



**Western Washington University Associated Students
Sustainability, Equity, & Justice Fund Meeting
Minutes**

November 01, 2022, 4:00 PM

Attendees:

Committee Members: Seb Genge (ASVP for Sustainability), Zinta Lucans (Sustainability, Equity, & Justice Fund Coordinator), Lindsey MacDonald (Sustainability Engagement Institute Associate Director), Anna Phippen (Sustainability, Equity, & Justice Ambassador), Keegan Curry (At Large Student), Natalie Harris (Environmental Justice Programming Coordinator), Ted Tarricone (At Large Student), Jenna Moreno (At Large Student), Amanda Cambre (Campus Utility Manager), Sophie Snyder (ASVP for Student Services).

Guests: Froylán Sifuentes (Professor).

Staff and Assistants: Casey Hayden (Assistant Director for Student Activities), Lily Van Mullem (Student Governance Assistant Secretary).

Motions:

SEJF-22-F-1 Approval of the October 18, 2022 Minutes. *Passed.*

Seb Genge, Committee Chair, called the meeting to order at 4:02 PM

I. CONSENT ITEMS

- a. Approval of the Minutes

MOTION SEJF-21-F- Approval of the October 18, 2022 Minutes

Motion by Genge

To Approve Minutes from October 18, 2022, Meeting

Second: Tarricone

Motion [passed] 7-0-1

II. REVISIONS TO THE AGENDA

None

III. PUBLIC FORUM

None

IV. INFORMATION ITEMS

- a. **Seb Genge** – Introduction 15 minutes
 - a. Committee Members Introductions
 - b. Approval of October 18, 2022 Minutes
- b. **Zinta Lucans** – [SEJF FY 2023 Budget](#) 26 minutes
 - a. Zinta Lucans said that the fiscal year begins on July 1st and ends on June 30th.
 - b. Keegan Curry asked why there was half a million dollars rolling over from 2022, and what efforts were being made to increase student awareness of the fund. Zinta Lucans responded that since 2020 there have been less project proposals submitted in comparison to prior years because of the COVID-19 pandemic. There should always be a buffer of money in the account in case last-minute projects come through, but it is unusual and unfavorable to begin the year with half a million dollars. Zinta Lucans and Anna Phippen, in managing the SEJF program, conducted active outreach to students this quarter, resulting in increased student interest.
 - c. Keegan Curry asked what the year-end balance of the SEJF for the years 2019 and 2018 was. Zinta Lucans responded that before the COVID-19 pandemic, about twenty projects were approved on a yearly basis. During the pandemic years, 2020 and 2021, only about five projects were approved each year, resulting in a larger pool of money left over at the end of the fiscal year.
 - d. Keegan Curry asked if the old SEJF budgets are available in the SEJF Microsoft Teams. Zinta Lucans responded that the budgets would be in the Associated Students archives, and that old budgets could be brought to the next meeting.
 - e. Ted Tarricone asked who the two hourly student workers listed in the budget are. Zinta Lucans responded that SEJF currently has one student worker: Anna Phippens, the Student Ambassador for SEJF. The budget approved last summer estimated a need for two student ambassadors, but the program decided to only have one student ambassador, due to the current number of project proposals. The SEJF committee holds the responsibility to decide if another student ambassador is needed.
 - f. Amanda Cambre asked who sets the wages for student hourly staff. Zinta Lucans responded that the Associated Students sets the hourly wage for SEJF Student Ambassadors. The salary and benefits for permanent staff are set by a union.

Casey Hayden corrected Zinta Lucans, saying the Associated Students does not set the SEJF Student Ambassador wage. The hourly wage for SEJF student employees is likely set to be comparable to the Associated Students hourly wages. Amanda Cambre poses the question, has the student hourly wage been adjusted in the recent past? Is there an equity consideration for the living wage rate?

- g. Ted Tarricone stated that two-thirds of campus energy use comes from the steam plant. He wondered if research could be done into reputable, effective carbon offset strategies such as a natural gas plant. Amanda Cambre said there was a lot of consideration into what was durable, additive, meaningful, and local as far as offsets go for the steam plant. What was Western's role in offsets versus directly offsetting the energy usage on site through the use of an anaerobic digester, for example? Efforts must be student led. Seb Genge said that the surplus of money in the SEJF could be invested in renewable energy, or other things related to the SEJF mission. Seb Genge will reach out to Brian Burton, the VP for Academic Affairs, to ask about investing the surplus funds in the SEJF account.
- h. Ted Tarricone asked about the formalized marketing strategy to teach students about the SEJF and are students aware the fund is half a million dollars? Zinta Lucans explained the marketing strategy. Faculty and staff were emailed information to share with their students. On a weekly basis, tabling events occurred in the Red Square and Viking Union. During the fall quarter about 15-20 "class raps" engaged students with SEJF. Class raps are classroom presentations with time for students to ask questions about the fund. Zinta Lucans facilitated and co-taught multiple classes focused on completing and submitting an SEJF proposal, such as the Business and Sustainability Capstone. The Business and Sustainability Capstone, and similar classes, allowed students to have more equitable access to SEJF money because students often did not have adequate time to complete their proposal and students got compensation for their work in the class, through independent study credits and internships. More projects came in through classes like the Business and Sustainability Capstone. Most of the classes that brought in projects were active in the environmental studies and science programs. Anna Phippen said outreach was ramping up after COVID. There used to be an SEJF Showcase that featured past projects and acted as a marketing tool for students. Zinta Lucans said that posting a lot on Instagram catches student attention. She made sure students knew that SEJF had half a million dollars. During outreach she would ask students to dream big for their projects and take advantage of the fund.
- i. Casey Hayden asked for clarity on who "Classified Staff" and "Administrative Staff" are, as written in the budget. Zinta Lucans explained that her salary was 100% covered by the SEJF. Lindsey MacDonald's, Associate Director of the

Sustainability Engagement Institute (SEI), project description included 20% of SEJF related work, so 20% of her salary came from the SEJF. Linda Sterling's, SEI Coordinator, handles the SEJF budget. 10% of her salary came from SEJF. Grace Wang, the SEI Director, is no longer related to SEJF, so she was not paid any money from SEJF.

- c. **Seb Genge** – [Charge and Charter](#) & [Rules of Operation](#) 14 minutes
- a. Seb Genge stated that the Rules of Operation were passed by the ASWWU Executive Board on October 27th, 2022.
 - b. Keegan Curry asked Seb Genge to further explain his idea about investing SEJF funds. Seb Genge responded that he didn't know what kind of bank account SEJF money was in. Brian Burton should be able to explain what investment options are for potentially investing money into an Environmental, Social, and Governance (ESG) fund. Keegan Curry asked if the student body would need to vote to approve the investment of SEJF money. How would students feel about their money being invested? Zinta Lucans said that fee language is brought to vote every 4-5 years. The SEJF fee is not up for a vote until 2026. If the SEJF Committee wanted to make a change to the fee, it would be brought up as a referendum for the student body, which the committee would first vote on.
 - c. Seb Genge said minutes are approved by the committee at each meeting for accountability purposes.

V. ACTION ITEMS

None

VI. REPORTS

None

VII. OTHER BUSINESS

- a. Next Meeting November 15, 2022, at 4:00 PM in VU 460
- b. Casey Hayden asked what past years spending on printing was. The 2023 budget allocates three thousand dollars for printing needs, this is a surprising amount of money.

Seb Genge, Committee Chair, adjourned the meeting at 4:58 PM