



AS Management Council

Thursday, February 16th, 2017

4:00pm

YU567

Members: *Present:* Mary Moeller (AS VP for Business and Operations, Chair); Scott McDowell (AS Publicity Center Account Executive); Tori Engström (AS Personnel Director); Jordan Van Hoozer (AS K'UGS Program Director); Peter Biethan (KVIK Coordinator); Makenna Schumacher (AS Productions Director); Marya Rybalka (AS Business Director); Danielle Freyer (AS Club Event Planning Facilitator); Josie Butcher (ROP Representative); Alex Baker (AS Review Assistant Editor).

Absent: Abby Ramos (AS Resource & Outreach Programs Director); Spencer Pickell (AS Outdoor Center Equipment Shop Coordinator); Henry Pollet (AS Representation & Engagement Programs Director); Jacqueline Chavez (AS Ethnic Student Center Internal Coordinator); Anna Kemper (AS Environmental & Sustainability Programs Director); Emma J. Opsal (AS Assessment Coordinator); Mohammad Ebrahimi (AS Communications Director).

Advisor: Lisa Rosenberg (Assistant Director for Student Activities)

Secretary: Chrissa Browder-Long (Board Assistant for Internal Committees)

Guests: Giselle Alcántar Soto (Justice Speaks); Elaine Mehary (Justice Speaks).

Motions:

MC-17-W-5 Approval to table Angela Davis Funding Request until next meeting. *Passed.* Management Council

Mary Moeller called the meeting to order at 4:04pm.

I. APPROVAL OF MINUTES

II. DISCUSSION ITEM

A. Angela Davis Funding Request

Giselle Alcántar Soto stated that Justice Speaks has been at Western for about 3 years. Their next event they are planning is to bring Angela Davis to campus. Her main focusses are fighting against racism and collaboration between communities. They have a current budget of \$1,500 and most of that money is reserved for the Justice Speaks Series where they will have introduce ESJ affiliated faculty to their communities. Soto stated that Davis's honorarium is \$15,000. They wanted to reserve College Hall because it can fit 600 students but the day it is available, Davis can't come. Their back up location was the Harry Potter Room in the library which can't fit as many people but it would reduce their cost. They would have to get a special sound system due to difficult acoustics in the Harry Potter Room. Davis will have a student activist conversation as well and they will provide food for about 50 people. Scott McDowell wanted clarification on the overall budget for the event. Soto said it would be \$16,000 dollars. She stated that if the sound system is more expensive then the budget might be higher than \$16,000 but she doesn't expect many more expenses. Makenna Schumacher wondered if Amtzen Hall would be possible because that space can hold more people than the room in the library. Soto said that since it isn't a very accessible room, it wouldn't be conducive of Davis. Lisa Rosenberg stated that even though Frazier Hall isn't that accessible, it holds about 300 people and she wondered if that space was considered. Soto stated that they

hoped to hold the event in the MPR but there was already an event scheduled there. Mary Moeller stated that it is a high cost per student but she stated that SAF recently funded a speaker to come to campus that cost about \$30 per student. Rosenberg stated that in order for Management Council to fund an event, the primary sponsor of an event needs to be an AS office but it seems that Woodring is the main sponsor for this event. Soto stated that they collaborate with CERC but the work is split equally. Elaine Mehary stated that this would be their 3rd event this year which they collaborated. They want it to be as collaborative as possible with more entities on campus because they want to reach everyone on campus with these issues. Tori Engström wondered if there is a specific amount they are asking for from Management Council. Soto stated that Aleyda Cervantes said they should ask for \$3,000 but that is all of Management Council's budget. She thought that they would leave the amount for Management Council to decide. Moeller stated that if they allocate money to the project but they don't get enough funds, she wondered what would happen if the event didn't happen. Soto said that there is a lot of support for the event on campus and they expect that they will get enough money but they would return the money to Management Council if the event didn't happen. They requested money from the Large Event Fund for a different event and she doesn't believe she can request money from Activities Council. Marya Rybalka thought that CERC could request the money. Soto stated that there is a one-time per quarter limit but they can look into it. McDowell stated that he is concerned about the cost of \$80-\$90 dollars per person. Soto repeated that they will have spill rooms to accommodate for more people with screens and recording. She will be talking to AS Productions about letting them use the MPR for the event. Schumacher said that Soto can email her and they can discuss letting them use the MPR. Soto expressed that they want the MPR because the MPR accommodates for about 400 seated or 800 standing. Moeller recalled that they decided against Arntzen due to accessibility issues but she stated that the Harry Potter Room isn't very accessible either. McDowell stated that if it was in a larger space, he would vote for it but as of now, he doesn't want to vote for it. Soto thought that they could table this item and once they determine a good location, Management Council could vote. Moeller emphasized that the primary sponsor should be an AS program and that they need a detailed budget for the event as well as a larger venue.

