

**Western Washington University Associated Students
Management Council Meeting
Monday January 28, 2013 VU 462A**

Present: Hung Le (AS Vice President for Business & Operations); John von Volkli (AS Assessment Associate Director); Druksel Dorji (AS Business Director); Nina Olivier (AS Environmental & Sustainability Programs Associate Director); Dylan Koutsky (AS Ethnic Student Center Program Support); Ruta Nanivadekar (AS Personnel Assistant 1); Daley Smith (AS Productions Director); Jered McCardle (AS Representation & Engagement Programs Associate Director); Brandi Ball (AS Resource & Outreach Programs Director); Marina Philip (AS Publicity Center Account Executive);

Absent: Mario Orallo-Molinero (AS Communications & Marketing Director); Lauren Stelling (AS KUGS Program Director); Jonathan Mayfield (AS Outdoor Center Equipment & Bike Shop Coordinator); Megan Thompson (AS Review Editor in Chief); Jarred Tyson (AS Clubs Coordinator)

Advisor: Lisa Rosenberg

Secretary: Madeline Espeseth

Guest:

The meeting was called to order by Hung Le, Chair at 4:08 pm

I. REVISIONS TO THE AGENDA

II. DISCUSSION ITEMS

A. Review and Update of Fall Quarter

Le reviewed the accomplishments of this committee from last quarter. Le and Crowther are working together on the implementation of gender neutral restrooms. Program Saturation was approved by the AS Board. Von Volkli explained that he and Sara Richards are working on standardizing job descriptions to reflect the changes proposed by Program Saturation. Richards and von Volkli said have discussed passing a policy that would not only retroactively change current job descriptions but would also require that future job descriptions adhere to the same standards. The job descriptions will be reviewed by directors and employees as needed. Le explained that the Water Bottle Initiative passed through the AS Board. Le and Dorji are working on getting information on the E-Sign form that would ask students about their water bottle usage so that there is some data available at the end of the year.

B. Winter Quarter Goals and Check-In

Von Volkli explained that the Programmatic Subcommittee has been laying out a plan to make sure that events that fall on the same night will at least fall at different times so students have the opportunity to go to multiple events. In the Q drive there is a schedule where programming offices can go in and update the times of their events so there is less overlap and problems can be ironed out before events go up on the AS Calendar. Von Volkli does not think Management Council will need to have this subcommittee next year.

Le opened up the floor for suggestions as to what committee members hope to accomplish for the rest of the year. Von Volkli felt that the way the committee has been running is going well. Von Volkli likes the “project based” aspect of the committee. Olivier said that there has been some pressure from the student body to “divest” Western Washington University, meaning that they want to see Western stop investing in fossil fuels and reinvest those funds into green energy. Olivier would like this committee to look into what they can do about this, such as educating itself on what this would mean. Von Volkli wants to get an AS wide demographic

menu together so departments can measure themselves against the same demographic information as all other AS departments. Le said that this committee has historically not met as often during spring quarter. Le wants to make sure that this quarter has productive and meaningful meetings. Rosenberg said that it is the job of this committee to review program standards in the spring.

III. INFORMATION ITEMS

A. Budget Process

Dorji explained that he, Le and Michael Swift have been working on the budget for next year. In the next two to three weeks there will be some information coming out of his office. Next Management Council meeting there will be budget training for each budget authority. This will cover how to use the budget proposal template, the importance of going through the program standards, and many other things. Dorji would like that directors of offices take a more active role and train the employees in their offices who are also budget authorities. February 25th is when proposals are due to Dorji for review.

VI. OTHER BUSNIESS

VII. MEMBER REPORTS

The Meeting was adjourned at 4:39p.m.