,000. How are they going to do all this without significantly increasing the rates? Parking and Transportation Advisory Committee (PTAC) recommendations were to decrease the operation budget for about \$465,882. They took it to the university and they supported that. They immediately got out of the red. They streamlined operations (cuts) to \$102,000 on top of the previous action. The university was asked to fund storm water detention vaults for about \$1.26 million. They need to control debt cost through university financing for about 1.6 Million present value savings. Some of the revenues are from special permits for about \$91,268. As for general permits, they will have modest and predictable increases. Before it was 0% increases then 20+% increases and they want to make it more predictable and stable. Which are about 3% annual increase in general permits. The risks are cost can go up, and revenues could not. Some of the predictable construction costs may vary and they won't know more until the designs are done. Construction costs also go up more than the usual market basket good at around 3% which is what they are estimating, so the cost can be higher there as well. These are estimates right now and they will update every 2 years. They will be asking for feedback on the overall plan. The next steps, they are presenting to many different committees, and then they will be doing the fee review process and union negotiations. They want full feedback on the plan. All this information is on the parking website. They are out looking for feedback, questions, and thoughts. Alcantar Soto said thank you for coming. She was here last year, or two years ago when they did their presentation on the process and it is good to see the progress of it. Her concern would be 5.4% then 3%. There is no point where the increase would stopped. Van Den Hul said they will have bond payments after 20 years. After taking into account salaries and operations cost that will go up with inflation of 3%, that is why they have the increase price. If there was no inflationary there wouldn't be an increase. To assume no inflation wouldn't be smart business planning. They are hoping that there isn't more than 3%. They are concerned about the construction costs. Employees may get caught up on salary increases because there has been a freeze for a couple years. Those will be the two biggest fears and unknowns. Ghant said thank you for the presentation. Would students see these increases and where? Rich said

only those who park and buy permits will see the increase. They also are the only ones who will see the benefits because if people don't park, they won't notice the changes. Dugovich said for those folks who use Lincoln Creek they currently don't pay, but will with this plan correct? Rich said its part of their cost, and they aren't currently charging anything for it. They are paying bills on that lot without generating any funds from it. Ghant said with the rate go up for the next academic year? Rich said yes 5.4% Alcantar Soto said she is worried that those folks who live further from campus are the ones who will most likely park. The rent is cheaper the further you live from WWU and low income students could be utilizing that. She worries that they will be seeing the increased costs when they are already low income. Will the university provide anything for students who have financial need? Rich said there are no special parking scholarship but everyone receives a bus pass. They could park at the Lincoln Creek Park and ride and it is only \$25 a quarter. It'll have to pay its way. A general scholarship could apply to this though. Dugovich said did they compare to other campuses? Van Den Hul said that's a bit harder because each system is different and this is their system, and the fixes but they did compare fines. Each campus has different issues. Everything on the website and it has an area for question and comments. Or email the transportation office. Wolters said full presentation will be on the BOT meeting. She recommends either coming or making sure to provide feedback.

#### C. SPAC Recommendations for Queer Resource Center

Ghant said they have the document that totals the SPAC financial implications. The QRC is looking for about \$300. Matt Smith said only one of the recommendation has a budget implications. There are 8 recommendations. These are the SPAC approved recommendations. Dunbar said the first recommendation is exploring the opportunities of expanding our physical office space and identify short-term solution to the issue of space. Because of the office itself, there is a lot of peer advising that takes place. There are two clubs only that also take on some of the work, and they don't have a lot of space. They have people come in with crisis and with the dynamic there, people are hanging out in their safe space and they had to tell people they have to leave because that is the space the need, but it's the only place to safely socialize. They looked at space models. Maybe having an office space would help. Smith said space is the most consistent issue in the SPAC process. They understand they aren't going to go build a building but hopefully they will be part of that conversation. SPAC had the short term solutions to be identified. They are realistic given the constraint. They have been using the AS ROP Director office when they are not there. Dugovich said people have come in distressed and then kicking people out of their safe space is bad. Smith said for a long term strategy they recognized that they need special education training. They named conferences they could go to. It would be an excellent thing for the office development. Smith said most of these conferences are in the summer, and if they are coming from the Staff Development Fund do they allow in the summer? They can't continue to ask for it from that fund either. Dunbar said having some kind of access to queer specific issues. Maybe just taking a couple classes and getting more training that AS trainings can't provide specifically to their office. Alcantar Soto said hard to get it every year. Maybe they could reach out to professors and have a mini retreat but that is just a short term suggestion. Dunbar said many of those resources are being used currently. They have been reaching out to professors. She thinks there are a lot of issues that professors are working with and they are strained because they are the only resource to provide that service. Ghant said one of the conferences is in Seattle? Dunbar said Yes, and just for the weekend. Ghant said the registration isn't bad and it is just for the summer. Smith said this would be for the summer. It may not happen every year, but it is a good interest for this office to have that training due to the nature of their work. Smith said the third recommendation has financial implications. This is for the event and speaker budget. Dunbar said they are looking at \$300 increase for lost revenue from the event Pride Prom because they decided not to charge folks for that event and the second is \$1000 is for a

