



# AS Finance Council

January 19, 2022    4:00 p.m.    Teams Online

**Members: Present:** Noemi Bueno, Chair (AS Business Director), Glory Busic, Vice Chair (AS President), Brenner Barclay (AS Student Senate President), Naira Gonzales Aranda (ASVP for Diversity), Chelsea Joefield (Resources Rep- ESC), Connor Johnson (Student Senate Representative), Silvia Leija (Resources Rep- SAIRC) **Absent:** Ben Crandall (Activities Rep), Kaylan Rocamora (Central Services Rep)

**Advisor:** Raquel Vigil, Assistant Director for Business Services and Planning

**Secretary:** Samantha Hughes, Viking Union Organization Business Services Program Support

**Guests:** Cindy Monger, VU Administrative Specialist; Susanna Schronen, VU Fiscal Tech

## MOTIONS

**FC-22-W-03**    Approve the minutes of January 12, 2022, with stated amendments. **Passed**

**FC-22-W-04**    Approve the Finance Council Rule of Operations. **Passed**

**Noemi Bueno, chair, called the meeting to order at 4:02 p.m.**

### I. Call to Order

### II. Approval of the Minutes- January 12, 2022

Gonzales Aranda requested a revision that both of her last names are to be used when minutes are recorded. Busic noted that the date on the document needs to be corrected to 2022, as it is now listed as 2021.

*MOTION FC-22-W-03 by Busic*

Approve the minutes of January 12, 2022, with stated amendments

Second: Leija              Vote: 6-0-0              Action: Passed

### III. Revisions to the Agenda

### IV. Public Forum

Gonzales Aranda met with the Fairhaven Dean recently to discuss getting more BIPOC art in Fairhaven. The Dean is interested in art for Fairhaven that reminds us that we are on Indigenous land.

### V. Black Student Demand Updates

Gonzales Aranda and Barclay will be meeting tomorrow (January 20<sup>th</sup>) to discuss starting an internal committee within the Student Senate to get Black student demands met.

Additionally, Gonzales Aranda recently met with the Fairhaven Senator who is also interested in fulfilling that goal. Gonzales Aranda shared that Fairhaven has a diverse faculty and literature, but that other colleges are lacking this same diversity, which is an additional driver to form an internal committee within the Senate. There is talk of starting an Ethnic Studies major. Gonzales Aranda was pleased to find out that the Fairhaven Dean teaches Indigenous literature. Busic shared that she is in an independent study through Education and Social Justice which is looking into Ethnic Studies and the history of it at WWU, in addition to talking to other schools. Bueno and Vigil shared that the Black Student

Coalition have put together their grant proposal. Vigil noted that she is sensitive to the Black Student Coalition feeling as if they are getting the run around from the AS, and that she thought there was an understanding that all proposals for funding began with the Unified Funding Form. She has heard feedback that these processes can be perceived as "... supporting some type of white supremacist process/procedure/policies for getting funds", and that she recognizes that. She asks that the form gets Finance Council the information they need but keep barriers to students low., She wants to help streamline the process and make it easier and more accessible for Students of Color to apply for grants.

## **VI. Action Items**

- A. Finance Council Rule of Operations Doc. 1  
The council ran out of time at the last meeting after their review. There were no changes.

*MOTION FC-22-W-04 by Busic*

Approve the Finance Council Rule of Operations.

Second: Johnson      Vote: 6-0-0      Action: Passed

## **VII. Information Items**

- A. VU Reserves Proposal- Temp Club Position Doc. 2

This document is a Memo sent by Eric Alexander, Executive Director for Student Engagement, concerning the use of VU Reserve Funds to hire a temporary employee in the Club Hub. The Finance Council is being presented this proposal because in the policy for the VU Reserve Funds, it states that any expenditure over \$3,000 must also be approved by the Finance Council. This Memo was partly developed in conversation with Jenn Cook, the Club Activities Manager. The position being requested is a Temporary Club Activities Coordinator, which would be part of the Club Hub staff. This position was requested via the future needs form last year by Cook. Originally, it was hoped that they would have a decision package this year, but because decision packages aren't taking place this year, another way to fulfill this need was necessary. After discussion, it was decided by Alexander that the VU Reserve Fund would be the best place to pull money from, rather than the traditional AS Grant.

