



# AS Management Council

Thursday, November 30<sup>th</sup>, 2017

4:00pm

VU 462A

**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); Steven Wright (AS KUGS Program Director); Maxwell Nelson (AS Assessment Coordinator); Katie Winkelman (AS Environmental & Sustainability Programs Director); Leti Romo (EIRC Coordinator).

***Absent:*** Claire Bickford (AS Outdoor Center Equipment Shop Coordinator); Bryndis Crider (AS Club Training and Development Facilitator); Makenna Schumacher (AS Productions Director); Mohammad Ebrahimi (AS Communications Director); Victoria Matey (AS Ethnic Student Center Internal Coordinator).

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

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

**Guests:**

**Motions:**

*Alex LaVallee called the meeting to order at 4:08pm.*

## I. APPROVAL OF MINUTES

## II. DISCUSSION ITEMS

### A. Feedback on Underrepresented Student Employee Council Meeting

Alex LaVallee stated that he wanted to check in about the group discussion Erick Yanzon hosted about the event put on by AS Productions. He wondered if anyone went and had any thoughts on it. Dee Mooney stated that it was a continuation of the conversation that already took place surrounding that the speaker wasn't thoroughly checked and about the issues surrounding accessibility and inclusion of students with disabilities. They touched on how the AS needs to be more inclusive on a variety of spectrum.

### B. Management Council Subcommittees

LaVallee stated that Structural Review Committee will be up and running by Winter Quarter. LaVallee explained that the constitution approved by the student body last spring then went to the VPs and President of the university and then went to the Board of Trustees. The Board of Trustees stated that the constitution was too broad, so the Structural Review Committee will be making additions, such as adding the bylaws. LaVallee explained that the ASWWU Executive includes the AS President, VP for Diversity, VP for Governmental Affairs, VP for Student Services and VP for Sustainability. LaVallee added that currently every AS office is overseen by either the AS President or one of the AS VPs. He stated that the AS President would oversee the Executive Board, the VP for Diversity interfaces with the ESC, the VP for Governmental Affairs interfaces with the REP, and the VP for Sustainability would oversee the ESP. Hannah Spencer asked if the job descriptions have been written for the new positions. LaVallee stated that they have not been written yet and added that this constitution should be approved in the spring election. LaVallee stated that the second grouping is the ASWWU

Senate; they will act as the liaison between the AS and the academic affairs division of the university. Each college will have a certain number of representatives depending on the size of the college. LaVallee explained that the senate's intention is to split up the VP for Academic Affairs responsibilities between all the senators. LaVallee stated that the next group is the ASWWU Program Council where every department will be given the opportunity to have one seat but it will also include VU departments like the Facilities & Services Council. The chair of the Program Council would be like the AS VP for Activities. LaVallee explained that a lot of the budget money would be spent in the Program Council. Mooney clarified that the Program Council would be responsible for events and programming. They wondered whether there would be any oversight as far as accommodation specifically pertaining to disability because the current checklist for accommodation is incredibly lax. Mooney stated that they have been going through the checklist with Makenna Schumacher making changes but the checklist hasn't been enforced. Mooney added that the checklist is very difficult to read through and understand, there are also additions that need to be made. They are working on improving the checklist but since there is no oversight, there is no way for Mooney to know if it isn't being followed unless someone tells them. LaVallee stated that when Schumacher and Mooney have a concrete document, they should send it to Management Council so it can be approved. Casey Hayden stated that since the checklist has not been added to the AS Program Standards, it is not part of the AS policy. With the restructure, the AS Board won't be in charge of approving programmatic policy, the Program Council would be in charge of that instead. Hayden stated that it would be possible to add the updated document into the AS Program Standards. LaVallee stated that the fourth group is Centralized Services, which is primarily focused on operational, financial, and personnel functions. LaVallee stated that this section is incomplete. The constitution was based on the AS Charge & Charter. LaVallee explained that the bylaws discuss more in depth about the processes within the AS. Spencer clarified that even though the bylaws only mentioned a few councils, none of the established committees will be dissolved. LaVallee stated that he hopes that Management Council can form some subcommittees that Julia Rutledge and LaVallee would meet with. One of the subcommittees would be a committee that would discuss the Program Council part of the constitution and determine what the Program Council would do. The second subcommittee would be for centralized services, which would include the Personnel Office, Business Office, Assessment Office, Communications Office and Publicity Center. The subcommittee would report to all of Management Council and receive feedback. From Management Council it would go to Structural Review Committee and they would have the final say on what is given to the AS Board. LaVallee added that even though Structural Review Committee hasn't met yet, the leadership has met which is the AS President, VP for Business & Operations, VP for Diversity, Hayden, and Eric Alexander. LaVallee expressed to them that he wants the AS structure review process to be as transparent as possible. LaVallee stated that he has created a web resource where anyone in the AS can see the constitution, AS Charge and Charter, bylaws and the current draft that Structural Review Committee would be working on. There is also a Management Council tab that has its subcommittees listed, the "Program Board Ideation Committee", the "AS Centralized Services Ideation Committee", and the "AS Problem Identification Committee" and each of the committees will determine what their charge looks like. LaVallee stated that over the years of working in the AS, people often see problems or inefficiencies; the Problem Identification Committee will be there to help with that. He isn't sure if the Problem Identification Committee will be exclusively people from Management Council and isn't sure how it is going to look yet. LaVallee thought it would be good to have a list of all the problems people have had over the years in the AS. Erasmus Baxter wondered if the AS Review would be a centralized service or on the programming board. LaVallee stated that the AS Review is going through assessment, so he isn't sure yet about the placement of

AS Review. He added that since Structural Review Committee hasn't met yet, he isn't sure if his idea of a centralized service is what the rest of the committee thinks. LaVallee stated that he has thought of centralized services as something that all AS offices can utilize. He thought that the AS Review is utilized by all offices. Baxter agreed but wondered what the Structural Review Committee thinks. LaVallee stated that he wouldn't be opposed to the AS Review being considered a centralized service. Leti Romo stated that the resource services provide resources to all students, not just AS employees whereas the centralized services are just for the AS. Hayden clarified that in the future they would be moving away from the VPs connecting very closely with AS programming. They are trying to get the Board to function mainly on representation and governance over program oversight. Hayden stated that Structural Review Committee thought that KUGS is more programmatic versus a service. Hayden stated that after assessment, they can determine whether the AS Review is more programmatic or a service to the AS. Hayden added that he thinks the AS Review is more programmatic because it provides a publication for the WWU students. Baxter stated that part of the AS Review's goal is to promote the AS but they also do not solely produce AS content. LaVallee stated that in regards to the Problem Identification Committee, they will be reaching out to everyone in the AS for input. Baxter wondered if they should reach out to alumni for the Problem Identification Committee. LaVallee thought they could have a form online, so anyone including alumni can fill out and voice their concerns.

#### **Program Board Ideation Committee**

- Alex LaVallee
- Julia Rutledge
- Hannah Spencer
- Katie Winkelman
- ROP representative

#### **Centralized Services Ideation Committee**

- Alex Martinez
- Micah Smith
- Jose Rios-Sanchez
- Max Nelson

#### **Problem Identification Committee**

- Dee Mooney
- Max Nelson
- Hannah Spencer

### **III. INFORMATION ITEMS**

### **IV. ACTION ITEMS**

### **V. ADJOURN**

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