

**Western Washington University Associated Students
Board of Directors Meeting**

Friday, April 1st, 2016 VU 567

AS Board Officers: *Present:* Belina Seare (President), Israel Rios (VP Activities), Zach Dove (VP for Academic Affairs), Hannah Brock (VP for Business and Operations), Abby Ramos (VP Diversity), Patrick Eckroth (VP Governmental Affairs), and Emma Palumbo (VP for Student Life).

Guest(s): Sue Guenter-Schlesinger (Vice Provost for Equal Opportunity & Employment Diversity), Laura Langley (Equal Opportunity Program Manager), Jonah Falk (AS Productions Director), Casey Hayden (Coordinator of Student Activities)

Advisor: Eric Alexander (Associate Dean of Student Engagement and the Director of the Viking Union Facilities)

MOTIONS

- ASB-16-S-1** Approve the SPAC Recommendations for the Underground Coffeehouse. *Passed.*
- ASB-16-S-2** Approve the Federal Agenda to move from an Information Item to an Action Item. *Passed.*
- ASB-16-S-3** Approve the Federal Agenda Language with the Amendments. *Passed.*
- ASB-16-S-4** Approve the ESC Executive Committee with Amendments. *Passed.*

Belina Seare, President VP for Diversity, called the meeting to order at 8:39 a.m.

I. APPROVAL OF MINUTES

II. REVISIONS TO THE AGENDA

III. INFORMATION ITEMS- Guests*

A. Gender Neutral Facilities Guidelines Advisory Committee Update

Guenter-Schlesinger said sometime in December, they were asked to develop a charter to take a serious look at creating recommendations for gender neutral guidelines for WWU's campus. The University of California came out as a leader having guidelines that would basically be a blueprint for gender neutral constructions going forward. They are coming up with a policy document that would specifically say they want them to pay attention to gender neutral restrooms. It will describe, if possible, how to take existing buildings to renovate to include these guidelines. They created a committee to help with this work. There was a charter that was approved. Palumbo and Ramos told Guenter-Schlesinger that they wanted more students, and they increased it to four students on the committee. She would like to give an update of what they have done since January. The results of the charter were to have recommendations by the end of March. And as they approached the end of finals week in March, they realized they needed more time. They went for an extension and got until the end of April. They want to make sure there are people on the committee who knows the facilities and can make it more applicable to implement in the future. In their work, they needed to compile information on what is already here, find best practices to use, from consulting with student

government and soliciting comments from Western's community. They will use that input to help inform the recommended guidelines. This is a committee that has put in a lot of hard work and she applauds all of them, especially the students. They now have an understanding of what is on their campus now. Now they are working on figuring out what buildings or areas would be best to retrofit or renovate. Their inventory is not complete but they have made significant movements. They also reviewed some best practices from campuses especially the University of California, not to replicate, but to help guide. There just aren't a lot of information and documents like this. They consulted with the Faculty Senate and now they are getting the Board's input. The last part of the scope was a broad community scope. That group got into subcommittees and each held sessions led by people who are represented in that subgroup such as students leading the student session. Palumbo asked what other schools were they looking into? Tangley said this isn't an exhaustive list but they looked into New York University and Pennsylvania State University, they also looked at other institutions. They also looked into Consortium of Higher Education of TGBT Resource Professionals. There haven't been others that solicited feedback from the community in the subgroups. There were surveys and listening session that took place. The student survey responses were over 600. Faculty got 25-30 responses and Staff had 50 responses. Each group had listening sessions as well. They had a broad listening session and then one specifically clubs like TAG and so they can help them have those conversations in their community. There were unique comments within each group but the themes were the same. One theme was the scarcity of gender neutral restrooms on campus. Second them was the distribution around campus. The third theme was about how long does it take between class breaks to get to them. The fourth theme was people felt there was hypervisibility while they were waiting for them. Something they found out from students was that a lot of students don't know they have them, which shows a need to publicize it. Over all to truly complete this, they don't need to just change space, but they need community education to show its importance. Not from the staff, but some of the student survey responses and a bit of the faculty survey responses, there were some critical comments and transphobic comments. Not the majority, but just shows the importance of this work. Seare said when they are creating education components she thinks It could be somewhere where they could help. Maybe they can create a blueprint for next year's Board to help take over this work. Tangley said other universities have had signs outside those restrooms explaining what they are and why they are there. In buildings that there aren't restrooms, create signage showing where they are. They could have their new faculty orientation have a component of this. Guenter-Schlesinger appreciates the partnering with them and the future Board. It is student driven and they want to keep close to the students. Tangley said the Equal Opportunity Office (EOO) has a table during SummerStart and they have a map of where gender neutral bathrooms are. They are mostly taken by parents of students. Ramos asked how will the recommendations continue to be implemented? Guenter-Schlesinger said that's a good question. The recommendations will go with a cover letter that would be made by the committee. It's an Ad Hoc committee for a particular purpose, but they need ongoing dialogue. They will be proposing this to have an ongoing group that continues to monitor these efforts and keep looking at best efforts. Tangley said it is important to say which office is in charge of enacting these and publicize them to get feedback. Guenter-Schlesinger thanked them for being pioneers. They are grateful for the student energy and getting the student voice heard.