Busic asked how many student staff the Club Hub currently has employed. Bueno and Schronen answered that there are currently 3 due to temporary reductions in Club Hub staffing, but traditionally there are 4. Schronen shared that the current student staff positions are the Club Finance Coordinator, Club Events Planning Facilitator, and Club Promotion and Outreach.

Bueno mentioned that Crandall asked what the length of the position is. Vigil and Bueno answered that it is a 6 month position. Bueno also mentioned that Crandall asked why and how are Viking Union Reserve Funds going to an Associated Students position? Vigil answered that although it's called "Viking Union", it's really an AS organizational position. The AS Reserve is made up of AS dollars that goes into the reserve. This reserve is designated as a discretionary reserve that the Executive Director for Student Engagement (Eric Alexander) is able to make decisions about. So this is an AS position, funded by AS reserve dollars.

Vigil also wanted to make the point that according to the Reserve Policy that was agreed upon and approved by the Council, there is already definitions as to what should be

funded in the reserves. From there, the Budget Authority should have the ability to spend those funds appropriately. This particular expense should be brought before the council, but the council shouldn't spend so much time on this and try to pull Alexander into presenting this document. It is more of a consent item. They should look at changing the reserve policy that states that the Finance Council has to approve expenses from this account. Vigil feels that it is not appropriate for the Finance Council to get involved in the day-to-day approval of expenses. This extends to the recent approval of the Outdoor Center's New Equipment Request, which ended up taking extra time to approve when Vigil feels it should have been up to the Fund Financial Managers and the Budget Authorities to spend their allotted amount that was originally granted, and not have to keep going back to the council for approval. Bueno agreed that the reserve policy needs to be revised.

## B. Grant Proposal Rubric

Doc. 3

Bueno presented this AS Funding Proposal Rubric from last year, which was last updated March 2020. She invited the council to give feedback on potential updates. Bueno mentioned that mission statement under "AS & WWU Mission" may be in need of updating, and that it is unclear how applicable it is for use in proposals. Bueno also brought up that under "Office Mission", that she is unsure if every office has a mission. Leija noted that the mission is important because many of the staff around campus are students, and the mission ensures that students know why they are working in the office they are in, as well as ensures that whatever they are asking for within their funding proposal is for the good of the students that they are serving within their office.

Busic said that under the "AS & WWU Mission" section, that the AS and WWU may not always necessarily have the same mission, or may have varying priorities. Vigil agreed that their overall mission statements may not always align, but that they shouldn't be all that different. Bueno mentioned that providing a hyperlink in the document to the AS mission statement and the WWU mission statement would be beneficial. Vigil and Busic agreed. Busic also suggested the possibility making a new row with the AS Mission and WWU mission separated.

Bueno mentioned that although the clause about Equity and Inclusion is mentioned in the Grant Proposal Rubric, it is not mentioned in AS Grant Proposal Template, which felt performative. Bueno said that if it is in the rubric, it should be in the template so that it is considered within the proposals. Vigil said that the Finance Council strongly values equity and inclusion, so the template should be updated to include a section where people would purposefully address equity and inclusion in their proposal. Leija brought up a concern about how or who would determine that their funding is actually going to inclusion and equity, and if that is measurable. Vigil answered that she feels we have not purposefully used the rubric and template together in such a way that we can answer that question, so at this point it would need to be a work in progress on how exactly this would be measured.

Vigil said she would propose an edit under impact. Looking at column (3), (2), and (1), they are all inconsistent in describing Western Students, and Vigil made the point that we should be consistent in our language.

Gonzales Aranda said that under "Equity and Inclusion", we should say that the proposal demonstrates a strong and long commitment to equity and inclusion, or come up

with some way to distinguish between “strong” commitment and “some” commitment. Perhaps including the words “strong and sustainable commitment”.

C. FY'23 Budget Process

Doc. 4

The FY23 Budget Process document was reviewed.

**VIII. Other Business**

**A. Prep work for the next meeting**

Review the Grant Proposal Rubric and AS Grant Proposal Template and add suggestions for edits. Additionally, the monthly financial reports are posted in the file section of the Finance Council Teams.

**IX. Adjourn**

***The Meeting was adjourned at 5:32 p.m.***