

**Western Washington University Associated Students
Sustainable Action Fund
Wednesday, April 6, 2016 VU 567**

Present: Emma Palumbo (ASVP for Student Life), Hannah Brock, Sam Potts, Meghan Demeter, Ed Simpson, Nate White (non-voting), Seth Vidaña (non-voting), Ryan Peterson (non-voting)

Absent: Anna Kemper, Brian Rusk

Advisor: Greg McBride

Secretary: Bryce Hammer

Guest: Kyle Wunderlin

MOTIONS

SAF-16-S-1 Approve the minutes from 3-3-2016. *Passed.*

SAF-16-S-2 Motion to approve a subgroup formation, consisting of Emma Palumbo, Greg McBride, Nate White, and Ryan Peterson. *Passed.*

Emma Palumbo, Chair of Sustainable Action Fund, called the meeting to order at 8:03am.

I. CALL TO ORDER

A. Palumbo had everyone go around the table and introduce their names, positions, and pronouns.

II. APPROVAL OF MINUTES

MOTION SAF-16-S-1 by Brock.

Approve the minutes from 3-3-2016.

Second: Potts Vote: 5-0-0 Action: Passed.

III. DISCUSSION ITEMS

A. SAF Application Acceptance

Vidaña said they're facing a challenge in managing the SAF work load. It's a good problem to have but it means they do not have enough staff to deal with all of the projects coming into the SAF. The challenge comes in the timeline for students. The more projects they have the harder it is to complete projects by graduation time. In addition to the work load they have to integrate the changes from the SAF taskforce. They've decided not to process applications for spring quarter. They'd like to accept the applications and then process them during summer quarter, though most students aren't on campus over summer. The other option is delaying the task force recommendations. They could also hire another SAF staff member.

In the long term, he thinks they need to limit the program in general because the program will get bogged down. They're worried about quality of experience and quality of projects. Other university programs have a hold like that. They think bringing in another project manager is an option. Palumbo asked for initial thoughts. Brock asked how many projects they have in the works. White said there is a sheet in the binders, the projects total 37 points of complexity and the ideal range is 25-30. Simpson said in the next two months the projects to be completed will be down to ideal, but there still will not be room for new apps. McBride asked what kind of support goes into implementation on White's end. White said a lot of it is connecting different facilities on campus to students. They check in with them every two weeks, and hold students accountable to what they agreed to in their applications. White said his staff also promotes outreach, especially when the projects demand connecting to the student body, they also help with finding volunteers, if need be. Tyler Le asked how big of a proportion of the SAF is directing people to facilities. White said it's a big chunk. Le asked if they've considered going to clubs. White said yes, they do talk to different groups though he's a full time staff member so it's easier for him to do the things that clubs would be able to do. Le asked what the other negative drawbacks are. White said the clubs have to be interested, especially when they're big projects. Vidaña said the taskforce wanted to continue on with high quality experience. When they were at a conference, a couple months ago, he was impressed with the quality of our SAF program in comparison to other programs. He said he'd like to maintain that. In order to do that, they need to limit the number of people in the program. Palumbo said in the past few days she's had people who were denied come to her to express concern. They're not happy with having a student fee that they don't have access to. There was a team that went to Activities Council and there was frustration because the SAF is one of the only funding sources that isn't running out of money. Multiple people have come to Palumbo to express this concern. Palumbo said she'd like to look into other options. McBride said they could do temporary hires, which would take a while to train but not long to hire. Palumbo said they're not running out of money though, so using those funds to hire someone else would be a good direction to go. Simpson said he'd rather be positive about it, because it's not like it's not accessible to students. The time lines are longer than expected but students are getting out of it. Brock said she's be in favor of a temporary hire. She's not sure if they're able to not charge the fee for this quarter. She said some of these projects have been in the work for a long time. McBride said thus far there seems to be a blanket declaration that they're not accepting project. He wants to know if they're trying to limit complex projects or all projects. White said it's possible to limit those more complex projects, though the trick will be being transparent with students. Currently, there's nothing in the SAF that talks about complexity, small and large grants only. Le asked for clarification on the process and the complexity scores. White said yes, he got it right. Vidaña said there is a process that goes into re-writing the materials. He said the only clear solution is for Nate and Seth to make unilateral decisions on complexity. Le asked if the problem is efficiency versus quality. Vidaña said yes, asked if there are other funds that not all students

