



Western Washington University Associated Students

AS Board of Directors

3/8/19

Viking Union 567

Board Members: *Present:* Millka Solomon (President), Levi Eckman (VP for Academic Affairs), Ama Monkah (VP for Activities), Camilla Mejía (VP for Diversity), Natasha Hessami (VP for Governmental Affairs), and Anne Lee (VP for Student Life), Nate Jo (VP for Business and Operations)

Absent:

Advisor: Leti Romo (Assistant Director for Student Representation & Governance)

Secretary: Travis Felver

Guest(s): Kurt Willis, Anna Schorr (GSAC), Phillip Hennese (GSAC), Soleil de Zwart (AS Review), Trever Mullias (Students for Renewable Energy), Emma Calvert (Western Front), Patrick Barnes (GSAC), Jamie Hoover (KUGS),

Motions:

- ASB-19-W-48** Approval of revisions to the agenda
ASB-19-W-49 Approval of resolution concerning TA Compensation and Fee schedule.
ASB-19-W-50 Approval of moving the Joint Resolution AS BOD/ AS WWU SS Divest Group and The Shred the Contract Resolution to Action items with guests
ASB-19-W-51 Approval of the Joint Resolution AS BOD/ AS WWU SS Divest Group
ASB-19-W-52 Approval of the Joint Resolution AS BOD/ AS WWU SS Divest Group
ASB-19-W-53 Approval of the Shred the Contract Resolution
ASB-19-W-54 Approval of the AS Position Classification Changes
ASB-19-W-55 Approval of the edits to the Personnel Policy
Approval of the Job Description Changes contingent on Budget Committee finding funding
ASB-19-W-56 Approval of the election code with two amendments; setting the student-brought initiatives deadline to April 26th and to include language concerning full preemptive candidates financing
ASB-19-W-57 Approval of the committee appointments

Millka Solomon, AS President, called the meeting to order at 4:00 P.M.

I. Revisions to the Agenda

Hessami moves to move the consent item to the beginning and to add a Guest action item concerning Graduate teaching resolution

Lee adds a Guest information item concerning the Housing and Dining rates proposal.

Nate Jo moves AS Position Classification and Job Description Edits to personnel items.

MOTION ASB-19-W-48 by Hessami

To pass the above mentioned revisions to the agenda

Second: Eckman

Vote: 6-0-0

Action: Passed

II. **Public Forum** (*comments from students and the community*)

Hessami called to recognize that Nate Jo won the election for VP of Business and Operations.

III. **Information Items – Guests**

A. **Housing and Dining rates Proposal**

Willis explained the Housing and Dining system is split into three parts, Resident services, Dining Services, and Viking Union facilities, and the focus of the changes will be on the Housing side. They have proposed a 5% increase in housing rates in order to promote a long range development plan which will include a change in which Residence halls remain online, Highland Hall is planned to be taken offline in Autumn with a new residence hall being built in its place. The proposed increase will cover raises in the minimum wage and costs of living increases. The bulk of the increase is to prepare for renovations in future years and to cover losses in federal funding. The rates will be comparable to other institutes of similar approach and size in housing.

Hessami asked why the bond interest subsidy is being lost.

Willis said that this is from a grant given for Buchanan Towers, so as the grant has been refinanced it goes away, this is an expected loss

Hessami asked what work the office has done to see the costs of running a self-operated dining system

Willis said that they've brought a consultant on board this month for the purpose of finding the cost difference between self-operated and contract services, and their report is due in June, potentially July. This could cause the university to shift services

Solomon asked if they are only looking at costs.

Willis responded that they are looking at other factors, though costs are a major factor. This included the transition costs from moving from the Aramark system to a Western-run infrastructure. The consultant will be looking into the burden of responsibility and Western will decide what costs and burden of responsibility it wants to take on.

Hessami asked if 'What Western wants to take on' includes the students or if it's just the administration members in the room for this discussion.

Willis responded that he does not know directly, though he knows that some of the stakeholders listen to students' wants and needs concerning multiple issues. He has recommended that these groups listen to the AS Board in an attempt to funnel student voices for ease of communication and purpose.

Hessami said that so far the Board has not been contacted at all by the administration concerning this issue.

IV. **Action Items – Guests**

A. TA compensation and Fee Schedule

Phillip explained that there are few changes made to the resolution and asked the Board to vote on it, due to its time sensitive matter

Hessami said that this could be turned into a letter of support instead of a resolution for time nature.

Phillip said that ultimately their goal is to find support of the student body before they go to administration and the Board of Trustees, so they will follow the lead of the Board.

Eckman said that the Board has not had the opportunity to support grad students in the past and this could be a great way to show the students that they are supported by the Board.

Mejía asked what the benefits of releasing this as a resolution versus of a letter of support are.

