



AS Student Enhancement Fund Committee

Date: 12/6/2018

Location: VU 462B

Members: Present Tyler Andrews (SEF Facilitator), Ally Palmer (AS Business Director), Ikenna Onukwufor (AS Clubs Business Director), Soumya Ayelasomayajula (AS ESC Assistant Director for Club Logistics), Celia Major (Student-at-large)
Absent: Raquel Vigil (Business Manager)
Advisor:
Secretary: Nate Jo (Board Assistant for Internal Committees)

Motions:

- SEF-18-FA-10** Approval of meeting minutes from November 13, 2018. *Passed.*
SEF-18-FA-11 Approval of email documents from November 2-8, 2018. *Passed.*
SEF-18-FA-12 Approval of \$2,332.48 in funding to Darcy Allen to attend the SOPHE conference. *Passed.*
SEF-18-FA-13 Approval of \$795 in funding to Sarah Nelson for registration and lodging expenses. *Passed.*
SEF-18-FA-14 Approval of up to \$1200 in funding for Casey Thomas. *Passed.*
SEF-18-FA-15 Approval of \$500 in funding to Nathalie Wagler to attend the Montana New Leadership pending acceptance into the program. *Passed.*
SEF-18-FA-16 Approval of up to \$500 in funding for Hailey Frederickson. *Passed.*
SEF-18-FA-17 Approval of up to \$1750 in funding to Mikayla Saechao. *Passed.*

Tyler Andrews called this meeting to order at 12:12pm.

I. Approval of Minutes

MOTION SEF-18-FA-10 By Andrews

To approve meeting minutes from November 13, 2018.
Second: Palmer Vote: 4-0-0 Action: Passed

MOTION SEF-18-FA-11 By Andrews

To approve email documents from November 2nd-November 8th, 2018.
Second: Palmer Vote: 4-0-0 Action: Passed

II. Revisions to the Agenda

No revisions to the agenda.

III. Information Items

A. Budget Update

Andrews stated that at the beginning of the year SEF had approximately \$44,000. So far, in Fall quarter SEF spent \$7,382.55, which is only about half of what the committee had planned to allocate. Andrews showed the distribution of what funding had been allocated for, most of which was toward transportation expenses.

IV. Action Items

A. Application of Darcy Allen

Andrews stated that Allen works at the Viking Union sixth floor info desk and is pursuing a degree in community health. Allen wants to attend the SOPHE conference in Salt Lake city Utah, which is one of the biggest public health conferences in the nation. Andrews said that this would be an excellent opportunity for her professional development and education in the field of public health. Andrews also said that this conference would have real impacts on the Bellingham Community since Allen is dedicated to helping LGBTQ youth and populations struggling with homelessness or addiction. Andrews mentioned that Allen would be part of the team planning the Western Regional Global Health Conference later this year and that attending the SOPHE conference would help her in this. Andrews also said that Allen was a part of the Washington State Community Health Workers organization and was one of the strongest applicants that SEF has seen.

Andrews said that Allen would prefer using a university credit card, specifically for hotel and registration expenses. This would be a priority over transportation expenses.

Andrews said that after December 13th costs would be more expensive. Andrews said that Allen would be staying in the conference hotel so that should could be with other Western students. However, these students are going for a pre-conference competition so Allen would be the only Western representative at the actual conference. Ikenna Onukwufor asked how much Allen was requesting in total. Andrews said that the request was \$2332.48 in total. Celia Major asked if Allen said how much she could pay out of pocket. Andrews said that she could pay between \$500 and \$700 out of pocket but paying \$700 would be very financially stressful.

Major asked if she was attending the conference alone or if she was a part of a club. Andrews said that there would be other Western people attending the pre-conference competition but that she would be at the actual conference alone and that she was attending in her student capacity. Ally Palmer asked if she wanted to stay at the conference hotel because other Western students were staying there before the conference. Andrews confirmed and said that she also wanted to stay there for networking opportunities to build professional ties. Major asked if any other conference attendees had applied for SEF funding. Andrews said that the department would be funding two or three other students and no one else had applied. Major asked if Allen was being funded by the department. Andrews said that she was not because she was pre-major status so she could not receive department funding.