B. Underground Coffee House Proposal

Falk said this is a proposal for a survey system in the underground coffee house. There has been a lack of data from surveys from the events they put on in the Underground Coffeehouse. This is

because they have a short window of time to get surveys done and the staff are running the program so they don't have time to go around and ask students to take surveys. They want to have an incentive added to taking the survey too. They want to use the same company they use for digital signage. They are wanting an older iPod because of its lower cost and it has the basic needs to provide a survey. Brock said they will see the SPAC recommendations too. it would come out of Discretionary Reserves. Ramos said why are they requesting a 16gb instead of 8gb iPad? Falk said they can look into it and see if the lower one would work. Alexander said he talked to Chris Miller the Information Technology Manager in their unit and he was a bit concerned, they should talk to him. Technically speaking having an offline survey for the purpose they were hoping could have some conflicts because it being offline and then sometimes online for uploading answers is security problem. He was thinking an App may better serve their purposes. Brock said they can address those questions with Miller. Rios said how old of an iPod are they looking at? The 3rd generation iPod won't get the new IOS update, which means it may not work with the new connectors. They may want a slightly newer one that can be used longer. Dove suggested the windows because they can be less than the iPod. Falk said one of their reasons for the iPod was a user friendly interface. What does the Board think? Brock said she thinks Miller can answer those better than them. Seare said are there any plans to use these for anything else? It would just be mounted? Falk said they have others like AS Pop Music that have staff that can do surveying beforehand while students wait in the lines. For the Gallery and the Underground Coffeehouse, they don't have that time, it's a very short time window. Dove said if it is a survey it may not make a difference between the iPod or Windows laptop. Falk said the second proposal for the Underground Coffeehouse is for a keyboard. Falk said this is from student and participant feedback. They have a lot of guitars and singing and they would love to bring in a keyboard to get more genres. Students may not have the capability to buy this and this provides more accessibility and variety. They are looking into the M Audio keyboard which is stripped down but has the technology that the tech crew needs. They are wanting this just for AS Productions, not for the whole AS so it won't go up on EMS to be reserved. They have consistent programing in the Underground Coffeehouse and this would help so tech crew doesn't need to get it out every time. Rios wanted to know about the total cost and why is it so high? Jonah said he added a buffer for shipping and tax.

C. The Power of One LGBT Student Leadership Conference

Hayden said power of one conference put on by NASPA which is student affairs professionals in higher education. It is about leadership for LGBT students. They have sent students before and got good feedback. This year it's in Tacoma so it is close, and they asked around and they got student interest. He is considering going to help facilitate this with the students. Laura Langley is considering going. Joanne Demark is considering going as well. There are some clubs that he has reached out to like QPC, Western Aces, some QRC students. Not promising anything but gauging the interest of the conference. It is a pretty affordable conference. They are asking \$2,140 total for 10 people. They are wanting three rooms for more space. Brock said so this would be for staff, students, and student staff? Hayden said yes. They didn't have to fall into any one organization, it was easy to put out a call for clubs and QRC. Ramos had suggestions to get the word out through faculty. Brock said suggested this coming out of the Discretionary Reserve. Hayden said yes.

IV. ACTION ITEMS - Guests*

A. SPAC Recommendations for the Underground Coffeehouse (UGCH)

Ramos said did they find out about signage? Falk said about the trigger warning? Yes, they don't have anything specific yet, it would be a temporary option until they get it from the Publicity Center. For events with content, they would like to put warnings up.