larger speaker, so they can have people who aren't in their community, that reach a larger community on campus. It's harder to market to other offices that have a larger budget. They have had some issues collaborating with other offices because they can't always get a speaker that meets all the needs. Smith said for the \$300 in terms of QRC is for making that event more accessible. ROP has moved to mostly free events. Educational and core community events that people thrive on. In addition, the QRC budget was lowered with the revenue in mind. That means they are forced to do revenue events. To get a speaker historically, multiple offices have had to collaborative to put on speakers. Dunbar said in her own research about 8-10 people, they are looking for 3-8,000 dollars for one of them to come. They want to give them that price so they can feel valued but it is just not in the offices budget right now. Recommendation #4-6 don't have any implications it would just be internal work. Recommendation number seven has a new mission statement "The Queer Resource Center (QRC) provides non-judgmental and unbiased programs, safe[r] space, and resources to queer students. The QRC does this by building community among Western students of diverse backgrounds, advocating for and educating about queer identities through events and resources, creating and affirming positive self-identities, networking with queer clubs, providing peer advising services, and addressing current issues relevant to the queer community." And new logo too. Publicity center gets a lot of requests for new logo's so they want to Add it into their process via SPAC. Ghant said in the communication office this is a project as well. Alcantar Soto said recommendation #4 talks about a database, is that like buying software? Or an excel sheet? Dunbar said connected to the library database. They have an excel sheet, but there isn't an accountability for folks who check items out of the office like a fine or hold on registration. They want to make sure if they are spending money on books and resources it stays in the office. Smith said it says explore feasibility to see if it is possible.

#### D. SPAC Recommendations for AS Outback Farm

Ghant said there are financial implications with the Outback Farm SPAC recommendations. They created a new 4 quarter position. Increasing the hours for the coordinator and assistant to 19 hours a week instead of 15 hours a week. Total that would be a \$10,000 increase. Smith said biggest ones are recommendation #3 and #5. Morgan said they want to continually updating the new job description. Dugovich said they hired during winter quarter, so it is different. Black said they want to create a 5 year plan for the farm. Smith said one of the biggest issues is howto conduct assessment, when the only people who know what is going on is the people who work there. Recommendation #2 is improving assessment overall by trying to see students experience in the outback and about the activities they do there. Morgan said they have a way for folks to sign in for volunteers but people are outside and their hands are dirty. But thus far it's been successful. Smith said recommendation #3 is creating the new Forest Garden position. The people who created these recommendation have already left the position because it term is January to December. Black said that space is vastly underutilize. She doesn't know enough about it to do it herself. The new position would be coordinating students as well. This would allow them to use the space better. It would ensure longer term strategic plan would happen. Dugovich said about 2000 lbs of food a year, these positions do a lot of work. Smith said the new position would be 15 hours a week. About \$7300 fiscal implications. Alcantar Soto said it says \$6,900. Smith said yes but including 3% benefits. Smith said it went through SPAC and Personnel Committees and he wants to give merits of those committees. It's not so much of an expansion but reworking what they do. What the intent of the outback is. They definitely talked about. Smith said the fourth recommendation is to try to continue to seek funding from a non-student funding. When it went through SPAC before, it was addressed then and it wasn't found. Smith said the fifth recommendation is increasing from 15 to 19 hours for both positions. The amount of work the positions these positions need to do at a minimum are beyond with the amount of hours they are getting paid for. They are working 19 hours and getting paid for 15 hours. Morgan said their positions are rather unique. They are coordinating programming with other groups while physically working to plant and take care of 5 acres. It does require a lot of time. Wolters said would