Major asked if there was another conference being held here. Andrews clarified that it was a different conference that Allen would help to organize later in the year. Andrews also mentioned that Allen was invited to the state task force for community health workers and was attending these events even though she was having medical issues and finals.

Major asked about spending money allocated by quarter. Andrews said that splitting the funds was just a guide and they were not necessarily bound to allocating funds by quarter.

Onukwufor said that, in terms of the SEF rubric, Allen checked all of the categories. Andrews explained the SEF rubric to Major. Major stated that Allen was very eligible and Andrews agreed.

Onukwufor said that SEF should be able to fund registration and lodging. Soumya Ayelasomayajula mentioned that her out-of-pocket limit was \$700 and that should not be pushed. Palmer said that she was comfortable with awarding full funding. Ayelasomayajula said that there was much more left in the budget to spend for fall quarter. Palmer said that if they were going to fund \$2000, they should just go all the way. Palmer also mentioned the importance of supporting adult students. Onukwufor agreed and said that the ageism factor is often a disparity between younger and older students. Ayelasomayajula also said that she would not receive compensation for her work in planning the conference, so this would be a way to cover some of that.

MOTION SEF-18-FA-12 By Andrews

To award \$2,332.48 in funding to Darcy Allen to attend the SOPHE conference.

Second: Palmer

Vote: 5-0-0

Action: Passed

B. Application of Sarah Nelson

Andrews said that Nelson wanted to attend the Landmark Forum, a professional development workshop in Seattle. Andrews stated that Nelson knows many people who have attended the forum in the past and this would be an excellent networking and professional development experience for her. Andrews said that Nelson was requesting funding for registration expenses and possibly lodging although she may be able to find people to stay with Seattle. Andrews said that the committee could possibly help with lodging for the first and last day so that Nelson wouldn't have to spend so much time on transportation. Andrews also said that Nelson would prefer the use of a university credit card and is flexible with not getting full funding.

Major asked where the event would be. Andrews said that she thought that it was at the convention center. Major said that she could reach out on a personal level since her mother lives in Seattle. Ayelasomayajula suggested funding registration costs and half of lodging expenses. Andrews read over the questions in the rubric.

Onukwufor asked what kind of professional development this conference would bring to Nelson.

Ayelasomayajula said that the applicant would be meeting CEOs of companies and gaining networking opportunities. Palmer mentioned that there would be more personal impact than community impact but that the applicant should still receive some funding.

Major asked about just funding the registration fee. Andrews said that she would appreciate funding for registration but it would be helpful to provide some funding for lodging so that she could be close by the conference. Major said that funding half of lodging would be good. Onukwufor said that the community impact isn't as strong as it was with the previous applicant, so he would like to see Nelson invest more in attending the conference. Onukwufor suggested funding the registration expenses and a quarter of lodging expenses. Andrews asked if there was discussion for funding either half or a quarter of lodging. Ayelasomayajula suggested funding \$695 for registration expenses and \$100 for an Airbnb.

MOTION SEF-18-FA-13 By Major

To award \$795 in funding to Sarah Nelson for registration and lodging expenses.

Second: Ayelasomayajula

Vote: 5-0-0

Action: Passed

C. Application of Casey Thomas

Andrews stated that Thomas was representing two students who want to attend the AIGA design conference in California. Andrews said that both students are design majors. Andrews also said that he had spoken to Thomas at the AS Conference and Opportunity fair. Major said to keep in mind that the funding request was for two students. Andrews said that the total funding request was \$2171.98. Andrews asked what the committee thought about the application concerning the rubric. Palmer said that they passed.

Andrews said that this would be an important networking opportunities since this was a national conference. There would also be feedback on directions they were going in workshops as well as having the opportunity to learn new skills. Andrews said that he suggested that Thomas also ask the design department for funding but that the design department was underfunded and they likely would not receive any funds. Andrews also mentioned that Thomas was a senior and would graduate in the spring. Major asked if both people were seniors. Andrews said that he was unsure. Major said that she was unsure if both of them were seniors about bringing back the impact to Western.

