



AS Management Council

Thursday, November 16th, 2017

4:00pm

YU460

- Members:** ***Present:*** Alex LaVallee (AS VP for Business and Operations, Chair); Alex Martinez (AS Personnel Director); Erasmus Baxter (AS Review Editor); Micah Smith (AS Publicity Center Account Executive); Jose Rios-Sanchez (AS Business Director); Dee Mooney (AS Disability Outreach Center Coordinator); Hannah Spencer (AS Representation & Engagement Programs Director); Mohammad Ebrahimi (AS Communications Director); Katie Winkelman (AS Environmental & Sustainability Programs Director).
Absent: Claire Bickford (AS Outdoor Center Equipment Shop Coordinator); Bryndis Crider (AS Club Training and Development Facilitator); Makenna Schumacher (AS Productions Director); Steven Wright (AS KUGS Program Director); Maxwell Nelson (AS Assessment Coordinator); Victoria Matey (AS Ethnic Student Center Internal Coordinator).
- Advisor:** Casey Hayden (Student Activities Coordinator);
- Secretary:** Chrissa Browder-Long (Board Assistant for Internal Committees)
- Guests:** Leti Romo (EIRC Coordinator)

Motions:

Alex LaVallee called the meeting to order at 4:05pm.

I. APPROVAL OF MINUTES

II. DISCUSSION ITEMS

Hannah Spencer asked why there is only one representative from the ROP instead of one representative from each ROP office. Alex LaVallee stated that it is Dee Mooney's responsibility to discuss with the other ROP offices about what has been going on in Management Council because they are a representative for the entire ROP. Mooney added that they don't think all the ROP offices would want to be present because many of the ROP offices only have a few employees. LaVallee stated that he would hope that at the last meeting of the quarter, every office could give a comprehensive update on what has been going on in their offices in Fall Quarter.

A. AS Budget Process 2017-2018

Jose Rios-Sanchez stated that they are presenting this here because they want as much input from student and staff leaders as possible. He added that they have already presented this information to the staff budget authorities and the Board of Directors. Rios-Sanchez explained that a budget authority and student coordinator will make a budget for their own office or department. Business Committee will check the budget for completeness then the budget will go to Budget Committee. Budget Committee would use the information from all the offices to draft a budget proposal that would go to the AS Board. If the AS Board has any changes, it will go back to Budget Committee but if the Board doesn't have any changes, the budget will go to SNA Fee Committee then to the Board of Trustees. Rios-Sanchez stated that the SNA fee funds the majority of the AS revenue and he explained that the main challenge the AS is facing is that the SNA fee can only increase at the same rate that tuition increase (2.2%). Due to that, the AS revenue will stay the same. The AS usually gets some money from the Bookstore but because of the construction, they don't expect to get as much as they usually