Hayden said that resolutions tend to carry more weight, though they aren't significantly different. Resolutions are a bit more formal, though both are publicized the same way.

Lee said they are in favor of passing this as is, as a resolution considering the nature of the request.

Nate Jo, said that all resolutions need to be passed in the same format, should the board go forward with this.

Hessami said they should add UPRC to the groups that this resolution would be sent to, in order to give it the opportunity to add budget. Eckman added the Faculty Senate would be beneficial as well.

Monkah asked if all of the previous comments have been added to this document.

Eckman said the comments were supplementary information that will not be sent out. Eckman asked if these comments were already public

Anna said yes, on Sabbah's Blog, and the URPC has already been given these comments.

MOTION ASB-19-W-49 by Hessami

To approve the resolution concerning TA Compensation and Fee schedule.

Second: Eckman

Vote: 7-0-0

Action: Passed

MOTION ASB-19-W-50 by Hessami

To approve moving the Joint Resolution AS BOD/AS WWU SS Divest Group and The Shred the Contract Resolution to Action items with guests

Second: Eckman

Vote: 7-0-0

Action: Passed

B. Joint Resolution AS BOD/ AS WWU SS Divest Group

Lee showed the board the final resolution, with minor language edits. Eckman said that the Senator's signing will be added as one page, and they are ready to go forward with it.

Hessami asked if they should have a conversation about passing all resolutions at this meeting due to the large number of them.

Lee said that this one is time sensitive, and they have been waiting until the VP of Business and Operation, and this one has been discussed for three weeks.

Eckman said this would be a very useful step and they have been going over it in detail for weeks now.

Mejía asked what the concern about this being so many resolutions was.

Hessami said her concern is more in optics, but she is in full support of these resolutions.

Calvert said that these are going to three separate groups which means that the intended audience will not be receiving them all at once.

MOTION ASB-19-W-51 by Jo

To approve the Joint Resolution AS BOD/ AS WWU SS Divest Group

Second: Hessami

Vote: 7-0-0

Action: Passed

Shred the Contract Resolution –final

- C. Lee said they have added the footnote comments to the resolution as discussed in a previous meeting.

Eckman said to edit it with Nate Jo's name.

Hessami asked how this will be distributed to the student body. Hayden said that this would be sent as email targeting students, or they could leave it up to the groups that wrote it.

Lee asked if they could send it out through their positions. Hayden said this could work.

MOTION ASB-19-W-52 by Lee

To pass the Shred the Contract Resolution

Second: Monkah

Vote: 7-0-0

Action:

VI. Personnel Items (subject to immediate action)

A. As Position Classification and Job Edits

Jo explained that some positions currently have no AS classification and will be given new classifications. AS Board Assistants, AS REP Voter Registration Staff, AS Publicity Center Distributer, AS Review Writers, AS Productions Assistant, AS VU Gallery Attendant will be given the classification of Program Assistant. The AS Board Assistant for Fall Info Fair will be assigned a level 2 wage and the position title will be changed to AS Fall Fair Coordinator. The AS REP Legislative Liaison's title will be changed to the AS REP Director of Legislative Affairs. The AS Personnel Assistant Directors will be changed to AS Personnel Development Coordinator and AS Personnel Recognition Coordinator and the wage level will be changed to 2. The AS Student Enhancement Fund

Facilitator will be given Wage level 2 and set to the Coordinator Classification, AS PC Lead Graphic Designer job title will be changed to Graphic Artist 3. AS PC Graphic Designer/Graphic Production Specialist job title will be changed to Graphic Artist 2, AS Video Coordinator job title will be changed to Video Production Assistant 2, AS KUGS News & Public Affairs Director, and position title will be changed to AS KUGS Public Affairs Producer. AS KUGS Marketing & Development Director position title will be changed to AS KUGS Local Music Coordinator. AS OC Excursions Assistant Coordinator position title will be changed to AS OC Excursions Coordinator, assigned a Level 2 Wage, and given the Coordinator classification. The changes are to better serve the work these positions do.

Eckman asked why the word info got taken out of the Fall fair coordinator.

Jo said that this was a typo and will be fixed.

Eckman asked how the Board Assistant for fall info fair position is not similar to Board assistants. Jo said that board assistants assist administrative functions and cleanliness, while the fall info fair coordinator is in contact with businesses and coordinating an event.

Eckman asked how adding two director titles to the same office will affect the REP office.

Hessami said other schools function this way with their liaisons, and it could have issues when students are applying for the position, but it should not have any large structural impact.

Eckman asked why the SEF facilitator is getting a wage increase opposed to other positions.

Jo responded that this is a larger conversation, and there are currently talks happening concerning pay equity in the AS. The SEF is doing coordinator work, while Board assistants are not, justifying the pay increase.

Eckman asked if this could cause an optics system if they only increase the pay of one position.

