



# Western Washington University Associated Students Executive Board Meeting Minutes

October 19, 2023

5:30 p.m.

VU 567/You Tube Live

Present: Keara Ryan, Gabe Wong, Erin Godwin, Morgan Whitt, Liam Pratt

Absent: Sophie Snyder

Advisor: Adam Lorio

Secretary: Rachel Kleffman

Guests: Melynda Huskey, Mallory Schaeftbauer

## MOTIONS

<b>ASB-23-F-12</b>	To Table AS VP for Student Services report. Passed
<b>ASB-23-F-13</b>	To approve the Activities Council Charge & Charter with appropriate changes to section 1. And section 7. Passed
<b>ASB-23-F-14</b>	To approve Legislative Affairs Council Charge & Charter with appropriate changes to sections I, II, V, and VI. Passed

**Call to Order:** Keara Ryan, chair, called the meeting to order at 5:31 p.m.

## I. REVISIONS TO THE AGENDA

<b>MOTION:</b> To table AS VP for Student Services report for Sophie Snyder		
<b>Motion Made By:</b> Ryan	<b>Second:</b> Godwin	SB-23-F-12
<b>Vote Count:</b> Aye: 4 Nay: 0 Abstain: 0		<b>Action Result:</b> Passed

## II. CONSENT ITEMS *(subject to immediate action)*

None.

- a. Approval of the Minutes from previous meetings

None.

## III. PUBLIC FORUM *(comments from students and the community)*

GABE WONG ENTERS

## IV. OFFICER REPORTS

- a. Chair Report

5 minutes Ryan

- Keara Ryan reported that the Vice President (VP) for activities role has not been filled. Due to this vacancy, Ryan is currently chairing the Activities Council. She detailed some of the large expenditures amounting to nearly \$4,000 for clubs within the past two weeks. The requests extend back into the summer term. Since the Council had spent about half of their budget, they decided to no longer fund food for meetings. Recently, they gave \$646 to the WWU Climbing Crew, \$600 to Western Orchestra Players, and \$280 to the Circus club.
- b. Vice President Report 5 minutes Pratt
  - Pratt discussed the SEJF committee seats, including one more application to fill at large seats. The first SEJF meeting would be two weeks from October 19<sup>th</sup>, 2023. He discussed university infrastructure issues, noting the efforts with facilities to handle them. Pratt explored the topic of public transportation being utilized more during the 2023-2024 academic year than within the last 7 years, which has resulted in a strain on WTA. A proposed solution would be more available transportation, such as bikes available at dorms.
- c. Vice President Report 5 minutes Snyder
  - Tabled due to absence.
- d. Vice President Report 5 minutes Whitt
  - Whitt reached out to spend time with various offices and clubs on campus in effort to connect with the student body. The senators have been collaborating for making ADEI spaces for students.
- e. Advisor Report 5 minutes Ryan
  - i. Lorio reported that current documents being utilized are being reformatted and refreshed for ease of use. Scheduling is being organized to ensure regular meeting times for Executive Board members with their Advisor.

V. INFORMATION ITEMS- Guests\*

- a. ASWWU Charter 10 minutes (Doc 1) Ryan
  - Melynda Huskey introduced the possibility of establishing a new charter for Associated Students (AS) Student Government. The most recent charter, executed by Bruce Shepard, no longer accurately represented the makeup of the Student Senate and Executive Board. A drafted charter circulated in the previous academic year. President Sabah felt urgency about making sure shared governance is up to date and accurately represents current roles. When drafting is finished, the Executive Board will attend a ceremonial signing for the finalization of the ASWWU Charter.
  - Godwin inquired about the negotiation timeline for the Charter document. Huskey said that the Board could read the drafted charter, make notes, and come back to discuss further when ready. Huskey anticipates submitting a revised draft to the Board of Trustee's meeting in December.

MELYNDA HUSKEY EXITS 6:12

- b. Committee Council Charge & Charter 10 minutes (Doc 2) Ryan

- Ryan presented the difficulty of the current disarray of committees, mentioning the possible revamp of the Committees Council. The Council only had three voting members, as they got rid of Students-at-Large. The council was previously approved in 2021, but never functioned as an active council. This was partly due to the Executive Board from the previous academic year not liking that the Council was limiting the Board's power since the Board wanted to be the sole body that reviewed committee applicants. Wong brought up the slim amount of voting members, saying that the individuals couldn't be in the same room together because it would constitute as an official meeting. After this realization, it was then suggested that the Council could be a task force instead, taking on less formality. Ryan agrees that the Council should move forward as a task force with no voting and non-voting members. As a task force, the members would review and verify committee applications.

