

Western Washington University Associated Students
AS BOARD OF DIRECTORS

March 22nd 2018 Room Old Main 340

Minutes neverformally approved.

AS Board Officers: *Present:* Simrun Chhabra (President), Hunter Eider (VP Academics), Julia Rutledge (VP Activities), Erick Yanzon (VP Diversity), and Annie Gordon (VP Student Life).

Advisor(s): Eric Alexander (Advisor)

Guest(s):

MOTIONS

ASB-18-W-37 To approve the REP Assessment Proposal. *Pass.*

ASB-18-W-38 To direct the budget committee to prioritize the funding of the shift of the ESC positions with the expectation that the budget operate in a deficit. *Pass.*

ASB-18-W-39 To approve the Ethnic Students Center Restructure Proposal. *Pass.*

ASB-18-W-40 To approve the ESC Advocacy Director job description. *Pass.*

ASB-18-W-41 To approve the Assistant Director for Club Logistics job description. *Pass.*

ASB-18-W-42 To approve the ESC Cultural Education Coordinator job description. *Pass.*

ASB-18-W-43 To approve the ESC Marketing and Outreach Coordinator job description. *Pass.*

ASB-18-W-44 To approve the SAIRC Representation and Outreach Coordinator job description and change all job descriptions from the ROP to the SAIRC and all internship hours from fifteen hours required to ten. *Pass.*

ASB-18-W-45 To approve the SAIRC Marketing and Assessment Coordinator job description. *Pass.*

ASB-18-W-46 To approve the QRC Advocacy Coordinator job description. *Pass.*

ASB-18-W-47 To approve the QRC Community Engagement Coordinator job description. *Pass.*

ASB-18-W-48 To approve the QRC Educational Programming Coordinator job description. *Pass.*

ASB-18-W-49 To approve the WIRC Advocacy Coordinator job description and to approve the WIRC mission statement change to all position in the WIRC. *Pass.*

ASB-18-W-50 To approve the WIRC Educational Programming Coordinator job description. *Pass.*

ASB-18-W-51 To approve the WIRC Community Engagement Coordinator job description. *Pass.*

ASB-18-W-52 To approve the DOC Advocacy Coordinator job description. *Pass.*

ASB-18-W-53 To approve the DOC Community Engagement Coordinator job description. *Pass.*

ASB-18-W-54 To approve the DOC Educational Programming Coordinator job description. *Pass.*

ASB-18-W-55 To approve the Challenge Program Coordinator job description updates. *Pass.*

ASB-18-W-56 To approve the appointment of Lucas Holtgeerts to the Digital Media Center Advisory Committee. *Pass.*

Simrun Chhabra, AS President, called the meeting to order at 1:19p.m.

I. APPROVAL OF MINUTES

II. REVISIONS TO THE AGENDA

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

IV. INFORMATION ITEMS - Guests*

V. ACTION ITEMS - Guests*

A. REP Assessment Proposal

MOTION ASB-18-W-37 by: Yanzon

To approve the REP Assessment Proposal.

Second: Gordon

Vote: 6 - 0 - 0

Action:Pass

B. AS Review Assessment Proposal

Gordon said they wanted to touch base about expectations and experiences with the relationship between the AS Review and the AS Board, specifically when it comes to delicate issues. Gordon agrees that ignoring controversial issues should not happen, they should just be addressed in a respectful, thoughtful way. Chhabra asked what type of relationship the Board would like with the review. Rutledge said that as long as the Board starts the year with an expectation of the review and that expectation is met there shouldn't be a problem, this year some things caught the Board by surprise. Chhabra agreed and said that a meeting at the start of the year would help. Alexander said that this is one of the biggest points in the proposal, because it asks, "what is the Review?" As they read it says there should be no relationship between it and the Board. The Board agreed to have further conversation about it later.

C. Ethnic Students Center Restructure Proposal

Yanzon said that the job descriptions for this proposal are to be approved later in the meeting. Yanzon said that they do not know exactly what the budgetary implication of the changes will be because all of the ESC budget comes from the same source and not all positions are finalized. Alexander said that this proposal would mean that some other operating budget would need to shrink or the budget would need to go into deficit. Chhabra asked for an informal vote. Alexander said that the next question was how to fund it. Chhabra moved to approve the proposal. Eider seconded. Houck recommended making a motion that expressed the Boards budgetary priorities. Yanzon motioned to direct the budget committee to fund the proposal. Rutledge seconded.