this new position alleviate that work load. Morgan said provide programming in a space that isn't being used, but students would like to use it. She can't provide them support, it's a space they don't have time to take care of. That position would be able to take the lead on that portion. If it was one or the other she would say the new Forest Garden position. They are working 19 hours to make it available. Smiley said is Fairhaven college providing funding or working with faculty? Morgan said just facilities like the chicken coop. Kamaya they aren't providing labor or help. They have volunteer and work study students but they aren't able to coordinate anything for the Outback. Kohout said when would they start? Morgan said starts in the winter. Smith said if everything worked out they would go through hiring for this next winter.

## V. ACTION ITEMS - Guests\*

### A. Motor Pool Proposal

Ghant said they've seen this proposal before and nothing has changed. They need new vehicles. The proposal is to not exceed \$63,245. The OC is a big component to this because they travel a lot. There was a question about parking spaces. She met with Greg McBride and they would purchase parking spaces which is about \$70 a year. OC would be paying for their own spaces. They can go out of the two different reserves to make sure neither is completely depleted. McBride would go through that process to get the best pricing. Ghant said one the documents attached is the enterprise usage. Other than that there are no new documents. Kohout said what would happen if there was a day trip because now they would only have 14 spots, previously it was 15. If the OC is not being used, could it be assessable to other groups? Ghant said she doesn't know, but she doesn't see why it couldn't be. Could the OC use the AS? Kohout asked when the policy would be presented. Ghant said there is a vehicle policy being worked on but as soon as this is passed she will be updating that.

### MOTION ASB-15-W-1 by Ghant

Approve the funding for two AS Vehicles, not to exceed \$63,245 from the AS Vehicle Replacement Reserve and \$16,971 the Vehicle Reserve for two AS vehicles. One vehicle specifically for the OC 9 passenger SUV and the second for a 7 passenger minivan.

Second: Dugovich Vote 6-0-0 Action: Passed

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

## VII. Information ITEMS - Board\*

### A. Large Event Loan Fund Request

Ghant said this was brought to her from Giselle, Camie Herk, Sam Goldblatt. The large event loan fund is not accessible. It is a loan they have to give back. The issues is, coordinators and directors have events they would like to do but they don't have enough funds to do so. There is a large event loan fund that has \$65,000 that hasn't been touched for about two years. The first year is to create a new pot so people can access. Raquel said lets restructure the other fund because there is money there that isn't being used. Business committee went through this. Some of the questions they went over were "what is a large

event and what is the scope”. Those are question that need to be worked out but they see an immediate need that needs to be worked out. So what they are proposing is they would like to transfer \$20,000 to the supplemental fund which is managed through AS Management Council. Coordinators and Directors through Management Council to request that fund. For example the event Elect Her had some unforeseen expenses with catering and the department can come to Management Council and access those funds. This would be a Band-Aid solution to this. The request is to amend the policy and it would be one time in nature until they update the current policy. Herk said they are looking for \$20,000 for this quarter. Some of the things they were looking at were larger speaker for Lawn Stock. Resource and Outreach Programs (ROP) and Special Events wanted to bring people as well but the money wasn’t there. They really want to change the policy but she does also want to give coordinators something to work with this year. The reason is the loan isn’t accessible and they would have to make ticket prices so high to get back all their money. It could go to help AS Pop Music to have enough money to fund large artist, they know they’ll get funding back but someone needs to write the check. Goldbatt said cold beverage fund was available to ask for events in the past, but now they don’t have that. Smiley said they would like to transfer \$20,000 to allow people to do for springs. Were there any specific things they had in mind for that money? Herk said in her area it would be Lawnstock. It would be to get a larger speaker that the budgets can’t afford. Dugovich said what is the process for this? Goldbatt said it would be to transfer \$20,000 to the Supplemental Fund that is managed by Management Council. Herk said she is looking for the transfer so coordinators can use it. Goldblatt said as for specific projects in mind, she doesn’t have any specifically right now. It is late in the game, things may fall through as well. Alcantar Soto said All of the ROP are usually not ticketed and a loan isn’t feasible for them. So that leaves just AS Productions (ASP). This is a temporary solution. They will need to go and fix the policy at a later date but this would make it more accessibility. All the programing offices. Herk said with the cold beverage fund ROP had access to it more than ASP. People can use it once they know when it is more accessible. Ghant said it is a bandaid solution. Goldblatt wanted to propose it to action item. Herk said because it is a time issue and they would need to bring it through Management Council as well. Kohout said it was a lot of money to make a decision. Smiley dittos. She would feel more comfortable to learn more about the sources. Alcantar Soto said this money is already here for that reason. It’s just inaccessible. Smiley said she understands, but she wants to spend the time in between now and next week to do more research and they should think about the precedent being set moving items right from Information to Action Item. Wolters asked if there is a motion. No motion was proposed so they will see this item again next week.