Jo responded that this is still a separate conversation while these are amendments fixing oversight in classification settings.

Lee said this conversation has some merit, but this conversation would be better handled by the personnel department.

Hayden said that they have been going over positions thoroughly, and this is more of a cleaning house style move rather than an overhaul. They will be looking into it more in Personnel Committee.

Hessami said there is concern about the timetable of this, due to AS jobs being posted this week.

Jo responded that due to this being a personnel item, it is subject to immediate approval, and could not have been on the agenda earlier due to a lack of a VP of Business and Operations and no Board member to sponsor this.

Solomon said she does not feel prepared to pass it this week, and asked if they could pass it next week.

Hayden said they are hoping to post all jobs on Tuesday of next week, therefore it would be great if it could be passed today. This type of change happens every year and they have to move this way in order to work with budgets as well. If they do not take a stance on this then the Budget Committee has to move forward without input from the Board and the Personnel office could not post the positions

Mejía asked what Solomon's hesitation is to vote on these.

Solomon said that she has not given it the time and consideration it needs for her to feel comfortable voting on it.

Jo apologized for the timeframe, and that it should have been listed as a Personnel item on the current agenda, then asked what more information should be given to make people comfortable to vote.

Hessami said that there are a lot of additions of hours, and would like to know more about the budget implications.

Jo said they could pass this with the contingency that Budget Committee also finds money for these changes.

Eckman said that this document is incredibly thorough, and would like to talk to the SEF facilitator and before making a full decision.

Ballard said that there should be a conversation including students who would be affected by these changes.

Hessami said that conversations have been happening but they have been less open.

Jo said that they are concerned that due to the day to day operations in the AS, the Board cannot provide insight into every detail, and they should place trust in Personnel Committee who has been working on it for weeks.

Tyler said that the SEF position pay increase will be better representative of the duties this position does, ranging from overseeing the application process and information gathering, being heavily involved with every step of the budget. There is also a yearly event this position coordinates which is not reflected in the current position description

Mejía said that people come to Personnel Committee when they have issues so they should trust this committee to do the work and gather the information needed to decide.

Solomon said that this isn't a lack of trust in the committee, as she does not want to pass anything without looking into it in more detail. If others want to vote on it, they can but she will not vote on it today.

Barenburg asked why this committee's proposal is getting treated as a higher priorities than others, and not in the standard information-action process. Jo said that there was

efforts to discuss with the board beforehand, and as this is a personnel item it is following policy.

Jo said that is not a change in job responsibilities, just classifications. This is following procedure as a personnel item.

Lee asked why Personnel items are always action items.

Hayden said that these are often decisions that need to happen in a timely manner, and the make-up of the Personnel Committee's make-up includes more representation from multiple angles including two Board members and a Senator, ensuring that personnel items are well vetted before they come to the Board.

Jo said that several personnel items are passed in one meeting, so it is not Personnel Committee getting preferential treatment it is just appropriate policy.

De Zwart said that the hiring for AS Review Writer ended today so it might affect the position change.

MOTION ASB-19-W-53 by Lee

To approve the AS Position Classification Changes

Second: Jo

Vote: 5-0-2

Action: Passed

*Yes: Lee, Monkah,
Hessami, Meijia, Jo*

No:

*Abstaining: Solomon,
Eckman*

B. Personnel Policy Edits

Jo explained that due to the changes in classification policy the Personnel Policy updates will include removing the Associate Director classification and adding assisting coordinator classification.

Hessami asked if every job is now classified.

Hayden said yes

Hessami asked if Executive Board would be directors.

Hayden said they are in a separate classification.

Eckman asked how this relates to the document they just passed. Jo said this is editing the personnel policy to accompany those new classifications.

MOTION ASB-19-W-54 by Jo

To approve the edits to Personnel Policy

Second: Monkah

Vote: 6-0-1

Action: Passed

*Yes: Lee, Monkah,
Hessami, Meijia, Jo,
Eckman*

No:
Abstaining: Solomon

C. Job Description Edits

Jo explained that these edits have budgetary implications. The proposed edits include, The AS KUGS Maintenance Engineer, AS KUGS Public Affairs Producer, AS KUGS Local Music Coordinator, and AS KUGS Office Assistant being changed from a three quarter 15 hour/week position, to a four quarter 10 hour/week position. The AS Queer Resource Center Community Engagement Coordinator getting 20 planning hours during summer. The AS Veterans Community Coordinator increasing from 10 hours per week to 15 hours per week. The As SAIRC Representation and Outreach Coordinator summer planning hours moving from 20 hours to 40 hours. These changes alleviate time spent planning events as well as better reflect the amount of work these positions actually do.

Hessami asked if there has been any conversation about the Legal Information Coordinator.

Jo said they are under the assessment process and they can look into it outside of this meeting.

Jo said the SAIRC summer planning hours are most important to mandate budget committee finding funding for.