MOTIONASB-18-W-38 by: Yanzon

To direct the budget committee to prioritize the funding of the shift of the ESC positions with the expectation that the budget operate in a deficit.

Second: Rutledge

Vote: 6 - 0 - 0

Action:Pass

MOTIONASB-18-W-39 by: Chhabra

To approve the Ethnic Students Center Restructure Proposal.

Second: Eider

Vote: 6 - 0 - 0

Action:Pass

VI. PERSONNEL ITEMS (subject to immediate action)

Yanzon presented the SAIRC job descriptions.

A. ESC Advocacy Director

Changes in hours and position title as well as which committees they would serve on.

MOTIONASB-18-W-40 by: Yanzon

To approve the ESC Advocacy Director job description.

Second: Chhabra

Vote: 6 - 0 - 0

Action: Pass

B. ESC Assistant Director for Club Logistics

Name change and a change in preferred qualifications.

MOTIONASB-18-W-41 by: Yanzon

To approve the Assistant Director for Club Logistics job description.

Second: Gordon Vote: 6 - 0 - 0 Action: Pass

C. ESC Cultural Education Coordinator

Few changes. Slight change in responsibilities.

MOTIONASB-18-W-42 by: Yanzon

To approve the ESC Cultural Education Coordinator job description.

Second: Rutledge Vote: 6 - 0 - 0 Action: Pass

D. ESC Marketing and Outreach Coordinator

Assistant coordinator is being moved to coordinator to match other offices.

MOTIONASB-18-W-43 by: Yanzon

To approve the ESC Marketing and Outreach Coordinator job description.

Second: Gordon Vote: 6 - 0 - 0 Action: Pass

E. SAIRC Representation and Outreach Coordinator

This position was changed by personnel committee, slight increase in salary with more responsibilities. The responsibilities were expanded on and changed.

MOTIONASB-18-W-44 by: Yanzon

To approve the SAIRC Representation and Outreach Coordinator job description and change all job descriptions from the ROP to the SAIRC and all internship hours from 15 hours required to ten.

Second: Eider Vote: 6 - 0 - 0 Action: Pass

F. SAIRC Marketing and Assessment Coordinator

This job would be in charge of making sure all publicity and outreach was good quality.

MOTIONASB-18-W-45 by: Yanzon

To approve the SAIRC Marketing and Assessment Coordinator job description.

Second: Gordon Vote: 6 - 0 - 0 Action: Pass

G. QRC Advocacy Coordinator

Yanzon said he would go over all Advocacy Coordinators at the same time. They are responsible for representing and advocating for people of their service group and serving on the advocacy committee. Another part of the change is hopefully making the QRC more of its own center.

MOTIONASB-18-W-46 by: Yanzon

To approve the QRC Advocacy Coordinator job description.

Second: Chhabra Vote: 6 - 0 - 0 Action: Pass

H. QRC Community Engagement Coordinator

This position includes some aspects of the old Educational Coordinators responsibilities and combines community and education.

MOTIONASB-18-W-47 by: Yanzon

To approve the QRC Community Engagement Coordinator job description.

Second: Rutledge Vote: 6 - 0 - 0 Action: Pass

I. QRC Educational Programming Coordinator

The educational programming person is the person who would lead the organizing of most major events but all three positions in the center help.

MOTIONASB-18-W-48 by: Yanzon

To approve the QRC Educational Programming Coordinator job description.

Second: Rutledge Vote: 6 - 0 - 0 Action: Pass

J. WIRC Advocacy Coordinator

There will be one less position in the WIRC. One will be moving to the DOC, one of the positions this year in the WIRC was based off a grant. The increase the Board asked for last week did not account for this position because it was a grant. However the changes in salary was actually less than the estimated amount so this position can be covered as well. The mission statement of the WIRC was changed to better represent femme identities but it didn't go through management council yet. Yanzon planned to pass it anyway, the Board agreed. Houck said that when they approved the motion they would also approve the change to the mission statement.

MOTIONASB-18-W-49 by: Yanzon

To approve the WIRC Advocacy Coordinator job description and to approve the WIRC mission statement change to all position in the WIRC.

Second: Rutledge Vote: 6 - 0 - 0 Action: Pass

K. WIRC Educational Programming Coordinator

MOTIONASB-18-W-50 by: Yanzon

To approve the WIRC Educational Programming Coordinator job description.