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

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

A. Committee Appointments

Services and Activities Fee

Joaquin Torre	Philosophy	Junior
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Election Board

Daniel Edgel	Economics	Junior
Sierra Flanagan	Sophomore	American Cultural Studies
Katie Rogers	Psychology	Junior

MOTION ASB-15-S-2 by Kohout  
 Approve all Committee Appointments  
 Second: Dugovich Vote: 6-0-0 Action: Passed

B. Osman Olivera will be serving as AS Presidents proxy on S and A committee.

## X. BOARD REPORTS

### AS President

Annika Wolters reported that she is very proud of all of them it is their 4<sup>th</sup> quarter and last quarter and she wanted to give some appreciations. We remember attending these meetings last year and Ghant saying that the Board seemed like they were dying to get out of that meeting. She will never scold any of them for giving anyone love during their Board report.

### AS VP for Business and Operations

Chelsea Ghant reported that S and A fee voted on budget template. It is a general template all constituents will use. Facilities and Services committee went well. Greg McBride spoke about the VU budget and fees for 2016 and some of that included the University's \$1 million in refinance bonds. Some of that refinanced bond money will go to the ESC renovations and renovation plan to start next summer.

### AS VP for Academic Affairs

Jaleesa Smiley reported that talked about the other business.

### AS VP for Activities

Giselle Alcantar Soto reported that Activities Council recognized two new clubs. She is meeting with Griffin Crips the AS REP Committee Coordinator about the International Divestment, Boycott and Sanctions taskforce and its implementation. She asked if they would they all like to bring the changes to the application? To talk about the affiliation and why they specifically want to be on this committee. (Kohout said she would like to look at the applications but maybe not the personal information before they approve them). Alcantar Soto said definitely.

### AS VP for Governmental Affairs

Sarah Kohout reported that house and senate budget has been approved and they are on the website. Carver Gym Facilities got \$70 million from the Senate capital budget. Some of them will be gone in DC next week.

## XIII. OTHER BUSINESS

### Faculty Caucus Summary Document

Smiley said she wanted to provide a document to the Board. She wanted to provide it to the Board because it will be used as a framework for future conversations around inclusivity, equity, and campus climate. She had a meeting with Trula Nickolas and Molly Wear where they discussed the next steps for continuing the dialog around inclusivity equity and campus climate. What they ultimately decided is that they should have a student caucus session similar to the faculty session. They have a tentative date for that and its April 30<sup>th</sup>. This session will let students to engage in open and honest dialog around these issues and experience related to Equity



diversity, inclusivity or campus climate. The space is to have these student responses documented. These meeting will be held every 30<sup>th</sup> from 4:30-6pm. She will be looking for student facilitators. Trula Nickolas already dedicated one of her classes to attend, so there are already 30 students to guarantee to attend. No doubt they'll be more. They will be able to compare and contrast students and faculty concerns. If they have any questions or like to send out any emails to expand she can.

Alcantar Soto said Departmental Related Activities Council (DRAC) meets and this quarter she has a class that conflicts so she can't attend. However they do send her the minutes and any documents. She doesn't have a vote in that committee. And there is a student at large that check in with her if anything arises. She wanted to run this by the Board to see if anyone wants to attend it? Smiley asked what time. Alcantar Soto said Tuesdays 7am. Dugovich said he could if they need it. Alcantar Soto said for the quarter? Wolters said she would be most comfortable having the same person going throughout the quarter.

***The meeting was adjourned by acclamation at 9:15p.m. 1***