



Western Washington University Associated Students

AS Student Enhancement Fund Committee

February 7, 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), Soumya Ayelasomayajula (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-12 Approval of the minutes from January 31, 2020. *Passed.*

SEF-20-W-13 Approval of funding for Holly Eriksen of up to \$1,670. *Passed.*

Rachel Zamora, SEF Coordinator, called the meeting to order at 1:36 pm.

I. Approval of Minutes

MOTION SEF-20-W-12 By: Zamora
To approve the minutes from January 31, 2020.

Second: Jo

Vote: 4-0-1

Action: Passed

II. Revisions to the Agenda

Zamora informed the committee that Muse Assefa, Information Item A, is still working out a majority of their details. The committee agreed to place them as the last Information Item to go over and they would be discussed if time allowed.

Jo asked that Holly Eriksen, Action Item A, be discussed before the Information Items.

III. Information Items

A. Muse Assefa

The committee will discuss this applicant at a later meeting.

B. Romely Morales

The applicant is attending the Women in Cybersecurity Conference, which is also an AS Club. Morales and another applicant, both club members, are attending this conference but did not approach Activities Council for funding as they are not attending in representation of the club. Zamora stated that they received funding for lodging from their club. The other applicant who is attending this event also applied to SEF but their request was under \$300 so Zamora will be able to independently approve funding. Zamora answered that the difference between the budget requests of the applicants was due to a difference in transportation costs. The committee agreed that Morales had a strong application but they will need an updated budget to know what the final request will be. Zamora will be gathering information on why the costs of transportation differed.

C. Christiane Jones, Bethany Roulston, and Alice Michaelson

All three applicants are attending the same Society of Public Health Education Conference and they all have relevant areas of studies. Zamora noted that all three applicants have different costs for transportation. Zamora will be meeting with the applicants to gather more details, particularly on their dates of travel.

D. Tess Thackray

The applicant is presenting a paper at this biology conference. Another person interested in this conference might be applying to SEF. If so, they would be sharing lodging accommodations, lowering the costs. Zamora will be informing the committee of further details as she receives them.

IV. Action Items

A) Holly Eriksen

Jo informed the committee that there is a high likelihood that DRAC will be partially funding Eriksen, especially since she will not be receiving academic credit and the tour is a great international opportunity, providing exposure to Western. Jo recommended the committee consider funding the applicant independently of the fact that she will receive DRAC funding, such as would be done for an applicant receiving departmental or additional funding. Zamora stated that Eriksen had already paid \$200 out of pocket and will be taking out the cost of food, \$80. There is a payment plan in place, (three payments of \$650 with the possibility of the last payment being reduced with fundraising efforts), and the last recommended payment date is April 15, 2020.

Vigil stated in regards to the new university procedure outlining that the university is unable to pay in advance, instead issuing funding in the form of a reimbursement, that if funding were to be given, it would be sent to a centralized account within the university as the travel occurs, meaning the

reimbursement policy would not be applicable. Vigil supported SEF creating a co-sponsorship with DRAC to fund this student.

Zamora stated that Eriksen met the necessary requirements. The committee deliberated the amount of funding to approve, considering factors such as the international aspect of the tour, the payment plan structure, and the timeliness of Eriksen in applying. Jo proposed the following: approving \$1,670 or the equivalent of 3 payments of \$650 minus \$80 for food expenses and minus the \$200 that Eriksen has already paid out of pocket.

MOTION SEF-20-W-13 By: Jo

To approve up to \$1,670 of funding to Holly Eriksen.

Second: Felver

Vote: 5-0-0

Action: Passed

V. Other Business

Zamora adjourned this meeting at 2:28 pm.