Ayelasomayajula said that since Western is geographically isolated design majors may not have a chance to meet people in the industry. This would give them a chance to meet other people industry and bring this experience back to other students in the design major.

Onukwufor said that they talked about personal benefits in the application but he was unsure on how they would bring the experience back to Western. Onukwufor asked if they would be presenting. Andrews said that Thomas would go to the AS Conferences and Opportunity Fair if he was in Bellingham and he would still have his work presented even if he could not be present. Andrews said that this would count as the searchable or physical evidence of impact.

Major suggested that after graduation, Thomas come back and talk to people in the design major or if he found someone at the conference asking them to give a talk at Western. Andrews said that there should be some impact to Western.

Major also mentioned that he could come back to attend an alumni events as a design major alumni. Major asked why the applicant chose the Sheraton hotel. Andrews said that the conference was being held at the Sheraton, so they would be close to it. He also said that while Airbnb would be cheaper, they would also have to factor in transportation costs since they would not already be at the conference.

Andrews stated that the applicants would be able to pay for the plane tickets out of pocket but wouldn't be able to feasibly afford anything else.

Onukwufor noted the costs of staying at an Airbnb plus transportation costs would still be less than conference hotel costs.

Major asked if there was a design club at Western. Andrews said that there might be but they were just applying on their own. Andrews also said that they could stay at an Airbnb instead of the Sheraton. Palmer asked to see prices for more budgeted hotels or an Airbnb.

Looking at the cost of Airbnb in Pasadena, Ayelasomayajula said that even funding \$100 would be much cheaper than the conference hotel. Andrews said that it would still be cheaper even when factoring in the cost of transportation to the hotel.

Major mentioned that getting any amount of funding from SEF is great, even if they couldn't stay at the Sheraton. Onukwufor suggested telling the applicants that they could get cheaper lodging. Ayelasomayajula suggested funding \$300 for an Airbnb and \$800 for registration costs.

Major asked if the applicants were able to fundraise by themselves. Andrews said they could and that there was no policy against it. Major mentioned that she made a Go Fund Me for a past trip that she requested SEF funding to attend.

Palmer suggested funding up to \$1200 to provide a buffer for changing hotel prices.

Major asked where they would be getting their tickets. Major mentioned using sites such as Student Universe or Kayak to find cheaper flights.

Andrews suggested that a motion be made using "up to" language.

MOTION SEF-18-FA-14 By Palmer

To award Casey Thomas up to \$1200 in funding.

Second: Ayelasomayajula Vote: 5-0-0 Action: Passed

D. Nathalie Wagler

Andrews said that the Wagler wanted to attend the Montana New Leadership conference in Missoula on June 23. Andrews said that there would fifteen women-identifying individuals attending the conference to learn about Montana politics. Andrews stated that Wagler lives in Montana so she is only requesting funding for registration expenses.

Onukwufor asked how many people would be attending the conference. Andrews said that the program accepted only fifteen people and SEF would grant funding pending her acceptance into the program.

Ayelasomayajula asked if she would come back to SEF to request funding for lodging after she was accepted into the program. Andrews said that Wagler would not need additional funding as she lives in Montana.

Major said that she was confused about the fifteen students. Ayelasomayajula said that the program only accepts fifteen students and that Wagler was applying to be one of them.

Major asked if a motion was ready. Andrews suggested looking over the rubric to determine eligibility. Ayelasomayajula said that there would be visible representation since she would be one of fifteen students and the only one from Western.

Onukwufor suggested saying "if she gets in" in the motion.

MOTION SEF-18-FA-15 By Palmer

To award \$500 in funding to Nathalie Wagler to attend the Montana New Leadership pending acceptance into the program.

Second: Andrews Vote: 5-0-0 Action: Passed

E. Hailey Fredrickson

Andrews stated that Fredrickson wanted to attend the Principle Business Leadership Institute conference, representing the Alpha Kappa Psi business fraternity. Andrews said that there would be workshops on refining resumes and negotiating your first salary, which is a very vital skill. Andrews said that he recommended that Frederickson reach out to CBE for funding as well.

