

VU 567 Table Request (#2)
By the AS Board of Directors

Contact Information

Project Title: VU 567 Table Request	
Department: AS Board of Directors	Advisor: Kevin Majkut
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Brief overview of what you would like to accomplish with a proposal?

Request: Change seating & table arrangement in Rm. VU 567

1) The AS BOD is hoping to foster more effective communication during meetings. With the current set up, board members sit side by side in a straight-line. This makes visibility & communication less clear because members often cannot see beyond adjacent individuals.

2) The AS BOD hopes to better visually present themselves. Currently, there is only enough seating in the front for 5 of the 7 members. The remaining two sit to the side facing each other. The Board wishes to have a seating arrangement that accommodates the entire group. Closing the gap by adding table creates a presenter/presentee relationship. This would more visually distinguish the Voting Membership & the guests/other attendees.

3) As a general use of the room, this would increase the utility of the room. More seats would be available for other meetings.

What do you anticipate as the impact this project would have on your department?

1) I believe that communication during Board meetings would be improved. Many times communication is limited due to visual & auditory impairment. This will allow the chair to more easily identifier speakers. This would allow each board member to see each other & visual gage nonverbal cues.

2) The impact would be an increase to the professionalism of the meeting. It is currently unclear who sitting upfront is a guest, nonvoting member or Board member.

3) In General, the meeting space would benefit from having more seats available. Many groups (not just the AS) utilize the space. This would a benefit to all those parties.

What are other alternatives if your proposal is not accepted?

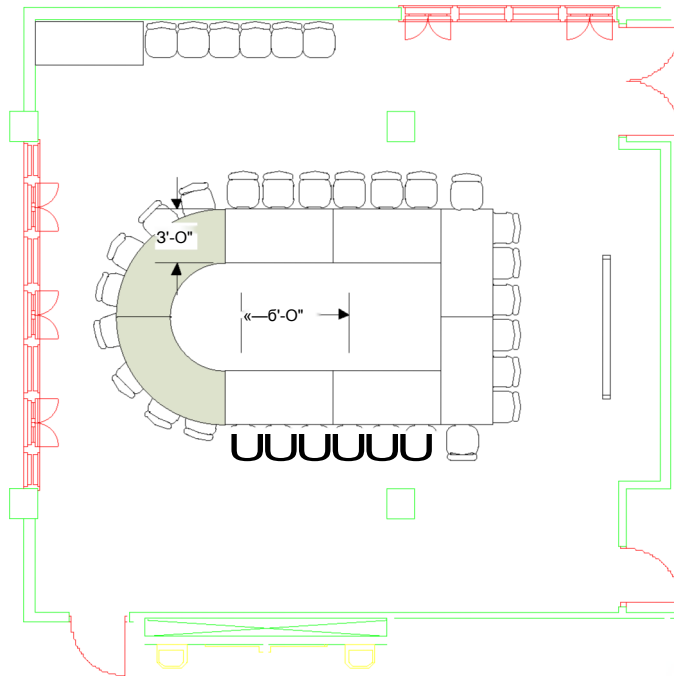
1) Currently, before each BOD meeting, we angle the tables similar to a trapezoid. We would continue to adjust the table set up before meetings.

Estimated Cost and timeline (Determined by VU Facilities)

Estimated Furniture costs for this project are rather uncertain. A conservative estimate is approximately \$9,175 assuming that WWU receives a discount off list price. Typical order times and range from 6 to 8 weeks after order.

Selection Criteria

- Makes a positive impact on WWU students or AS Service Delivery
- Has a reasonable & realistic impact on service delivery



VU 567 Proposal					
FURNITURE					
Item	Model Number	List Price	Quantity	Sum	WWU Price (Est)
KI Trek Folding Crescent Table, T-Base 72x36x113	TC36ST BN EBL LKM WG 4MW	\$ 1,363.00	2	\$ 2,726.00	\$ 1,771.90
Flat Vinyl Edge Black-EBL					
Laminate Kensington Maple-LKM					
Base Warm Gray WG				\$ -	\$ -
KI Trek Lightweight Folding Table, T-Base 72x36	TL36ST BN EBL LKM WG 4MW	\$ 1,404.00	6	\$ 8,424.00	\$ 5,475.60
Flat Vinyl Edge Black-EBL					
Laminate Kensington Maple-LKM					
Base Warm Gray WG					
Table Truck	BTT	\$ 1,218.00	1	\$ 1,218.00	\$ 791.70
Sub Total				\$ 12,368.00	\$ 8,039.20
Delivery/Install					
Tax				\$ 1,076.02	\$ 699.41
Furniture Contingency					\$ 436.93
Space prep for installation /cleanup costs (patch and paint)					
Furniture Total (est)					\$ 9,175.54