

**Western Washington University Associated Students
Management Council Meeting
Monday, October 22, 2012 VU567**

Present: Hung Le (AS Vice President for Business & Operations); John von Volkli (AS Assessment Associate Director); Druksel Dorji (AS Business Director); Mario Orallo-Molinaro (AS Communications & Marketing Director); Nina Olivier (AS Environmental & Sustainability Programs Associate Director); Daniel Espinoza-Gonzalez (AS Ethnic Student Center Program Support); Lauren Stelling (AS KUGS Program Director); 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). Jared (AS Clubs Coordinator); Jarred Tyson (AS Clubs Coordinator)

Absent: Jonathan Mayfield (AS Outdoor Center Equipment & Bike Shop Coordinator); Sara Richards (AS Personnel Director); Megan Thompson (AS Review Editor in Chief)

Advisor: Lisa Rosenberg

Secretary: Madeline Espeseth

Guest: Greg McBride

MOTIONS

MC-12-F- 01 Approve the minutes of Monday, October 22, 2012

The meeting was called to order by Hung Le, Chair, at 6:05pm

I. APPROVAL OF MINUTES

MO TION MC-12-F - 01 by Philip

Approve the minutes of October 8, 2012

Second: Espinoza- Vote: 10-0-0 Action:Passed
Gonzalez

II. REVISIONS TO THE AGENDA

III. DISCUSSION ITEMS

A. Furniture & Renovation Requests

McBride discussed the way for offices to make requests for new furniture to renovations. There is a form and process to go through in order to request funding. These then go to the F&S Committee to allow students the opportunity to participate more in the decision making process of where funds in the VU are allocated. Ball asked if this would include smaller items like whiteboards. McBride said no, this process is for bigger projects that will contribute to the mission of the office. Rosenberg asked what the deadline was. Le responded that the F&S committee decided that the deadline will be near the end of the quarter. McBride encourages all offices to start considering what changes or additions they might want.

B. Gender Neutral Bathrooms

Crowther gave an overview of the resolution. The resolution proposes two changes to the program standards. The first being that event planners for events expecting 150+ people make their best faith effort to provide a gender neutral restrooms. Second being that all AS trainings

will make a best faith effort to provide gender neutral restrooms, excluding make-up trainings. This is a part of a campus wide campaign to expand access to gender neutral restrooms on campus. In order for people to access an event or space people need a restroom they feel safe and comfortable using, and if there is not a restroom they feel comfortable using then the event and space are not accessible to them. Western is currently not meeting this standard. Gender segregated restrooms are not safe and accessible for all members of the population. The other part of this proposal is to find a solution for academic spaces, which is being worked on by Crowther and advisors. The resolution passed last year states that the AS has an obligation to increase the number of gender neutral restrooms. Conversations about how this will work with programs have already been happening with programming offices. The number 150 was picked because at that point all events are required to use Events Services & Security, which will be in charge of placing signs if this resolution is passed. Stelling asked how restrooms can be converted. Crowther responded that the QRC uses the restrooms closest to the event as the gender neutral and then the restrooms on the 6th floor of the VU were gender segregated. Part of the procedure is that signage needs to be provided for directions to the nearest gender segregated restrooms. Espinoza-Gonzalez asked for clarification on how to provide the gender neutral restrooms for larger events. Crowther responded that all segregated and neutral restrooms need to be in the same building as the event, and that signage needs to be provided to direct people to those restrooms. For the MPR, it is technically attached to the VU, so restrooms from the VU can be used as additional restrooms. Philip asked how to deal with large events and reentering an event. Smith stated that there are procedures in place for paid events, but for free events they will have to work on something that does not call attention to people using bathrooms outside the event. Ball said we should keep in mind that gender segregated and neutral restrooms are accessible for people with disabilities as well. Orallo-Molinaro asked for clarification on how obligatory the wording “best faith effort” is. Crowther said that he would like this to be as mandatory as possible in order to get people to try as hard as possible, but he also respects that it can be challenging for certain spaces on campus to provide gender neutral restrooms, and he does not want this resolution to exclude those events from happening. This is a change that would be happening this year. Rosenberg stated that if MC approves this item next week then it will go to the AS Board for approval. This will be moved to an action item at the next meeting. Smith asked who would be responsible for signage. Crowther said all the signs will be under the charge of Events Services. The signs will cover up the gender segregated signs and have a brief explanation of what that means, as well as give directions to the nearest gender segregated restroom. Smith stated that the QRC already has sign available if offices want to start providing gender neutral restrooms now. Orallo-Molinaro really liked the language being used because it encourages program directors to try their best.

