

**Western Washington University Associated Students**  
**Board of Directors Meeting**  
Wednesday, October 12<sup>th</sup>, 2016 VU567

**AS Board Officers:** *Present:* Stephanie Cheng (President), Alex LaVallee (VP Activities), Erick Yanzon (VP Academic Affairs), Mary Moeller (VP Business and Operations), Aleyda Cervantes (VP for Diversity), Bryce Hammer (VP Governmental Affairs), and Wayne Rocque (VP for Student Life).

**Guest(s):** Tiffany Ng (Student Advancement Fund Facilitator).

**Advisor:** Sabrina Houck (AS Board Program Coordinator)

## **MOTIONS**

**ASB-16-26** Approval of October 5<sup>th</sup>, 2016 AS Board of Directors Minutes. *Passed.*

**ASB-16- 27** Approval of Business Committee Charge and Charter with Amendment  
To Add a Secretary. *Passed*

**ASB-16-28** Approval of Committee Appointments. *Passed*

## **I. APPROVAL OF MINUTES**

Cheng asked if everyone had read the minutes and if there were any additions or edits no members had any comment.

***MOTION: ASB-16-26***by Cheng

Approve the October 5<sup>th</sup>, 2016 AS Board of Directors Minutes.

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

## **II. REVISIONS TO THE AGENDA**

Roque mentioned an inconsistency in the agenda, which was clarified by Houck. The revision was that the Committee appointee for Alternative Transportation would not be voted on so that agenda item should be skipped.

## **III. PUBLIC FORUM** (*comments from students and the community*)

Moeller introduced the guest Ng who was there for a the Student Enhancement Fund Committee Charge and Charter.

## **IV. INFORMATION ITEMS - Guests\***

## **V. ACTION ITEMS - Guests\***

## **VI. PERSONNEL ITEMS** (*subject to immediate action*)

## **VII. ACTION ITEMS - Board\***

### **A. Business Committee Charge and Charter**

### **B.**

Moeller said that the contents of the Charge and Charter had not changed since the last meeting of the Board and that the status of the item was the only thing that had changed, she asked for any questions. Cervantes asked if there would be a secretary. Moeller thanked Cervantes and said that she hadn't made a decision on secretary but that could be altered with relative ease. Cervantes clarified that she wanted to know how likely that would be or if, alternatively, there could be a recorder in the meetings. Hammer mentioned that she had spoken to Eric Alexander about the issue

and that he had compared it to an advisory board for the business director. Moeller said that her concern was about the time commitment that it would involve for any secretary assigned to the committee, citing a desire to respect the time of the overworked board assistants. Cervantes voiced the strong desire to be able to know what is going on in the budget committee because of the way it is connected to the Board of Directors meetings. Hammer cited a conversation with Eric Alexander wherein they had spoken about issues the Budget Committee is unsure about getting handled by the Board. She added that either way the Charge and Charter needs to get approved soon. Moeller said that even without the Charge and Charter the Business Committee will still be meeting informally, just because of how the setup of the Viking Union operates. Cervantes said she just wants to know what they discuss in meetings for the purpose of transparency. Moeller asked if she would find it more accessible to have a secretary taking minutes or just a recording of those minutes available. Cervantes responded that she is flexible as long as she can see it, whatever is most accessible to students is preferable, particularly because she has heard that decisions are made in the committee in addition to advising. Moeller asked Houck what a good secretary choice would be, Houck explained that the budget committee secretary is staff member Sydney Longer who Houck doesn't have oversight over. Where the Student secretaries are concerned, Board Assistant Chrissa works most closely with the issue. Moeller mentioned that because of Longer's involvement in the committee already, having her be the secretary would be too much workload, and also inappropriate. She asked if Chrissa could do the time commitment. Houck clarified that the minutes from Budget Committee would be much less intensive than the Board of Directors, and as such Chrissa would probably be able to take it on.

**MOTION: ASB-16-27** by Moeller

Approve Business Committee Charge and Charter with Amendment to Add a Secretary.

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

## **VIII. INFORMATION ITEMS - Board\***

### **A. Student Technology Fee Committee Charge and Charter**

Yanzon said there were no significant changes. Moeller said that during a meeting with other technology folks they had asked about the Student Technology Fee Reserve, which would be handled by the Committee this year, and asked if that would need to be added to the charge and charter. Hammer said that it seemed to fall, by definition, under the Charge and Charter and wouldn't need a specific point granting that power. There were no further comments.

### **B. Student Enhancement Fund Committee Charge and Charter**

Moeller introduced Tiffany and said that the Charge and Charter didn't have the revisions that had been made this week. Ng said that the AS President was the person who would approve the Students at Large and the ESC rep would be nominated by the ESC steering committee. She asked if the Steering committee nominee would have to come from steering committee. Cervantes said that would not be the case and asked what the preferred qualifications of that person would be. Ng said that they would be processed by an application process first by herself then by the Steering committee, in the same way that the funding approval process works. They are also working on a rubric to improve the application process; they are consulting with Octavia on that currently. Cervantes asked if the ESC applications could also be processed via OrgSync, the Board supported that thought. She also said that it would be valuable to know what the things they looked at in applications

were, so that people could know what to highlight when they apply. Mary promised to have the finalized document for vote by next week.