do. Since minimum wage is continuously increasing, it becomes an issue. Both student and staff salaries are increasing, so it really impacts the AS Budget. He added that programming and supply costs go up each year. Rios-Sanchez stated that a few grants are ending this year. He explained that grants in the AS fund a new program, service or position with reserve money to put the program, service or position in a trial period. When the trial period ends, it is either operationalized into the operating budget or it ends and is cut. If it is operationalized, that is another significant increase in expenditures. Currently, the AS is already in an \$84,000 deficit but this year should be covered. The student salary increase will be about \$45,000 and grants ending is up to \$71,000. That is all on top of the fact that the revenue will not be growing at the same rate. He added that we can expect that salaries and costs will continue to go up. New grants will be forming and they will always be ending, so this is a long term problem. Rios-Sanchez explained that they don't know the limitation of the SNA fee because that was only implemented for 2 year basis. Erasmus Baxter asked about minimum wage, he thought the increase would stop in 2020. Rios-Sanchez stated that the issue there is that there is no way to know if more legislation will be passed in the future to increase minimum wage further. Even if the increase does stop in 2 years, it will keep going up in the future. Rios-Sanchez stated that from what they know, the AS really cannot increase costs, they could have a budget freeze, cost reductions and budget reallocations. Depending on the gravity of the situation, it could come to taking away positions but they hope it doesn't come to that. Overall they want to maintain long-term financial security and continue to have good programming and put on the services the AS provides. They are also recommending that decision packages are placed on hold for this year. LaVallee stated that the budget for last year was 2.7 million but they were only given 2.5 million. Rios-Sanchez stated that he wants everyone to keep in mind that they do have reserves but that these are the challenges they are seeing. They hope that each office could make those cuts themselves instead of having Budget Committee make those decisions and hopefully they can preserve everything. Spencer wondered if decoupling the SNA fee at the legislative level would solve all these problems or if there are still problems outside of the SNA fee. Rios-Sanchez stated that theoretically it would solve the problem but the money would be coming from the WWU students. LaVallee talked to other campuses at WSA and other state schools are feeling the impact of SNA fee being coupled. Rios-Sanchez stated that from here they will come back to the staff, the AS Board and Management Council once they have solid figures and continue to get feedback. Once they have a finalized plan, Budget Committee will implement it. In summary, they know the revenue is limited and won't increase or will increase very marginally; costs are increasing and grants are ending which could cause costs to increase even more if operationalized; the AS is already in a deficit but they are not too worried about that; next year the challenges are potentially long term, so they are looking at different options like a budget freeze, cost reductions and budget reallocations. It would be preferable for this to happen on the office level and then they will try to create a plan of action while receiving as much feedback as possible. Rios-Sanchez stated that some offices have expressed that the majority of most budgets are salaries, so there isn't much they can do to cut their budget. Mooney stated that within the ROP they are already having issues with funding. For example, the SIRC budget was cut last year even though they said that wasn't going to happen. They stated that the ROP programs are already underfunded, so there is no way for them to cut their budget. Rios-Sanchez stated that he is sorry about what happened last year but they are looking at ways to balance the budget without effecting programming. Rios-Sanchez stated that it is important to keep in mind what the AS values. If cost reductions have to be made, do they want to preserve student jobs, preserve programming and services, what is it that the AS wants to make sure stays in tact through the budget process? Rios-Sanchez stated that it is largely up to the Board but they want as much input as possible.

B. Update on Structural Review Committee

LaVallee stated that the Charge & Charter hasn't been approved yet but he has been meeting with the leadership of the committee. They have been discussing what the committee is going to look like. LaVallee stated that he is thinking of implementing some subcommittees of Management Council to think about the internal operations of the AS and how those might shift in the new AS structure. The programming offices could talk about the Programming Board. Centralized services folks could get together and talk about that as well. LaVallee will have more of an update at the next meeting.

C. Office Updates

LaVallee stated that there is time for office updates and he will send out a template for the more comprehensive update for the next meeting. Katie Winkelman stated that ESP is having a clothing swap on November 30th. The ESP is in the works of planning a sustainability series in winter that focusses on intersections of sustainability. She stated that if anyone in your offices is interested in collaborating on an event, there will be many smaller scale events to collaborate on. They are planning Earth Day and other offices could be involved. The event will be much bigger than usual. Mooney stated that WIRC and DOC are hosting a forum in response to the Naomi Grossman event in VU 567 from 5:30pm to 7:30pm. The first hour is a closed space for people with disabilities to voice their concerns and the second hour is an open space for anyone who wants to gain a better understanding of ableism and how to stand in solidarity with the community. The Queer Resource Center has Trans-Week of Remembrance this week which is for remembering the dead and celebrating the living. Mohammad Ebrahimi stated that the Communications Office needs money to get equipment, a laptop and some camera equipment, for the videographers. LaVallee asked if Ebrahimi talked to Jeremy McAllister because he is the IT Manager and manages the fund for new equipment purchases. Baxter stated that a paper isn't coming out next week. LaVallee stated that REP did a great job running the voting stuff for the election. Spencer stated that they are still working on match backs and getting the last ballots in. The REP is crafting the Legislative Agenda with LAC and LAC is always open to the public. Then next quarter they will be moving into legislative session. Baxter asked if decoupling the SNA fee will be on the agenda. Spencer stated that she expects it to be on the agenda because it has been for the past few years. LaVallee stated that the budget was passed on a biannual timeline, so they could lobby for it this year and again next year.

III. INFORMATION ITEMS

IV. ACTION ITEMS

V. ADJOURN

LaVallee adjourned the meeting at 4:36pm.