can access. Vidaña said, look at the REC Center, and events and their accessibility. Palumbo said not having the time to go to an event is not the same as not having access to student funds. Wayne asked if there could be a more stringent review process so it doesn't stifle the potential for students and it doesn't get bogged down. He's interested in a stricter criterion. Palumbo said White does a lot of work with teams before they come in, might be more work for White. White said the rubric existed in the past but doesn't now. Any large grant goes through the committee. Smaller grants go through Nate and Seth. McBride said the committee helps set the big picture guidelines for what the program should do and then White oversees the funding. In that mindset, the committee might be able to authorize more funding so they can increase the access. They could give support so the SAF staff has more leeway. He said they should also think long term vs. short term goals. Simpson said an added staff member might be able to take on the less complex projects and White could handle the more complex ones. Brock said they could be transparent with students and tell them they're not accepting level 3s but they are accepting level 2s and below. White said it would be jumping the gun on the tier system. The tiers would rate things by complexity, they would have to decide what each tier means but he's not sure how students would view it. Simpson asked if it could be large grants vs. small grants. Vidaña said he'd like to know how that would affect students. Brock said it's better than shutting down entirely. And if they can't handle any more complex projects then they can try to give the small grants out. Vidaña said he doesn't see it as a shut off because they're still spending money on students, and they're still involved. The program is still going, just being more selective. He said they don't have time to bring each back every project to committee. They need the power to make those decisions. Peterson said the teams are also searching for new members. Le said many of the projects currently benefit the committee. Vidaña said existing projects are benefiting students, they're just having trouble. Palumbo said the current projects are benefiting students but she's feeling the frustration from students because there is nowhere else students can go for that kind of money. It's a different sort of access than a water bottle refill station. McBride said the AS provides various levels of engagement, which is different than accessibility. They have more students that want to get engaged at various levels and they need to have enough support and flexibility to fit those various levels. White said they budgeted 40K for small grants and they have 9K left. Palumbo said if they were going to only find small grants they could move money from large to small grants. White said they're going to get back logged. Hiring extra staff will also have a learning curve. Pausing for a quarter could get down to that ideal. Peterson asked if they could increase the hours for Kyle Wunderlin. White said she has to work less than 19 hours. Vidaña said after 15 hours, things come off the rails. He wants the power to decide, with White, what a small and large grant would look like. Vidaña said he wants a temporary staff hire from the temp pool at Western or from someone outside. He'd also like to know about the small and large grants. McBride said the committee could authorize funding but they need a more concrete number to approve for the staff member. Palumbo said the committee could provide a direction to go in and then get something more

concrete. Brock said she'd be in favor of that. Hammer asked what the difference in timeline is for temp versus permanent. McBride said weeks versus months. Le said there's also a big push for spring quarter. McBride said operations does have the power to make those decisions already.

Brock and Vidaña left at 8:42am.

IV. ACTION/INFORMATION ITEMS

A. Forming a Subgroup

Palumbo said this would be an exec group to work on ideas outside the committee and then bring them back. This would be for a rubric for grading, what gets funded and what doesn't. White asked how that works in terms of decision making and voting. McBride said all decisions get voted on by the committee. Palumbo said it would be discussion based.

MOTION SAF-16-S-2 by Palumbo

Motion to approve a subgroup formation, consisting of Emma Palumbo, Greg McBride, Nate White, and Ryan Peterson.

Second: Simpson

Vote: 4-0-0

Action: Passed.

Meeting adjourned at 8:47am.