



Western Washington University Associated Students
AS Student Enhancement Fund Committee
November 8, 2019
VU 460

Board Members: *Present:* Rachel Zamora (AS SEF Coordinator), Nate Jo (AS Business Director), Quynh Trinh (ESC Marketing & Outreach Coordinator, proxy for ESC Assistant Director for Club Logistics), and Travis Felver (AS Club Events Coordinator, proxy for AS Assistant Director for Club Finances)
Absent:
Advisor: Raquel Vigil (Business Manager)
Secretary: Elaine Morado (AS Board Assistant)

Motions:

SEF-19-F-6 Approval of the minutes from November 1, 2019. *Passed.*
SEF-19-F-7 Approval of funding of \$369 to Quentin Jensen. *Passed.*
SEF-19-F-8 Approval of funding of \$563 to Alexis Ayala. *Passed.*

Rachel Zamora, SEF Coordinator, called the meeting to order at 1:04pm.

I. Approval of Minutes

MOTION SEF-19-F-6 *By: Jo*
To approve the minutes from November 1, 2019.

Second: Zamora

Vote: 4-0-0

Action: Passed

II. Revisions to the Agenda

No revisions to the agenda.

III. Information Items

A. Application of Sophie Gabriel

All the applicants in the Information Items section are attending the same event, the AORE-AEE Conference. For reference, the committee had approved another applicant for this event, Ben Crandall, and Zamora will be confirming another applicant for \$275.

Jo stated that Stephen Magnuson, AS Outdoor Center Program Coordinator, would also be in favor funding 50% of the amount needed by this applicant since Sophie Gabriel is also an OC employee.

Zamora mentioned that she is yet to meet with the applicants (Gabriel, Fitzmaurice, and Tully), but would ask them any questions the committee may have.

Due to the strength of Gabriel's application, Jo would be in favor of approving 50% of her funding request with the OC completing the other 50%.

B. Application of Skyler Fitzmaurice

Jo noted that Fitzmaurice and Tully had applications that were not as strong, but they would still be in favor of approving partial funding. Zamora will be meeting with them to gather more information on their funding request in order for the committee to decide how much funding to approve.

C. Application of Alina Tully

See Information Item B.

IV. Action Items

A. Application of Quentin Jensen

Jensen and Ayala (Action Item B) will be attending the same conference, but their budget sheets are different due to Jensen staying an extra day after having booked a cheaper flight that would require him to stay two days. Jo stated that both applicants met the committee's requirements, particularly with their presentation of academic papers that fall within their areas of studies and represent WWU.

MOTION SEF-19-F-7

By: Jo

To approve funding of \$369 to Quentin Jensen.

Second: Zamora

Vote: 4-0-0

Action: Passed

B. Application of Alexia Ayala

MOTION SEF-19-F-8

By: Jo

To approve funding of \$563 to Alexis Ayala.

Second: Zamora

Vote: 4-0-0

Action: Passed

V. Other Business

SEF has approximately \$35,000 to allocate to applicants this year, which if divided evenly among three quarters would be approximately \$11,666. Jo mentioned that combining approved and pending applications, the committee has used about \$9,400, with the approved funding amount being \$2,400. Jo and Zamora asked the committee's thoughts for how funds should be allocated to each quarter. Vigil advised that an equal divide for each quarter might not be the best approach as attendance rates drop and other matters such as graduation, take priority over enhancement opportunities, as the school year progresses. Jo and Zamora brought up that an allocation for each quarter could be thought of as a "goal", so as to not be binding and instead provide some flexibility for the committee to work with. Jo brought up potentially having the following distribution for each quarter: Fall - \$13,000, Winter - \$12,000, and Spring - \$11,000, and the committee expressed support.

Zamora asked the committee whether there were any thoughts on SEF's mission statement. Felver asked what the committee's role would be in interpreting "inclusive success" to prevent it from becoming a buzz-word. Jo and Vigil answered that in the context of this committee, their assessment of applications and approval of funds allows students to take an opportunity that they may not have otherwise been able to experience due to financial constraints, creating greater inclusivity.

Vigil asked the committee whether they should consult the rubric as they are discussing the applications, to assess whether each applicant's funding request satisfies the rubric's requirements. Jo stated that the expectation this year will be that each committee member is consulting the rubric before each meeting and coming to the meetings having already considered whether an application falls within the rubric's requirements, aiding with the efficiency of each meeting. Zamora will now be making this more explicit when she posts the agenda and meeting documents on Teams, also attaching the rubric to remind committee members to refer to it.

Jo announced that they would be at a conference next Friday and would be finding a proxy to attend the meeting in their place.

Zamora adjourned this meeting at 1:38 pm.