



**Western Washington University Associated Students  
AS Student Enhancement Fund Committee**

March 1, 2019  
VU 460

**Board Members:** *Present:* Tyler Andrews (SEF Facilitator), Ally Palmer (Business Director), Ikenna Onukwufor (Clubs Business Director), Soumya Ayelasomayajula (ESC Assistant Director for Club Logistics), Celia Major (Student-At-Large), Ruth Ewald (Student Senator)

*Absent:* Celia Major (Student-At-Large), Dayjha McMillan (Student Senator)

**Advisor:** Raque Vigil (Business Manager)

**Secretary:** Nate Jo (Board Assistant for Internal Committees)

**Motions:**

**SEF-19-W-13** Approval of the meeting minutes from February 8<sup>th</sup>, 2019. *Passed.*

*Tyler Andrews, SEF Facilitator, called the meeting to order at 1:11pm.*

**I. Approval of Minutes**

*MOTION SEF-19-W-13 By Onukwufor*

To approve the meeting minutes from February 8<sup>th</sup>, 2019.

*Second: Ewald*

*Vote: 5-0-0*

*Action: Passed*

**II. Revisions to the Agenda**

Andrews stated that Madeleine Zeiler had already been discussed and awarded funding at the previous meeting.

*MOTION SEF-19-W-14 By Andrews*

Remove Madeleine Zeiler (action item) from the agenda.

*Second: Palmer*

*Vote: 5-0-0*

*Action: Passed*

Andrews asked for committee feedback on adding a payback requirement to SEF policy. Applicants who used SEF funds but did not go to their event would be required to pay a percentage or the full amount of funds used back to SEF.

Raque Vigil stated that exceptions could be made for in cases of severe illness or if there was a family death.

Ikenna Onukwufor said there should be a policy to prevent situations where applicants used funds without going to their conference.

Soumya Ayelasomayajula stated that having a payback policy would encourage applicants to be more responsible with the funds.

Ruth Ewald suggested looking to the university class absence policy to see what would exempt people from the payback requirement.

Vigil also suggested that the committee formalize a policy on the amount of times students are allowed to receive SEF funding.

Andrews requested feedback on policy concerning caps on the number of applicants per conference. Onukwufor said that there would be a maximum number of students that bring back value to Western from a conference.

Ewald suggested awarding decreasing percentages of requested funding for each additional applicant to the same conference. This would discourage students from jumping on a conference bandwagon.

Onukwufor asked what would happen if students were going to the same conference but did not know of other students applying.

Ally Palmer asked if SEF historically had large groups of students apply. Vigil said that the situation for the Social Media Week applicants was unique and that typically no more than three students applied for the same conference.

Ayelasomayajula said that having reduced funding for later applicants would encourage students to apply early which would also help airfare expenses be less.

Palmer said that there should be funding guidelines instead of a hard number of people that are allowed to receive SEF funding.

Vigil said that SEF's goal was to give funding to as many students as possible and asked what should be done if students apply multiple years in a row. Onukwufor said that SEF should focus on students that had not yet received support from the AS.

Ewald stated that students should be able to receive funding again, but should justify why they are seeking SEF funding again.

Palmer suggested adding this to the SEF application.

Andrews suggested having decreasing percentages of funding for each applicant attending the same conference but letting the committee decide on the numbers for each situation.

Ayelasomayajula mentioned that the SEF Facilitator should let applicants know if there are other Western students going to the same conference.

Onukwufor said that applicants should only miss a conference for a significant reason and that it should be up to the committee on what percentage of sanctions to impose.

Onukwufor stated that people are more responsible with spending when they may have to pay the money back. Andrews stated that SEF could charge penalties to student accounts.

Palmer suggested having applicants sign an agreement to be responsible for allocated funds and presenting at the conferences fair in the fall.

Andrews said that by agreeing to SEF policies applicants also agree to the university travel policies listed on travel justification forms. Ayelasomayajula said that even though situations requiring payback occur infrequently, it would be helpful for future SEF committees to have a policy in place.

Committee members discussed the optics of 'free money'. Ayelasomayajula asked how SEF could verify if applicants actually attended a conference.

### **III. Action Items**

### **IV. Information Items**

### **V. Other Business**

*Andrews adjourned this meeting at 2:00pm.*