Hessami said the Ice Cream social seems like a very specific justification.

Hayden said this event happens immediately upon the new school year so it is always a time crunch every year.

Lee said they are comfortable passing it contingent on Budget Committee finding the funds.

Eckman asked if passing it would cause other positions to begin asking for summer hours.

Hayden said a lot of offices that need them already have summer office hours.

Mejía said adding summer hours would alleviate work done over the school year, having a positive effect and any office that does not have enough summer hours should ask for more.

Jo said the Personnel Committee trimmed down the request from what was submitted in consideration of the budget already

MOTION ASB-19-W-55 by Hessami

To approve the Job Description Changes contingent on Budget Committee

Second: Jo

Vote: 5-0-2

Action: Passed

*Yes: Lee, Monkah,
Hessami, Mejía, Jo,*

No:

*Abstaining: Solomon,
Eckman*

V. Action Items – Board

A. Election Code

Hessami said based on the last meeting that the changes being made is candidates could use the full 150 in funds, and candidates would go through Alec, they can give out gift cards. It will still be encouraged that candidates cover what they can on their own.

Alec said this is the same text as they looked at last week, and a few changes need to be made, pushing the deadline for texts of initiatives to next Friday due to complications making the process a bit late.

Hessami asked if they could move the deadline back farther because they haven't seen any initiatives yet and aren't certain students are aware of the policy.

Alec said that the text of the initiative needs to be hammered out before signatures can be gathered, and their deadline is April 8th.

Eckman asked how many signatures they need to gather.

Alec said 5% of the students enrolled in Winter Quarter at the main campus. They could hold meeting further back in order to ensure better focus.

Solomon said that as the Board was unaware of the deadline, it is certain that the majority of students were not.

Hessami proposed April 10th as the date for initiatives.

Eckman said it could be the 12th in order to be a few days after their meeting.

The Board discussed which date could be better.

Hessami summarized the board members do not need to get signatures for their initiatives but as other students do they want to keep this as accessible as possible and they are proposing moving the deadline back to early April, and are working on deciding what the date will be.

Solomon asked if they could avoid giving a specific date at this time to ensure more time for students.

Alec said they could make it a rolling deadline up to the point of voting beginning.

Hessami said that for pre-emptive financing they can include language encouraging candidates to self-fund, but be aware

Hessami moves to pass election code with two amendments; deadline to April 26th , include language with full financing Eckman seconds 7-0-0

MOTION ASB-19-W-56 by Hessami

To approve the election code with two amendments; setting the student-brought initiatives deadline to April 26th and to include language concerning full preemptive candidates financing

Second: Eckman

Vote: 7-0-0

Action: Passed

VI. Consent Items (subject to immediate action)

A. Eric Baril appointed to AS Elections Advisory Committee, sophomore, undeclared major

Tara Stevens appointed to AS Elections Board, Junior, Kinesiology major

MOTION ASB-19-W-57 by Hessami

To approve the committee appointments

Second: Monkah

Vote: 7-0-0

Action: Passed

VII. Board Reports

Ama Monkah, VP for Activities stated that today is her birthday, the room sang for her. The conversation concerning the Student Union Board is continuing. WWU Racing club is coming to Activities Council asking for nine thousand dollars. Registration closes today for the National Student Diversity Leadership Conference and there are 12 openings and so far 26 applicants.

Anne Lee, AS VP for Student Life stated that RA meetings are ongoing and position split discussions are still continuing

Levi Eckman, VP for Academic Affairs stated that he was asked not to attend Faculty Senate as there is discussion concerning confidential matters. A meeting with the Committee Chair has been canceled due to inclement weather. The Board is formally invited to Faculty Senate, though the agenda has not been posted yet. The Board is formally invited to attend Student Senate. The Student Press is also invited to Faculty Senate and there is public comment. Faculty Senate is Monday in Old Main. The Student Senate meeting agenda was explained. This will be the final Student Senate meeting of the quarter. Yoshiyama asked if senators could get the agenda as well. Eckman added that the agenda is posted, and he will be giving his report in board appointments

Nate Jo, VP for Business Operations stated that Astrid has been hired and communication channels have been reopened with Personnel office and assessment coordinator and they can expect the Outback recommendations next week.

Camilla Meijia, VP for Diversity stated that they have been meeting with ESC executive committee concerning soft openings. They are attempting to find students to go to the Students of Color Committee in Yakima and they need a Pro Staff Advisor.

Natasha Hessami, VP for Governmental Affairs stated that they are reflecting on WILDS in a recap meeting they had forgotten to invite Hessami and Astrid. There is another meeting happening next week.

XI. Other Business

Today is International Women's Day

Hessami said Local Lobby Day is starting to be planned, it should be happening on May 2nd.

Millka Solomon, AS President, adjourned this meeting at 5:48.