

**Western Washington University Associated Students  
Management Council**

Wednesday May 14<sup>th</sup>, 2014 VU 567

- Present:** Lisa Rosenberg (Assistant Director of Student Activities), Mason Luvera (Communications & Marketing Director), Luke Brouček (PC Account Executive), Morgan Burke (AS VP for Bus Ops), Matt Smith (ROP Director), Brian Bates (OC Equipment Shop Coordinator), Graham Marmion (REP Associate Director), Kasey Koenig (Club Coordinator), Patrick Stickney (KUGS Program Director), Teena Thach (ESC Program Support Coordinator), Nidia Hernandez (Personnel Director), Taylor Franks (Business Director)
- Absent:** Nina Olivier (ESP Associate Director), Daley Smith (AS Productions Director),
- Advisor:** Lisa Rosenberg
- Secretary:** Max Zentner
- Guest(s):** Jeff Bates, Kacy Cunningham

**Motions:**

**MC 14-S-6** Approval of the minutes from April 16<sup>th</sup>, 2014. **Passes.**

*The meeting was called to order by Morgan Burke, Chair at 4:03 pm*

**I. Approve Minutes**

*MOTION MC 14-S-6 by Lu vera*

Approval of the minutes from April 16<sup>th</sup>, 2014.

Second: Marmion                      Vote: 10-0-0 Passes.

**II. Info Item: Mission Statements**

- a. Morgan Burke stated that some of the changes to the mission statements were looked at during the last meeting. Members looked at the Publicity Center mission statement. Patrick Stickney asked if it sounds better without the first and. Matt Smith stated that the end of the statement should read "for student employees." The AS Review was then looked at it. M. Smith stated that there is inconsistent use of the Oxford comma. Members moved on to the Legal Information Center. M. Smith believes the language should read "confidential, non-judgmental," removing the "and." Marmion proposed dropping the words "and events." Burke believes it is redundant. Stickney thinks that "programs and events" is necessary to be all encompassing. Kacy Cunningham concurred that they are necessary together. Brian Bates likes the implementation of a comma if programs and events are separate entities but necessary to both exist. Other committee members agreed. The Equipment and Bike Shop mission statement was addressed next. Burke questioned consistency in referring to the Associated Students as the AS. Stickney suggested removing the words "within the Outdoor Center." M. Smith thinks it has its place because it is not always inferred that the Equipment and Bike Shop is a part of the Outdoor Center, but that maybe it

would read better if it said "the AS Outdoor Center Equipment and Bike Shop." Kasey Koenig stated that the Challenge Program should also contain a reference to the Outdoor Center because It Is also In the Outdoor Center office. Marmion believes education and advice are redundant and suggested removing the word advice. Taylor Franks believes the line about the Equipment Shop should exist before the line about the Bike Shop because the name of the office Is the Equipment and Bike Shop, not the Bike and Equipment Shop. Members then looked at the Challenge Program. Marmion strongly dislikes the work experiential. Kacy Cunningham stated that the word experiential Is used within the Challenge Program and should therefore remain. Burke suggested It read, the AS OC Challenge Program, to account for the fact that It exists within the office of the Outdoor Center. Environmental and Sustainability Programs was then addressed. Stickney suggested removing the etc. Marmion stated that he reworded the whole mission statement: "The AS Environmental & Sustainability Programs (ESP) provides the education and resources necessary to promote environmentalism and opportunities to become actively Involved In sustainable practices through events, volunteering, and student activism."

**III. Info Item: Program Standards**

- a. M. Smith noted that the changes are on the fourth page. Burke recapped that Management Council was asked by the AS President to look at the program standards for semi-targeted programming. M. Smith stated that he added more language to elaborate on what targeted programming means. He defined targeted and semi-targeted to differentiate the two. He also Included example of certain Identities and demographics that are often Included In semi-targeted events. Mainly, M. Smith stated, It Is word-shopping language. Stickney asked If there Is anything that Is counted as a semi-targeted event that wasn't brought to the board. M. Smith stated that all have gone as targeted events this year. Marmion Is concerned with the purpose of distinguishing the two. He does not think It Is necessary because there are not parameters In place. He thinks It Is easier to state that targeted events can Include semi-targeted events. Burke stated that she thinks It Is Important to keep In mind the AS's mission statement to be Inclusive. Koenig stated that at this point the necessity Is to ensure that semi-targeted events don't go through the cracks and aren't approved by the board.

**IV. Info Item: Management Council Charge and Charter**

- a. Morgan Burke explained that the AS Assessment Coordinator position Is not In the Charge and Charter for Management Council. She would like feedback as to whether this should change. Graham Marmion asked Kacy Cunningham If her position had time In their position to attend the meetings. Cunningham stated that It does. Mason Luvera thinks It would be valuable for this position to attend Management Council because Management Council can provide a lot of valuable Information for that position as they work with many offices throughout the

course of the year. Nidia Hernandez stated that in the past the position was at 17 hours. She also thinks that it would be beneficial for the position to attend Management Council to gain internal knowledge. Marmion stated that it would put the committee at an odd number of members, which means tie votes are not possible. Cunningham thinks that being a non-voting member would be the most beneficial. Burke thinks it would be a good idea and that the position existing as an ex-officio would be the best option. Rosenberg stated that the board would have to approve the change to the charge and charter.

#### **V. Discussion Items: Budget Projection**

- a. Franks stated that the members are looking at what is proposed to be allocated for each office. They first looked at salaries, and all budgets that had salary increases got those increases. They also looked at the SPAC recommendations, and allocated money to those. They focused on the difference between need and want. She stated that many proposals were based on wants rather than needs. The proposals needed to be cut by roughly \$60,000 to prevent deficit spending. Stickney asked if there are any budgets were cut from the operating budget. Franks answered that the ViQueen was as it moved to the Viking Union, as was Student Senate. Some budgets were absorbed by others, and others still were combined. Franks stated that those who asked for an increase largely were given an allocation similar to last year. Very few that requested an increase instead were allocated a decrease. Hernandez asked what a timeline would be for a reconsider. Franks stated that there doesn't look like there is enough time, but she will allow people to come soon, like next week, to come defend their budgets. Burke stated that because the process was delayed, there is not a lot of flexibility. She added that the budget is not finalized until the board approves it. Bates asked if the board can look at each individual budget. Burke stated that the board will focus on the big picture. M. Smith asked Burke to send an email prefacing how difficult the budgeting process is. Franks stated that it will exist as a section of the budget proposal. Hernandez asked why there was such a large cut for the Queer Resource Center. Franks stated that there were a lot of speaker fees that were cut.

*The meeting was adjourned at 5:19 pm*