

**Western Washington University Associated Students  
AS BOARD OF DIRECTORS**

Friday, September 21, 2018

YU 462A

**Members:** *Present:* Millka Solomon (President), Levi Eckman (VP for Academic Affairs), Ama Monkah (VP for Activities), Camilla Mejia (VP for Diversity), Natasha Hessami (VP for Governmental Affairs), Anne Lee (VP for Student Life).  
*Absent:* Genaro Meza (VP for Business & Operations).

**Advisor:** Eric Alexander (Associate Dean of Student Engagement/Director of Viking Union)

**Guests:** Erick Yanzon, Leti Romo, Henry Pollet, Nora Harren.

**Motions:**

ASB-18-F-1 Approval of all revisions to the agenda. *Passed.*

ASB-18-F-2 Approval of the Board Assistant for Academic Shared Governance proposal with amendments. *Passed.*

ASB-18-F-3 Approval of all consent items. *Passed.*

*Millka Solomon, AS President, called the meeting to order at 3:07pm.*

**I. APPROVAL OF MINUTES**

**II. REVISIONS TO THE AGENDA**

Camilla Mejia asked to remove Information item F : Equal Pay. Ama Monkah asked to remove Information Item H: Communications Committee Charge & Charter and Information Item I: Activities Council Charge & Charter.

*MOTIONASB-18-F-1 By Monkah  
To approve all the revisions to the agenda.*

Second: Hessami Vote: 6-0-0 Action: Passed

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

**IV. INFORMATION ITEMS - Guests\***

**V. ACTION ITEMS - Guests\***

**VI. PERSONNEL ITEMS** (*subject to immediate action*)

**A. Board Assistant for Academic Shared Governance**

Levi Eckman spoke about the Board Assistant for Academic Shared Governance and referenced documents one and two. Eckman explained that the position existed previously for several years but was removed by the AS Board of Directors 2017-2018. Eckman worked with Sabrina Houck and past Board Assistants to discuss this position and concluded that it is necessary to support the many functions and duties of the VP

for Academic Affairs, since this VP must serve on numerous committees. Furthermore, the Board Assistant for Academic Shared Governance will serve as the secretary of the proposed AS WWU Student Senate and help communications between the Student Senate and the Board of Directors. Eckman explained the fiscal impacts of this position. This position will be set at a Level II wage, which is currently set at \$11.91 per hour with the hour restrictions of 200 for fall quarter, 180 for winter quarter, and 180 for spring quarter. Eckman also noted that this wage is subject to minimum wage changes. He stated that there are no alternative solutions and proposed a transfer of \$6,669.60 from the FXXRES budget to the FXXBAD budget. Eckman explained the rationale for this position listed in document 3. Natasha Hessami asked if the 200-hour cap in fall quarter for this position takes into consideration the fact that this position will not be hired for the next few weeks. Eckman responded that the hour cap takes into consideration the work that this position will do for the AS WWU Senate. Hessami comments that ROP needs to be changed to SAIRC on page three of document 1. Eckman asked to make an amendment to document 1 changing ROP to SAIRC under the “implement equitable and inclusive governance practices” section. Eric Alexander provided context and stated that Board Members should note changes to their documents. He also suggested that a vote on the proposed job description be delayed, since more changes will likely be made, such as the minimum wage increase. Eckman suggested that the search committee needs to begin as soon as possible. Alexander suggested striking the hourly rate and simply stating a Level II AS wage as well as changing the transfer amount to the amount necessary to cover the salary. Eckman proposed amendment to document 2: replace transfer of \$6,669.60 to the amount necessary for a Level II wage after coordination with the Personnel Office and the Finance Office, not to exceed \$7,500. Eckman proposes an amendment to document 1: replace hourly wage of \$11.91 to a Level II wage in accordance with AS Personnel Policy. Hessami asked if an immediate vote is allowed. Alexander responded that Personnel items can be voted on immediately but must include a list of proposed amendments. Solomon asked if there is any further discussion. Solomon called for a motion.

*MOTIONASB-18-F-2 By Eckman*

*To approve the Board Assistant for Academic Shared Governance proposal with the amendments.*

Second: Hessami Vote: 6-0-0 Action: Passed

## **VII. ACTION ITEMS - Board \***

## **VIII. INFORMATION ITEMS - Board\***

### **A. AS Ethnic Student Center Budget and Program Committee Charge & Charter**

Mejia explained that documents 3 and 4 would change the functions of the ESC. These changes were discussed with Erick Yanzon and the President’s Council, which will be renamed to Leadership and Advocacy Force Council. They decided that Steering Committee would become the Budget and Program Committee. Mejia’s position no longer will sit on this committee and the ESC Coordinator will chair it for Club Logistics. Mejia read and explained the Ethnic Student Center Budget and Program

Committee Charge and Charter (see document 3). Eckman asked how this committee would report to the board. Mejia explained that the VP for Diversity would meet every other week with the chair of the committee and update the Board. Hessami asked to incorporate this into the charge & charter under the Reportage section. Mejia stated that Erick Yanzon made changes to this charter, which she presented. Alexander suggested changing the date to October 2018 in compliance with sunset laws.