IV. ACTION ITEMS

A. Nomination and Election of Vice Chair

Le clarified that the Vice Chair will be in charge of the programmatic subcommittee, which is when the department heads get together on the off weeks of MC to talk about what events they have coming up and what is going on in their office. The Vice Chair also be in charge of MC if Le is absent. Von Volkli and Ball were nominated by Le. Ball explained why she believes she will be an effective Vice Chair. Von Volkli also elaborated on why he believes he will be a good Vice Chair. Von Volkli was elected Vice Chair.

B. Personnel Committee Representative

This person assists the Personnel director in making personnel decisions by being a member of the personnel committee. Meetings are every other Tuesday starting tomorrow, October 23,

2012. The personnel committee also oversees the approval of job description changes, employee termination, and personnel grievances. Ball was nominated. Ball has a conflict during that time. Le will send out an email to those who are not present.

V. INFORMATION ITEMS

A. Program Saturation

Von Volkli explained that he has been working on a project to make event facilitation more predictable for future employees of programming offices as well as the organization as a whole. There are three basic changes von Volkli is hoping to make to job descriptions 1. All offices that have required programming have a quarterly minimum and maximum for how many events can be put on 2. One night of programming will equal one event, which is to make it proportional to how much effort is put into certain events. 3. The number of required events will be reduced but will be substituted for the type of event each office needs to put on, which allows for more flexibility in regards to now having a maximum number of events. The idea behind this is to allow for predictability for how many events are being put on throughout the year. Stelling asked how this would affect service offices. Von Volkli said that this was more of a predictability thing for them so offices are aware of a possible increase or decrease in services they provide throughout the year. If programming offices have already met their maximum number of events a service office does not need to deny the office services, for example the Publicity Center can still advertise for events from offices that have already met their quarterly maximum. This also does not affect clubs. Stelling thought there were already standards in job descriptions. Von Volkli said that there is inconsistency between offices and job descriptions, and this seeks to make everything uniform across the AS and to make programming more predictable, as well as attempt to prevent event burn-out by instituting a more manageable work load. Von Volkli said that the way clubs are controlled is through funding, because clubs can only do so much as the funding provides. Orallo-Molinaro asked that directors tell their offices to fill out the AS Calendar sheet so all offices and departments are aware of what is going on; the form is on the communications website. Von Volkli explained the procedure from this point on: this item will spend time in MC for a couple of meetings, then go on to the AS Board. If they are passed the programming directors would work on what is a feasible programming work load is for their offices. Then the personnel committee would standardize job descriptions with these recommendations in mind. Ball is hesitant about offices who do week series events stopping after their one week event. Von Volkli responded that there could be larger ranges available for offices that have a history of this. Von Volkli also feels that this model also gets people to think about how effective their events are. There is also the possibility of appealing to the director and the advisor of each office on an event by event basis if the funds and time are available id offices want to go over their maximum number of events. Ball explained that the ROP was concerned with having to do more paperwork. Orallo-Molinaro questioned that if people were concerned with doing more paperwork then are they even passionate about the event? And if they are not passionate then how effective will it be. Smith said that this will probably only come up if people want to do more events. Orallo-Molinaro said that this gives more authority to the coordinators to make sure events happen that people want to put on, as well as have the capability to put on. Von Volkli also said that this gives service offices more foresight on how many events they will have to work on during the quarter. Von Volkli also clarified that this will not take effect this year.

B. Rules of Operation and Funding Request Form

The Rules of Operation were updated by Le. The changes are marked on the documents. Le will make this accessible to everyone by placing it in the transfer drive. This will become an action item at the next meeting. Please go over the document and make suggestions at the next

meeting.

VI. OTHER BUSINESS

A. Brainstorm Topics for Management Council

Le asked if there was anything people want to bring to MC this year, feelings you might have or challenges you might face. Smith said that she appreciated the amount of recognition happening and that it should continue to happen. Olivier said there should be more discussion on AS involvement in community issues. Dorji wanted to know about the level of confidentiality we have in this council. Orallo-Molinaro wants to talk about office friendliness. Espinoza-Gonzalez dittoed and added that we should talk about what we mean by safe space, as well as some strategies to help students to find offices, because the VU is confusing. There is a lot of support surrounding this issue. Le will bring this to the AS/VU Marketing Committee. There is support to make this a top issue.

VII. MEMBER REPORTS

The Meeting was adjourned at 7:45p.m.