MOTION: ASB-16-S-1 by Brock

Approve the SPAC Recommendations for the Underground Coffeehouse.

Second: Palumbo Vote: 7-0-0 Action: Passed

B. Federal Agenda

Eckroth said they have the actual language as a supplemental document because they didn't have it ready earlier. They posted information about each of the areas. He also shared last year's federal agenda. They broke up the language. Students as people, students as student. The first section is "Students as Students". This section talks about financial aid and the reauthorization of the Higher Education Act. Palumbo said she has something to add. To increase funding for sexual assault education in the Higher Education Act? Eckroth said they should have that in there. Eckroth said that would be it for the reauthorization of the Higher Education Act. The next is the pell grant that has three acts included. The Pell Grant Protection Act would ensure that the program remains funded for students. The Pell Grant Restoration Act allows students more flexibility and the Pell Grant Cost of Tuition Adjustment Act. The next is the college options for DREAMers Act. If they know the DREAM act it is similar but at the federal level. Ramos said is there another word they could use? In the acronym they use the word alien. Eckroth said it gets complicated at the federal level but they could look into it and maybe not use the title? Seare said they could say it as "also known as". Eckroth said yes. The final one is the Proprietary Education Oversight Coordination Improvement Act. These often have programs that have little value and students have a lot of debt. They want to make sure there is accountability for these programs. This could create a committee which would look at higher education institutions as a whole. Dove said are there bills to cancel certain debt for certain schools? If there are, he recommends putting that in. Eckroth said they could add language saying to protect folks for the future and help those who have been effected by it. Brock said they like how concise it is. Eckroth said they found out about this trip Monday of finals. He needs to get it approved in order for it to be printed in time for when they travel.

MOTION: ASB-16-S-2 by Brock

Approve the Federal Agenda to move from an Information Item to an Action Item.

Second: Palumbo Vote: 7-0-0

Eckroth said the language looks good, and they will be adding in the sexual assault language and college options for undocumented students. They will be adding in the language for those who are already negatively impacted by for-profit institution.

MOTION: ASB-16-S-3 by Eckroth

Approve the Federal Agenda Tanguage with the Amendments.

Second: Dove Vote: 7-0-0 Action: Passed

C. ESC Executive Committee Charge and Charter

Ramos said this will be focus around the renovation around the ESC. She would like to make the ESC Internal Coordinator non-voting. There will be 6 students at large that get to vote. They will be found through the ESC's Presidents Council and they are required to seek student input. Alexander said should they add language for summer? Construction doesn't stop for summer. Eckroth said for summer there isn't campus committee. It's use to becoming the Boards responsibility. Ramos said her position and an ESC position can do it. Ramos would like to take out a section under the chair, "Co-chair as discretion of the committee". Dove said for voting language, the language of consensus is convoluted. He suggests looking at that language. Ramos said yes, if everyone agrees. Dove said but anyone can make a motion at any time, the placement of that statement is what is throwing him off. Any voting member can make a motion. Alexander said consensus language isn't really voting. It's an issue of style. Ramos said she would also like to change a typo under the Meetings section from "ones" to "once". Dove said could they add working with Faculty Senate with this. Eckroth said another type is "implantation" and they'll want to change it to "implementation"

MOTION: ASB-16-S-4 by Dove

Approve the ESC Executive Committee with Amendments.
Second: Eckroth Vote: 7-0-0 Action: Passed

V. PERSONNEL ITEMS *(subject to immediate action)*

VI. ACTION ITEMS - Board*

VII. INFORMATION ITEMS - Board*

A. Activities Council Funding Request

Rios said they have been draining their money significantly faster than before. At first, he thought it was a problem, but really it's a success. They suggested that the Club Hub try to promote it and they did. As a result, they got larger requests and more than usual. They don't have hard limits per person, but travel costs have gone up. They currently have \$3,000 in Grants and Underwrites and \$0 in the Club Conference Fund. When they don't have money in the Club Conference Fund, they go to Grants. Its suppose to benefits students at large. They have \$3,000 currently, but they are expecting some to come back, around \$1,000-\$4,000. They are requesting \$3,000 to be added to the Club Conference Fund. He has also brought information on what they have used it for this year. Ramos said why the F airhaven Free Press? Why is Activities Council paying for it and not the Departmentally Related Activities Committee (DRAC)? For the Philosophy Club why is that not going through the Departments? Rios said he also asked about that. There is a history of the Philosophy Club getting funding from Activities Council, so the department won't give them money. They have been working to push them off the departments. For Fairhaven Free Press, no one will give them any money. They don't want to sell advertising which is why they are called the Free Press. The amount of \$1,300 is for the entire year. Departments can be paying a lot more. DRAC is not willing to open up and allow more clubs in because the other people would get less money. Dove said what about the swimming club, why is that not in athletics? Rios said not a sports club because

