



# AS Management Council

Thursday, October 5<sup>th</sup>, 2017

4:00pm

YU 543

**Members:** *Present:* Alex LaVallee (AS VP for Business and Operations, Chair); Alex Martinez (AS Personnel Director); Steven Wright (AS KUGS Program Director); Erasmus Baxter (AS Review Editor); Maxwell Nelson (AS Assessment Coordinator); Makenna Schumacher (AS Productions Director); Micah Smith (AS Publicity Center Account Executive); Victoria Matey (AS Ethnic Student Center Internal Coordinator); Jose Rios-Sanchez (AS Business Director); Mohammad Ebrahimi (AS Communications Director).

*Absent:* Abby Ramos (AS Resource & Outreach Programs Director); Claire Bickford (AS Outdoor Center Equipment Shop Coordinator); Bryndis Crider (AS Club Training and Development Facilitator); Katie Winkelman (AS Environmental & Sustainability Programs Director); Hannah Spencer (AS Representation & Engagement Programs Director).

**Advisor:** Casey Hayden (Student Activities Coordinator)

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

**Guests:**

## Motions:

**MC-17-F-1** Approval to allow the Assessment Coordinator to vote on items not involving assessment.

*Passed.*

**MC-17-F-2** Approval to nominate Max Nelson as the Management Council representative to Personnel Committee. *Passed*

*Alex LaVallee called the meeting to order at 4:07pm.*

## I. APPROVAL OF MINUTES

## II. DISCUSSION ITEMS

### A. Management Council Charge & Charter

Alex LaVallee stated that Management Council will be going over the Charge & Charter. LaVallee noted that every year the Board of Directors updates all AS committee Charge & Charters because they are all on a sunset clause which means that if they aren't renewed each year, the committees will be dissolved. LaVallee hoped to bring it as an Information Item to the Board meeting this Thursday. He added that some of the content of the Charge & Charter can't be changed. LaVallee referred to the Charge & Charter and stated that the purpose of Management Council is to "provide a forum in which the student leaders of internal AS departments can come together to foster communication, teamwork and to share recommendations and best practices to improve AS-wide operation and program and services". LaVallee stated that Management Council didn't look over any policies last year but this year they will be looking over all of them. The committee also makes recommendations about how the AS Program Supplemental Fund should be spent. LaVallee referred to a previous VP for Business & Operations' opinion on the AS Program Supplemental Fund and stated that the fund of \$3,000 is "Management Council's primary tool for creating programmatic change" within the AS. Mohammad Ebrahimi stated that he is planning on proposing to the Board for money for more equipment for the videographers in the Communications Office. He wondered if it is possible to bring the proposal to

Management Council instead. LaVallee stated that he would add that to the agenda. LaVallee added that Management Council is responsible for taking over the assessment process in the event that SPAC is suspended. LaVallee explained that SPAC was a committee responsible for assessment but their Charge & Charter was not renewed last year. It was taken over by Management Council. In regards to membership, there are some changes to be made. The membership states that an AS KVIK member is on Management Council but KVIK was dissolved. LaVallee stated that currently there is an interim ROP Director, which is Abby Ramos, but that position is in the process of becoming a permanent staff member position, so Management Council will be losing that member. He added that it would be possible to add a representative from the ROP to attend Management Council. LaVallee mentioned that the membership states "AS Publicity Center Account Executive (appointed by AS PC Coordinator) but Micah Smith stated that he wasn't appointed to Management Council by Jeff Bates, he volunteered and the timing worked for him. LaVallee stated that they could change the Account Executive membership to "AS Publicity Center Account Executive, one of the three", so it is clearer in the future. He added that the title for the AS Club Event Planning Facilitator was changed to the AS Club Training and Development Facilitator, so that title should be changed on the Charge & Charter. Since Lisa Rosenberg retired, Casey Hayden is standing in for her as the advisor but they are currently looking for a new Assistant Director of Student Activities. LaVallee noted that the AS Assessment Coordinator is on the Management Council but is a non-voting member. LaVallee stated that he thought the Assessment Coordinator could be a voting member but people should abstain from voting when there is a vested interest in the result of the vote. Makenna Schumacher stated that Emma Opsal would always abstain during Management Council if they were voting on an item regarding assessment. LaVallee wondered how the committee felt about allowing the Assessment Coordinator to vote as long as all the committee members would honorably abstain from voting if there was a conflict of interest. Maxwell Nelson stated that he is comfortable abstaining from motions involving the assessment process. LaVallee wondered how the committee would feel about making the Assessment Coordinator a voting member and seeing how the Board reacts to the change. Hayden stated it would be mainly be up to Nelson but it is also up to the committee on whether they want to minimize the impact the Assessment Coordinator can have since they craft the assessment recommendations. Ebrahimi thought that Nelson's position should stay neutral through the assessment process so it would be best to keep him from having a vote for assessment items. Nelson stated that he would vote yes on each assessment vote so he thought it would be fair to keep him from voting on assessment items but he could be a voting member on other items.

*MOTIONMC-17-F-1 By La Vallee*

*To approve the Assessment Coordinator a vote on items not involving assessment.*

Second: Ebrahimi Vote: 8-1-1 Action: Passed

LaVallee stated that minor changes don't need to be voted on. LaVallee stated that Management Council needs to nominate a vice-chair for the committee. LaVallee explained that for a meeting to be called, four people need to be in support of calling a meeting. For a vote to pass, it needs the majority of the votes cast. He noted that abstentions don't count as a legal vote cast. Quorum for this committee is eight people. Hayden stated that they could change PC Account Executive membership from "appointed" to "designated by the Publicity

Center Coordinator” as well as an ROP representative. Everyone agreed that designation for the Publicity Center and ROP would be a beneficial change to the Charge & Charter. LaVallee stated that he wants to develop a more equitable way for obtaining funding from Management Council’s fund. LaVallee stated that Management Council is capable of creating subcommittees if needed. Schumacher explained that last year she created a subcommittee to help develop the Accessibility Checklist for AS events. The subcommittee then presented the checklist to Management Council who voted on it and it was then taken to the Board. LaVallee explained that he is a liaison between Management Council and the Board of Directors, so he would bring things discussed in Management Council to the Board. LaVallee added that the Charge & Charter can be changed at any point of the year.

#### **B. Assessment**

Nelson explained that as the Assessment Coordinator, he builds recommendations with AS offices and brings the recommendations to Management Council. Management Council then votes on the recommendations. Then the Board of Directors reviews it and votes. Nelson stated that Management Council is a much better system than SPAC. SPAC was made mostly of students-at-large that didn’t understand the inner workings of the AS, so Management Council is much better because AS employees know a lot more about what changes would be beneficial for the AS.

#### **C. Personnel Committee**

Hayden stated that Personnel Committee needs a Management Council representative. Nelson volunteered to be the representative.

*MOTIONMC-17-F-2 By La Vallee*

*To nominate Maxwell Nelson as the Management Council representative on Personnel Committee.*

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

LaVallee added that he will be sending out an email for everyone to bring an office goal for the quarter to the next meeting. He stated that he will be checking in with Jose Rios-Sanchez, Nelson, Ebrahimi and Alex Martinez about office budgets, assessment, communications and personnel.

### **III. INFORMATION ITEMS**

### **IV. ACTION ITEMS**

### **V. ADJOURN**

*LaVallee adjourned the meeting at 4:59pm.*