Second: Chhabra Vote: 6 - 0 - 0 Action: Pass

L. WIRC Community Engagement Coordinator

This position will be taking the lead on Memoirs and other events.

MOTIONASB-18-W-51 by: Yanzon

To approve the WIRC Community Engagement Coordinator job description.

Second: Chhabra

Vote: 6 - 0 - 0

Action: Pass

M. DOC Advocacy Coordinator

There is currently one coordinator in the DOC, the office is being expanded. Yanzon proposed changing some wording and a mistake on the name of a committee.

MOTIONASB-18-W-52 by: Yanzon

To approve the DOC Advocacy Coordinator job description.

Second: Chhabra

Vote: 6 - 0 - 0

Action: Pass

N. DOC Community Engagement Coordinator

These two were new positions.

MOTIONASB-18-W-53 by: Yanzon

To approve the DOC Community Engagement Coordinator job description.

Second: Chhabra

Vote: 6 - 0 - 0

Action: Pass

O. DOC Educational Programming Coordinator

This was the position that would be bringing events to campus.

MOTIONASB-18-W-54 by: Yanzon

To approve the DOC Educational Programming Coordinator job description.

Second: Chhabra

Vote: 6 - 0 - 0

Action: Pass

P. OC Challenge Program Coordinator

This job description had been changed a bunch of times.

MOTIONASB-18-W-55 by: Chhabra

To approve the Challenge Program Coordinator job description updates.

Second: Eider

Vote: 6 - 0 - 0

Action: Pass

VII. ACTION ITEMS - Board**VIII. INFORMATION ITEMS - Board*****A. AS Personnel Policy**

The time spent shadowing positions from new hires was changed from fifteen hours to ten to fifteen. Chhabra said that there are a lot of way to learn about a position, some of which, especially for Board positions can't be done in fifteen hours. Gordon agreed that it can't be comprehensive but argued that it is still beneficial. Chhabra said they would still like the 10-15 hour internship but perhaps something else as well. Alexander said that there should be more clarity about what the goals of an internship should be. Rutledge suggested a sheet that both people sign off on, perhaps that has some similar goals year to year. Alexander brought up that by not allowing people to continue to hold their position if they would like they may not be solving the problem. The same people are still here year after year. Yanzon said that the best option is still opening it every year, there is less potential for misuse and it promotes diversity.

Yanzon said that currently there are two students and an advisor with voting rights on a hiring committee, this cuts down on the amount of student labor needed. Houck said that the intent was to have uniformity across all committees and let people who actually work in the office year after year have a say. Chhabra said that they see a potential situation when the students know little about the office and defer to the opinion of the advisor. The Board discussed the penalty for not coming to mandatory training. Gordon wanted to leave open a way to not be penalized if you weren't able to come because of a family emergency or similar situation. As it is currently if you miss training you sign a contract stating that you will act appropriately. The Board suggested a form to fill out, and if you miss a training you contact the personnel office, then there is the possibility of some disciplinary action.

IX. CONSENT ITEMS *(subject to immediate action)*

A. Committee Appointments

MOTION ASB-18-W-56 by: Chhabra

To approve the appointment of Tucas Holtgeerts to the Digital Media Center Advisory Committee.

Second: Gordon

Vote: 6 - 0 - 0

Action: Pass

Digital Media Center Advisory Committee

Lucas Holtgeerts Junior

Undeclared

X. BOARD REPORTS

Simrun Chhabra, President, reported that they talked to Alex Martinez about spring quarter staff development training and the Board does not have to go. They still want a space where they could talk about structure review.

Julia Rutledge VP for Activities, reported that the Washington Administrative Code meetings that they have been in are done. Food pantry is moving along and the fundraising form got approved. They would like to do something about the anti-Semitism incidents. Chhabra said that they tried to write something about the anti-Muslim hate speech and would like to make an official statement regarding it. Eider said that they would like to make sure each issue gets its own resolution. Rutledge mentioned that the Board should talk about the D.C. trip.

Erick Yanzon, VP for Diversity, reported that the Undocumented Students Support Working group shifting focus towards demanding a full time Undocumented Students Support director.

Hunter Eider, VP for Governmental Affairs, gave no report.

Annie Gordon, VP for Student Life, reported that they are working on getting a subcommittee for the SEF to look at the way the fund is used and making structural shifts to how it is used.

XIII. OTHER BUSINESS

The meeting was adjourned by acclamation at 3:02 p.m.