of the dues. If they are an AS club, it has to be 75 percent students and that club has some non-students on it. Brock said are they thinking about increasing for next year? Rios said yes by \$3000 for grants and underwrites. He's trying to reverse the cuts from a couple years ago. Brock said will the funding continue to increase? Rios said yes. They will get stricter on what they fund. Alexander said this is a good time to be looking at club system on campus in general. There is a need for a broad overlook on the club system. Rios said originally it was going to be looked at in the Club Activities Office SPAC Recommendations but It would take a while, and the club hub specifically needed to be looked at. It needs to be looked at in the future. Alexander said yes all the clubs on campus need to be looked at.

B. General Education Reform Referendum

VU Fire alarm 10:15am-10:35am

Dove said this is a non-traditional referendum attempt. It's a survey for the General Education Committee. Dove said the rationale for putting it on the ballot is that they put a lot of effort into this, want to get most information from the students. With that being said, they need to be within the technology of what vote net can do, and their system of displaying the results, their software can display the referendum and there would be a good way to display the results. OBut it's more to just get the results. Chris Miller said to get their preference of what they want to see and they will see if it works. Dove has been advised to drop number 1. They aren't in a place to move forward on any of them. These options are super broad and conceptual. As far as models go, they could be good models. It may not be useful to pick a model. It is feared by some, that is they get a student vote on specific options, it may create a grid lock in the Faculty Senate and nothing would get done. They have been trying to do this for 25 years and it keeps getting blocked. His own opinion is because it's not critical and the second question is more critical, and they want it to re-reform, he is suggesting taking off number one and focus on number two. Unfortunate because of the faculty but they have to be strategic about it. Regardless of the option chosen, there would be certain aspects to be included. He wants to scratch number one. The second gets at aspect of the models to inform the system they are trying to change. They could do a check all that apply or rank in order of preference. Vote net, the technology they use to process the voting, can't have a write in. To rank the options in preference will work out and they will need to develop the list so students don't need to write in. Ramos said they should expand on answers because she doesn't understand "coherent structure". Dove said that's good feedback. Brock said they have better writing and communication instruction, what about math? Dove said that is broader than that, it's about improvement in the writing program, such as the Writing Proficiency Points. They aren't working. Dove said he will provide clarity for each of them, he won't want to push in any direction. Other than that, any changes in language or ranking in preference? Eckroth said they should change the question because they aren't talking about the models anymore. Ramos said should they include an option about math? It is pretty obvious that the university has a problem with Math. Brock said there aren't enough math tutors. Dove said no services wouldn't be included in this, it would just be the requirements. Ramos said so it would just be more or less math. Palumbo said it should say "GUR" somewhere, not just general education system. Brock said she personally struggled with math when TA or grad student was teaching it. Dove said he agrees math can be an issue but it falls on the department who they chose to have teach. For the record, 77% of their teachers are non-tenure track faculty in the math department.

Palumbo said they should add more or less in all the areas. Ramos said that would take a lot of time, and if there are 15 answers, they would not want to answer the question. Ramos asked if they could do a preference of top 5. Dove said if they were going to add all the areas it would be 8 additional, so it would be 15 total. Perhaps only having 5. Alexander said they could split the question. Dove said yes.