**B. AS ESC Leadership and Advocacy Force Council Charge & Charter**

Mejia read and explained the charge and charter (see document 3). Eckman asked for the date to be changed. Mejia confirmed.

**C. AS Underrepresented Student Leadership Council Charge & Charter**

Mejia explained that the charge and charter has been changed to include a wider community of students in the underrepresented communities of Western. Mejia read and explained the charge and charter (see document 5). Monkah asked how non-AS employees would give their recommendations to their employers. Mejia responded that this committee could work with HR and other student staff offices. Alexander stated that this committee would need to understand the difference between having authorities and issuing recommendations. He stated that the original focus of this committee was on the AS and that including people outside the AS may be useful as outside eyes looking in. Alexander also mentioned that the position title for the vice chair should be coordinator instead of director. Hessami asked why the Veterans Office was not included in this committee. Hessami asked that the 4-6 AS Employee representatives be changed to include anyone outside the AS. Anne Lee asked if a Residence Life employee could be represented on this committee to connect more students to the AS. Hessami suggested that a Tutoring Center be contacted to connect with labs. Mejia suggested these additions. Alexander questioned whether the purpose of this committee is representing the AS or the wider community of student employees. There are many partners that would have to be involved if the later was the case. Millka Solomon asked why the voting is made by consensus. Mejia explained that it was copied from the previous charge and charter. Eckman suggested that consensus is powerful for this sort of advisory council. Alexander said that the charter states taking into account a vote if consensus cannot be reached.

**D. AS Legislative Affairs Council Charge & Charter**

Hessami explained the changes in charge and charter. They added a position from the SAIRC and removed the voting privileges of the REP Outreach Coordinator but kept them as a member of this council. The SAIRC representative was added because the issues of this council's effect the SAIRC, the voting privileges of the REP Outreach Coordinator was removed because of the number of REP members on this council. Eckman asked that one seat be added for a Student Senator and questioned why the ESC Program Coordinator cannot appoint a designee anymore. Hessami answered that it is important for this advisor to sit on the committee since they also advise the REP and serve as the advisor for the VP for Governmental Affairs. Mejia asked for a change on the ESC club representative. Henry Pollet from the REP commented in agreement with Hessami. Hessami commented that she also added 6-8 students at large who may not be from the REP. REP members can observe but not vote on the

committee. Alexander commented that the date needs to be changed. Hessami specified that the secretary is the Board Assistant for Representation Committees.

#### **E. AS Structural Review Charge & Charter**

Hessami noted that the chair is changed to the VP for Governmental Affairs since the VP for Business and Operations position will be dissolved. She will make this an Information Item next week as well to give Genaro Meza a chance to comment. Hessami also changed the frequency of meetings to “at her discretion”. Eckman asked for the Senate Pro-Tempore to be added to this committee as a non-voting member. Hessami asked if senate members should be added before the senate is in effect. Alexander noted that adding senators before the senate is active could affect quorum and these additions should wait until the senate members have been elected. Hessami noted that the charge and charters will be updated after the senate becomes active. Mejia asked why there is an ESC Club Representative instead of an ESC employee. Hessami noted that this was not changed by the previous version and asked if Mejia would like this to change.

#### **F. AS Management Council Charge & Charter**

Eckman mentioned removing the student senators for the time being to account for quorum. Eckman also changed the chair to the Business Director, since the VP of Business and Operations position will be dissolved after this year. This document will still be an Information Item at the following board meeting. Mejia mentioned that “ROP” needs to be changed to “SAIRC”. Hessami mentioned that KVIK does not exist anymore, and that the Publicity Center Account Executive needs to be changed to Project Manager. Eckman agreed to make the listed changes.

#### **G. AS WWU Student Senate Bylaws**

Eckman read and explained document 13 (proposal for Student Senate bylaws). Hessami noted that it is not rational to expect student senators to work without pay. This was not effective in the past and it limited the power and commitment of student senators. Eckman agreed and said that previously only eight of twenty of the seats were filled. Eckman noted that deans were supportive of colleges that financially contributed to the student senate and cited the Alumni Association as an example. Eckman read and explained the bylaws. Hessami noted that the senate task force had vetted the bylaws for more than six hours. Eckman stated that the Faculty Senate offered support for the WWU AS Senate. Eckman continued to read from document 12 (senate bylaws), Hessami and Eckman explained the transition (including pay transition) from Vice Chair to Chair (in case that the Senate Pro-Tempore was removed). Eckman explained how a new senator can be appointed if there is a vacancy. Lee asked about situations that arise if a senator falls ill. Eckman referenced document 12 (two absences allowed). These policies are to ensure that senators tend to their assignments. Eckman noted that the AS Charge and Charter would need to be amended. Mejia asked about the power of the Board of Directors to remove the Senate Pro-Tempore. Nora Harren asked about who would assign senators to faculty committees. Eckman responded that this would be the Senate Pro-Tempore’s duty. Hessami asked if the Pro-Tempore chairs any other committees. Eckman stated that the Pro-Tempore would chair the Student Technology Fee Committee. Yanzon asked if the membership of STF would change. Eckman stated that only the chair would change. Eckman continued to read and

explain the Student Senate Bylaws including how differences between the Senate and the Board of Directors would be settled in terms of the budget. Eckman explained how the Student Senate would have a trial year. Solomon explained that having a trial year is important to give the university community time to comment and give feedback on the Student Senate, since current students have not voted on the existence of the Student Senate.