### **C. Personnel Committee Charge and Charter**

Moeller described the changes since last week including changing “advisory body” to “decision making body” to more accurately reflect the active role of the Committee, the rest of the changes had been seen previously by the Board. Hammer asked what the extent of the involvement of the Board begin or end. Houck explained the committee still comes before the Board with recommendations, they just altered the language slightly to clarify how the Committee’s decision making process worked.

### **D. Facilities and Services Committee Charge and Charter**

Moeller explained that the trouble with the committee is that it is pretty boring and as such there isn’t much drive for student involvement. This has caused, in the last couple years, both some lack of direction and trouble meeting quorum. She’s spoken to Greg McBride about the issue and they will be keeping the structure pretty much the same.

## **IX. DISCUSSION ITEMS**

### **CONSENT ITEMS** (*subject to immediate action*)

#### A. Committee Appointments

##### AS Activities Council

Nancy Brill                      Freshman                      Political Science

##### AS Elections Board

Nancy Brill                      Freshman                      Political Science

With the exception of Neal Dickinson, as previously stated, all the appointments passed

**MOTION: ASB-16-28** by Moeller

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

## **X. BOARD REPORTS**

**Aleyda Cervantes, VP for Diversity** reported that the meeting with ESC President’s Council had gone well. They had talked about ESC Toby days in the winter, they will probably send two people one from Tegislative Affairs and one from President’s Council. They are still forming the agenda and there is a meeting with the Dean about the Multicultural Center Package in November, Hammer will be in attendance. Additionally, they are planning an ESC Night Market in the spring, they may do Culture Shock and Night Market, or a combination of the two. Cervantes also has the first ESC Executive Committee coming together to get proposals and the interviews will be taking place on the week of the 24<sup>th</sup>. She also attended Resolution with NASU which went well.

**Stephanie Cheng, AS President** reported that she has been working with Sabah on the joint meeting with the Board of Trustees which is tomorrow.

**Bryce Hammer, VP for Governmental Affairs** reported that the voter registration drive finished with 3,059 registered voters, which was above their goal. There might be more because some are still being processed. There was a slight run in with the county auditor because Rosa was two minutes late with the last batch of registrations but they were accepted anyway.

**Wayne Rocque, VP for Student Life** presented a piece of paper with some drafts from Greg McBride for the Board Office's new shared living space. The common space is the area between Rocque, Hammer, and Cheng's offices and there are three options for what is done there which were depicted on the sheet. He asked that all the members reach a consensus and then give him feedback later by returning the papers with circled preferences by the end of the meeting.

**Alex LaVallee, VP for Activities** reported that he had met with the Student Publications Committee and that that had gone well. They talked about setting uniform hiring practices within Publications for the year. Activities Council has two new clubs on campus, one is WWU Free the Toiletry which is dedicated to providing menstruation products in bathrooms on campus for free. Their project is modeled after the practices of a couple private universities across the US. Rocque noted that he had been working with Lennard, Greg, and Eric on a similar project and that one of the hurdles they had run across was that there are spaces like the VU which are shared with outside groups. Rocque doesn't see this as a problem but there were some issues of funding that were complicated and that he would be glad to work with Alex and the Toiletry Club on this project. Alex said that would be cool and Western would be one of the first public universities to do something like this. The second new club is the WWU Archery Club, Nock Before Entering. They have been working closely with the Campus Police to make sure that the weapons are being stored safely. The WWU Upkeep second episode came out this week it has 140 views and 143 likes. There is also another episode and a special that will come out Sunday. The Board congratulated LaVallee on the success of the project. Additionally, he has been told that the Communications Office has three new video work-study students who will be joining him to work on that project.

**Mary Moeller, VP for Business and Operations** reported that she has been meeting with her liaisons, trying to get those relationships rolling with the AS. She's still trying to get Facilities and Services Committee off the ground, there are no students at large currently, Hammer suggested that she contact the urban planning and development students, Moeller thanked her and said she might do that. Additionally, Moeller has been fighting with the budget process. November 11<sup>th</sup> is the due date for that and only pro-staff can submit the formal budgets. Specifically, one person who remains unnamed, is having to process a lot of those budgets which somewhat holds up the entire process. Once those go through she wants to focus on conversations about how to make this process more efficient instead of something to fight.

**Erick Yanzon, VP for Academic Affairs** reported that yesterday he had met with GUR Commission and they talked about proposals for general education. Everyone talked about the changes they wanted to make in it. The proposals that stood out were, changing the writing proficiency, GURs, a clearer understanding of Diversity Requirements, and a combination of advising and class size and the impacts of those on student success.

## **XI. OTHER BUISNESS**

- A. Rocque collected the design suggestion papers from the other Board members.
- B. LaVallee added that AS Productions just solidified their first pop music production of the year and he encouraged all of the Board members to attend the upcoming hip-hop show.

*Adjourned by Stephanie Cheng, AS President, at 6:05 PM*

DRAFT