C. Multicultural Center Referendum

Ramos said this is a proposal for a fee for students for a Multicultural Center. Palumbo said the last bullet needs to be grammatically changed to a full sentence. Seare said they aren't putting a standalone building in this referendum? Ramos said they don't know yet if it will be a standalone building, it may be attached to something. Alexander said they will want to make the referendum broader, then they aren't limiting it to only a standalone building. Seare said they could have passed this last summer and they halted it for a standalone building. Alexander said they are not wanting to limit the bond opportunities. If they say it has to be a standalone building, and not an extension that could look like a standalone building, they won't get options for certain bonds. Brock said is 30 dollars the amount or the max? Ramos said the max. Brock said how long would it last, would it be for the next 5 years? Ramos said the fee would be implemented forever. Rios said why are they asking for \$30 when they don't know what their funding yet? They should have the design of the building and stuff is done before proposing it to students. Ramos said the amount of \$30 came from Eileen Coughlin, the Vice President for Enrollment and Student Services and her looking at different funding sources from the university. There will be other money coming from the Enrollment and Student Services Reserves. They got \$30 from the idea that it would cost around \$18 million to build. Alexander said they got these numbers from rough square footage estimates. They know 10,000 to 12,000 square feet minimally. They kind of know how much construction costs for that amount. If they know they have money coming from other sources, they can guess amounts. Rios said they don't know the building yet though. Just having a building isn't enough what about a cultural kitchen? Ramos said they are still working out everything else. Seare wants to meet outside this. Alexander said if they go into executive session, they will need a report afterwards. Eckroth said he is worried about the fee being forever, could they put it for 5 years? Alexander said they won't get investors if they don't have the money set aside, and most of the time it's for the life of the bond.

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

Brock removed the consent items.

IX. BOARD REPORTS

Belina Seare, AS President reported that 5pm on Monday the Board will be meeting with the new preferred University President candidate. Location is still to be determined. Brock wants it to just be the Board. They should go with some good talking points.

Zach Dove, VP for Academic Affairs reported that pilot program to get student feedback on their classroom experience is done. He needs to check when they can actually send that out to people. They are planning a student faculty staff dialogue for campus climate for May. There

are 20 staff and students that will be trained in order to facilitate those dialogues on campus. The GUR taskforce is done.

Patrick Eckroth, YP for Governmental Affairs reported that the Washington Student Association (WSA) is having its general assembly in May. They are going to build their state wide agenda. They will be getting proposals from western specifically for parts of the language. Also at the general assembly. They will make decisions about their bi-laws. There is a Board of Directors meeting in April 23rd. There is the Federal Tobby Day trip April 17th to April 22nd. They will be having their Total Advocacy Day Friday April 8th.

Hannah Brock, YP for Business and Operations reported that they have completed their reverse timeline for the AS Structural Review Committee. They want to get their final recommendations to move forward by mid-May. She has been working on a survey for tablets and tablet use. She is working with Miller on that. They are really expensive but they are needed and they should see that proposal coming through shortly.

Abby Ramos VP for Diversity reported that next week at she will be at the Board of Trustees (BOT) meeting April 7th and 8th. She will be presenting the Multicultural Center Referendum language. It will be a discussion for the BOT and they will not be voting. They will be voting through University Planning and Resource Committee (UPRC) as well. For the president's taskforce on Equity, Inclusion and Diversity they have been working on a strategic plan for inclusion. They got in a subcommittee and got document they have drafted. She will send it out. They will want feedback by April 18th. For the Sexual assault prevention taskforce, Everfy which is their mandatory training is up at the end of this year. If they want to continue it for a mandatory training they will have to decide that. She talked to the Equal Opportunity Office about the feedback and they haven't received negative feedback and it was more about confusion on hold on registration. They are going to create a survey for students to see if it's something that should continue and looking into best ways to do that. Everfy has the ability to create a survey so they may do it through there. Trying to see if the questions can change. There are certain questions that every campus needs to include. Also she is meeting with the preferred University President candidate on Tuesday.

Israel Rios VP for Activities reported that DRAC has their proposed budgets. They are focusing on their reserves. The Recreation Center Advisory Committee started to meet. This week they focused on the concerns for Recreation Center which is mostly Carver concerns. They will need to do maintenance on Ree center after Carver is completed because of the additional wear and tear of the facility. DRAC has an open forum coming up and last year not one student other than Western Front went, so he is hoping more students go this time.

Emma Palumbo VP for Student Life reported that the Sustainable Action Fund (SAF) staff are at their capacity for their workload. There have been talk about shutting the program down for new applications, The SAF is talking about it. For transportation, they continue to meet with Whatcom Transportation Authority (WTA) about the contract negotiation. She is trying to get student input on it. They are looking at change in the shuttle route. There are some routes that have had 50% less than previous years.

XI. OTHER BUSINESS

Belina Seare, AS President, adjourned the meeting at 11:25 a.m.

DRAFT