#### **H. AS WWU Student Senate Charge & Charter**

Eckman read and explained the Charge and Charter (see documents 14 and 15). Eckman noted that the charge and charter is essentially the same as the bylaws but is a more accessible and a summarized version. Eckman noted that amendments to the charge and charter by the Senate need to be presented to the Board of Directors in the spirit of shared governance. Hessami noted that this document establishes the students' own governing authority, separate from the Board of Directors. Eckman said that he contacted Savannah Rodgers and Lindsey Shillerport from the WSU Associated Students and asked what they would do without a Student Senate and they were not able to answer easily. Eckman noted that he hopes the Student Senate will become ingrained in the WWU AS. Eckman noted two areas of concern from the Western Board of Trustees: 1.) Extended education: students that are not on Western's campus do not have representation in the AS. Eckman suggested adding a committee to the Student Senate to represent off-campus students. 2.) Because the four at-large positions cannot declare their major during their term, the Faculty Senate suggested that this could affect time to a degree (noted by Alexander). Eckman suggested that the at-large senators could be encouraged to be impartial even if they are part of a college as they serve the entire student body. Hessami noted that this could be part of their training. Eckman suggested that this idea could be explored further during the trial year. Eckman referenced the AS WWU structural review and plan to implement the Student Senate in a three-year plan, with a trial year at 70% capacity.

#### **I. AS WWU Student Senate Pro-Tempore Job Description**

Eckman read and explained the Student Senate Pro-Tempore job description. Solomon asked if they would attend the AS Fall Staff Development. Eckman confirmed and also noted that a special training will need to be developed for Student Senators with the Personnel Director, Rachel Walsh. Eckman noted that the 19-hour limit would not give the Pro-Tempore enough time to complete their duties. Solomon noted that as AS President, she works 25 hours per week and suggested that this be considered for the Senate Pro-Tempore. Eckman noted that the Pro-Tempore cannot vote on the Board of Directors, but will be an ex-officio member, as a balance of power. Eckman discussed where the Pro-Tempore will have office space (probably in his current office) and where Student Senators can hold office hours. Eckman noted that the wage is currently under review with HR and the Personnel Office.

#### **J. AS WWU Student Senate Senator Job Description**

Eckman noted that the first page of document 18 is the same as the job description for the Senate Pro-Tempore. Eckman also noted that some universities allocate votes to senators based on how many students they represent. He said that this would not serve Western well since CHSS would overwhelm the student senate and other colleges would not have as much voting power. Eckman noted that Student Senators must

meet with their respective dean to encourage academic shared governance. The deans that he has spoken with are supportive of this idea. Eckman noted that the wage is subject to change due to minimum wage change and review of HR and the Personnel Office. Yanzon asked about students who are in multiple colleges or degrees. Eckman replied that students would have to choose the college that they most identify with. Yanzon asked about students who are designing their own majors. Eckman replied that those students could run for at-large positions and the Senate could examine the issue in depth after its trial year. Yanzon asked what would happen if a new college is created. Eckman said that if a college were added the bylaws would be amended to add two senators. Yanzon asked about colleges, such as CHSS, that are divided into two sections. Eckman noted that the faculty senate is structured in such a way. Eckman said that this would not be possible for the first trial year but this issue will be examined throughout the first year in attempt to mirror the Faculty Senate. Hessami added that the senate should try not to have students with the same major.

**IX. CONSENT ITEMS**

**A. Committee Appointments**

Hessami lists the following suggested committee appointments:

**AS Structural Review Committee**

Nate Jo	Freshman Fairhaven College	Student-At-Large
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**AS Legislative Affairs Council**

James Pai	Senior	Anthropology	ESC Representative
Colton Redtfeldt	Senior	Journalism	Student at-large
Maddie Rackers	Senior	Biology/Anthropology	Student at-large
Kaylen Gillihan	Junior	Psychology	SAIRC Representative

*MOTION ASB-18-F-3 By Eckman*

*To approve all consent items.*

Second: Monkah Vote: 6-0-0                      Action: Passed

**X. BOARD REPORTS**

**Millka Solomon, President** had nothing to report.

**Levi Eckman, VP for Academic Affairs** had nothing to report.

**Ama Monkah, VP for Activities** reported that she has been processing committee applications.

**Camilla Mejia, VP for Diversity** had nothing to report.

**Natasha Hessami, VP for Governmental Affairs** had nothing to report.

**Anne Lee, VP for Student Life** had nothing to report.

**XI. OTHER BUSINESS**

Hessami noted that she had other business, which she will bring up at the next Board meeting.

*Solomon adjourned the meeting at 5:09pm.*