#### MALORIE SCHAEFBAUER EXITS

#### VI. ACTION ITEMS – Guests

None presented.

#### VII. PERSONNEL ITEMS (subject to immediate action)

None presented.

#### VIII. INFORMATION ITEMS - Board\*

None presented.

#### IX. Action Items- Board\*

- a. Activities Council Charge & Charter 5 minutes (Doc 3) Ryan
  - Ryan discussed the Activities Council membership, detailing that Students-at-Large were removed after the Council struggled with attendance. With adjustments to the Voting Membership, there is hope that the Council can meet quorum and start voting after it had to be pushed back a couple of weeks. Since meetings were delayed, students needed assistance and didn't have access to the necessary help. The task of recognizing AS clubs and name changes has now been given to the AS Club Program Advisor and the Large Event Opportunity Fund was removed. Last portion of Section VII. FUNDING in the Charge & Charter that reads "by the AS Executive Board" will be removed. Godwin pointed out that the last bullet in Section I. CHARGE needed rewording to include the possibility of denial of the decision. Last bullet of Section I. CHARGE to be reworded to "... to confirm or deny the decision."
  - Wong proposed language:
    - o Section I. Charge: "In the case of a club being denied authorization from the AS Clubs Programs Advisor, the council shall vote to confirm or deny the decision."

- Section VII. Funding: “It shall be the purview of this council, in addition to normal AS budgeting procedures and subject to the regular review process, to allocate funding to student groups for events not budgeted elsewhere.”

<b>MOTION:</b> To approve the Activities Council Charge & Charter with appropriate changes to Section I and Section VII.			
<b>Motion Made By:</b> Wong	<b>Second:</b> Pratt	SB-23-F-13	
<b>Vote Count:</b> Aye: 5 Nay: 0 Abstain: 0		<b>Action Result:</b> <b>Passed</b>	

- b. Legislative Affairs Council Charge & Charter 5 minutes (Doc 4) Godwin
  - Godwin shared that a Senator has been appointed for the Legislative Affairs Council. There is a continuous search for a grad student, and two Students at Large had been interviewed. Both individuals from the Office of Civic Engagement aren't Voting Members. Godwin discussed adding in a line clarifying the purpose and role of non-voting members within the council. They suggested the clarifying language of “The purpose of non-voting members is to assist and advise the council to fulfill its charge and charter. they shall not participate in the decision-making process of the council’s affairs.” Godwin added in additional clarifying language about the duration of a term saying, “committee membership should begin on the date of appointment until the last day of the Spring Quarter of the specified academic year.” For clarification on how Student Staff Representatives get onto the committee, Godwin provided the wording “The Student Staff Representatives shall be appointed by relevant program or department permanent staff leaders.” Ryan wasn't comfortable moving forward until there was confirmation of specific staff, not just verbal communication about the council.
  - Proposed language:
    - Article 2 Membership:  
Section 1: “Student Staff Representatives shall be appointed by relevant program or department, permanent staff leaders. Committee membership shall begin on the date of appointment until the last day of Spring Quarter of the specified academic year. The purpose of non-voting membership is to assist and advise the council to fulfill its charge and charter, they shall not participate in the decision-making process of the council’s affairs.”
    - Section 5 Voting: In order for a motion to pass, it must obtain a majority of the legal votes cast. An abstention shall not count as a legal vote cast.
    - Article 6 Quorum: The council shall be in session when a majority of the voting membership is seated (7).

<b>MOTION:</b> To approve the Legislative Affairs Council Charge & Charter with appropriate changes to section I, II, V, and VI.			
<b>Motion Made</b> <b>By:</b> Ryan	<b>Second:</b> Pratt	SB-23-F-14	
<b>Vote Count:</b> Aye: 5 Nay: 0 Abstain: 0		<b>Action Result:</b> <b>Passed</b>	

X. Other Business

None.

Adjourn: *The Meeting was adjourned at 7:02 p.m.*