Palmer said that she was surprised that the fraternity did not provide funding. Andrews said that he would check on that.

Ayelasomayajula asked if Fredrickson was willing to cover anything herself. Onukwufor said that she was waiting to hear from CBE. Andrews said that for that reason, a motion should use "up to" language. Andrews said that the applicant would prefer using a university credit card and had some money saved that she would potentially be willing to use. Andrews also said that Fredrickson was specifically requesting funding for airfare and lodging.

Andrews said that Fredrickson was requesting this hotel because her fraternity had a block with a discounted rate. Onukwufor said that the hotel price seemed expensive if she was staying by herself and asked to look at Airbnb prices. Palmer mentioned that hotels in Chicago are expensive.

Onukwufor asked if Fredrickson would have to pay for the conference during winter break.

Andrews said that the deadline for paying for the hotel was January 5th.

Looking at Airbnb prices, Onukwufor said that it would be less than half the price of a conference hotel. Andrews noted that the listed price did not include fees and taxes.

Palmer said that you would want to be close to where the conference was because transportation in Chicago is very costly and inconvenient.

Andrews suggested looking over the rubric. Major asked what she meant by graduating early.

Andrews said that she would be completing this year and then graduating before the end of the following academic year.

Ayelasomayajula said that because Fredrickson was graduating early, she wouldn't have as much time for professional development and this would be a useful opportunity for her. Major said that this would be an amazing experience in Chicago and that it was good that she was transparent about having savings. Palmer suggested covering her hotel and registration but that she could pay for her flights.

Andrews also said that she could be getting some money from CBE. Onukwufor said he was unsure about CBE and said that he hadn't heard of anyone getting funding from CBE. Onukwufor also suggested covering hotel and registration expenses. Andrews said that the total would be \$462.

Ayelasomayajula suggested funding up to \$500. Palmer asked if she preferred using a credit card or reimbursement. Andrews said that she preferred using the university credit card but had funds available if the committee decided to go the route of reimbursement.

MOTION SEF-18-FA-16 By Ayelasomayajula

To award up to \$500 in funding to Hailey Frederickson.

Second: Major

Vote: 5-0-0

Action: Passed

F. Application of Mikayla Saechao

Andrews said that Saechao wanted to attend Social Media Week in New York City from April 30th to May 2nd. Andrews said that Saechao was also representing himself, so he would recuse himself from voting. Andrews said that they were both communications majors so social media is an important domain where the future is growing out of. He said that attending this conference would be very beneficial for both of their futures. Andrews also said that there would be social media professionals and many great workshops to attend.

Major asked if Andrews was open to have other people join. Andrews said that the more people to attend the better. Ayelasomayajula asked how much the request was. Andrews said that the registration was the biggest expense at \$500, which was the cheapest option. Ayelasomayajula asked if the department would cover any of the costs. Andrews said that Philosophy has funds and Saechao would be requesting funds from the Sociology department.

Andrews exited and recused himself from discussion and voting on this application.

Major said that it was a lot but that registration would be an unavoidable expense. Ayelasomayajula suggested funding up to a certain amount for an Airbnb since Andrews and Saechao would be willing to cover some of it. Palmer suggested funding for registration and half of the Airbnb costs or up to what the departments might not cover.

Onukwufor asked for clarification. Major said that it would be about \$1750. Ayelasomayajula said that was reasonable and the motion could say, "pending departmental funding". Palmer asked if they would want to provide more funding if the applicants did not receive departmental funding.

Onukwufor mentioned that they were willing to pay out of pocket if they didn't receive departmental funding. Ayelasomayajula said that the costs would go down if more people attended.

MOTION SEF-18-FA-17 By Palmer

To award up to \$1750 in funding to Mikayla Saechao.

Second: Onukwufor

Vote: 4-0-1

Action: Passed

V. Other Business

No other business.

Andrews adjourned the meeting at 1:25pm.