



Western Washington University Associated Students
AS Student Enhancement Fund Committee
January 31, 2020
VU 757

Members: *Present:* Rachel Zamora (AS SEF Coordinator), Nate Jo (AS Business Director), Travis Felver (AS Club Events Coordinator, proxy for AS Assistant Director for Club Finances), Daniela Tierra (ESC Cultural Education Coordinator, proxy for ESC Assistant Director for Club Logistics), Sargun Handa (AS Student Senator At-Large)

Absent:

Advisor: Raquel Vigil (Business Manager)

Secretary: Elaine Morado (AS Board Assistant)

Motions:

- SEF-20-W-6** Approval of the minutes from January 24, 2020. *Passed.*
- SEF-20-W-7** Approval of the new SEF Guidelines. *Passed.*
- SEF-20-W-8** Approval of funding for Mary Fitzgerald of \$865. *Passed.*
- SEF-20-W-9** Approval of funding for Katherine Vosburg of \$600. *Passed.*
- SEF-20-W-10** Approval of funding for Soumya Ayelasomayajula of \$1,200. *Passed.*
- SEF-20-W-11** Approval of funding for Yesugen Battsengel of \$1,350. *Passed.*

Rachel Zamora, SEF Coordinator, called the meeting to order at 1:33 pm.

I. Approval of Minutes

MOTION SEF-20-W-6 By: Zamora
To approve the minutes from January 24, 2020.

Second: Jo

Vote: 4-0-1

Action: Passed

II. Revisions to the Agenda

Tierra had notes from Ayelasomayajula regarding SEF's Guidelines on a student only being able to receive funding once a year and about the rubric that the committee would be using to assess whether an applicant meet's SEF's requirements. The committee agreed to hold this discussion under Action Item A, SEF Guidelines.

III. Information Items

IV. Action Items

A) SEF Guidelines

Zamora discussed with the committee the changes to the SEF Rubric, outlining the *preferred* and *required* qualifications that each applicant is assessed for. Jo added that the required criteria are asked for in the paragraph responses each applicant answers and the preferred are to be used to determine a stronger applicant to award funding to in the event of having two equal applications and limited funds.

Zamora stated that the limit of a student only being able to apply once per year, found in the Additional Information of the SEF Funds section, was added in response to a motion passed last quarter by the committee (*MOTION SEF-19-F-13*). Jo added that the rationale behind this limit is to ensure the fund is accessible to as many students as possible and Zamora added that putting a numerical limit would not be practical with the high variation between funding requests from applicants.

Felver asked what could be done with applicants who have already applied and received funding, not knowing that this rule was in place, noting that there is a possibility they would have preferred to apply later in the year for a more significant event. Jo answered that the committee does have discretion over being able to waive certain requirements for special circumstances.

MOTION SEF-20-W-7 By: Jo
To approve the new SEF Guidelines.

Second: Zamora

Vote: 4-0-1

Action: Passed

B) Mary Fitzgerald

Fitzgerald's updated budget sheet reflects a decrease in the price of lodging with the new request being \$865.

Zamora informed the committee that they would now be reviewing applications using a rubric on OneNote, through Teams. Each committee member will be responsible for going over applications before the meetings and determining whether they felt the applicant met each of the three required guidelines (relevance to professional development, relevance to the applicant's field(s) of study at WWU, and that their attendance to the event would bring a positive impact to WWU).

The committee expressed support for funding the applicant especially with Fitzgerald having significantly reduced the funding request using a variety of avenues.

MOTION SEF-20-W-8 By: Jo
To approve \$865 of funding to Mary Fitzgerald.

Second: Tierra

Vote: 4-0-1

Action: Passed

C) Katherine Vosburg

The applicant is asking for \$600 from SEF after receiving funding from both CFPA and Woodring. The committee agreed that Vosburg met the requirements and had a strong application with the event seeming like a great opportunity.

MOTION SEF-20-W-9 By: Felver

To approve \$600 of funding to Katherine Vosburg.

Second: Tierra

Vote: 4-0-1

Action: Passed

D) Soumya Ayelasomayajula

Ayelasomayajula and Battsengel will be attending the same conference, but with distinct budget sheets.

The committee agreed that both applicants had met the requirements and were attending a greatly renowned conference for individuals hoping to go into higher education.

MOTION SEF-20-W-10 By: Jo

To approve \$1,200 of funding to Soumya Ayelasomayajula.

Second: Felver

Vote: 4-0-1

Action: Passed

E) Yesugen Battsengel

MOTION SEF-20-W-11 By: Jo

To approve \$1,350 of funding to Yesugen Battsengel.

Second: Tierra

Vote: 4-0-1

Action: Passed

V. Other Business

Zamora adjourned this meeting at 2:02 pm.