MOTION MC-17-W-S By Moeller

To approve tabling this item until the next Management Council meeting.

Second: Biethan Vote: 9-0-0 Action: Passed

B. ADA Implementation Discussion

Engström stated that they talked to the Personnel Office about the training and wanted to add the training into their legacy document for Fall Staff Development Training. They added that the AS has never had a training like that before but would like to add it. Moeller stated that she wants to have it integrated into event guidelines. Schumacher stated that she set up guidelines for AS Productions events to make sure people with disabilities are accommodated for at their events. She thought that having a statement on how they will accommodate for those who need them in their proposals for events would be a good addition. Moeller talked to the Disability Outreach Center about getting light filters for the fluorescent lights in the VU. She mentioned that she and the DOC are interested in keeping fragrances to minimum. Strong chemical scents can cause migraines and asthma. She had talked to the Board about writing a resolution on this issue and she thought it could be mentioned in training. Engström had

mentioned wearing comfortable clothes and not wearing strong perfumes before Fall Staff Development but it could be added into the Employment Policy. Moeller stated that she could talk with the custodial staff about not using chemical cleaners. She stated that the brail on signs only have the room number but she wondered about adding the office name in brail. McDowell stated that it would be good to discuss with the DOC about what would be most effective and what should be implemented first. Moeller met with the Students with Disabilities Advisory Council and is seeking input from them. Moeller stated that they didn't give any office -specific information but they said that taking off bathroom doors would be helpful since they are heavy. McDowell stated that since he doesn't have that perspective, it would be better to have opinions from that committee. Moeller thought that for now, putting up signs about scent free zones and talking to our offices about reducing chemical/artificial scents would be a good first step. Rosenberg thought adding it to the program standards might be the more appropriate place to add the new policies. Moeller concluded that they will continue to talk to the DOC and SDAC.

C. Office Reports

Tori Engström (Personnel Director) stated that there are some big changes to the job descriptions in the Personnel Office. They stated that they want to eliminate mid-quarter trainings completely. The office thought that all the trainings were too much to facilitate in such a small office. Also, since there are mandatory and so frequent, people aren't benefiting as much as they could be if the trainings were less frequent. Instead of mid-quarter trainings in Fall Quarter and Winter Quarter, the Personnel Director would chair Fall Staff Development Committee. Also this would allow the Assistant Director to use more time and resources with preparing for Pre-Winter Training to offer more variety of sessions. The Personnel Director and Assistant Director would work together for Spring Training which focusses on spring hiring. They always have someone from the Equal Opportunity Office come and they give a talk about the process of hiring in the AS. Engström stated that it was difficult for the Personnel Director to facilitate all the trainings and stay within 19 hours a week. They thought it would help the Personnel Office from overworking. The AS Job Fair is happening on the 28th of February but only 3 offices have let them know who will be tabling so they asked for the offices to email them ASAP on who can table when. If no one from the office can table, anyone who knows the office well could table for that office.

Scott McDowell (Publicity Center Account Executive) stated that the Publicity Center is very busy due to the snow days and they are down a designer and an account executive. He let everyone know that they are catching up on work.

Marya Rybalka (Business Director) stated the Student Enhancement Fund met and fine-tuned the application which will be on OrgSync. Budget Committee is working through all the budgets and is working on SNA.

Makenna Schumacher (AS Productions Director) stated AS Productions has been doing a lot. They are about to announce a concert called Femme Fest which will focus on women in music. They are working with the Women's Resource Center and Planned Parenthood and other clubs will be there tabling at the event. Special Events is done for the quarter except for de-stressing events and 'Beyond Borders' opens next week in the VU Gallery.

Peter Biethan (KVIK Coordinator) stated that the AS Facebook page had a stream at the Underground Coffee House. The stream reached 1,500 people. KVIK has been working on streaming things live, utilizing and evolving the technology they have for livestreaming. He added that KVIK is busy because they only have 2 paid employees and then volunteers. They discussed how to advertise KVIK to get more volunteers. They are working with the Publicity Center to help advertise certain positions in the AS. Biethan stated that streaming is now mobile.

Mary Moeller (VP for Business and Operations) stated that Structure Review figured out what all the board positions are going to do and currently they are planning on reducing the number of board members to 5 positions. The VP for Academic Affairs would be dissolved and they would reactivate the Student Senate. They will be creating a referendum to either make a substantial change or alter the bylaws. Rosenberg clarified that the changes would take place in the 2018-2019 school year.

Danielle Freyer (AS Club Event Planning Facilitator) stated that the Club Showcase is taking place soon in Red Square.

III. INFORMATION ITEMS

IV. ACTION ITEMS

V. ADJOURN

Moeller adjourned the meeting at 4:56pm.