



ASWWU EXECUTIVE BOARD MEETING

Documents for:

April 4th, 2024 | 5:30 PM | VU 567, TEAMS
Town Hall

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Western Washington University Associated Students Executive Board Meeting Minutes

February 22nd, 2024 5:30 p.m. VU 567/Teams Town Hall

Present: Keara Ryan, Gabe Wong, Erin Godwin, Liam Pratt, Sophie Snyder, Sebastian Mayotte

Absent: Morgan Whitt

Advisor: Adam Lorio

Secretary: Nely Vasquez

Guests: Mallory Schaeftbauer

MOTIONS

ASB-24-W-50	To Table Whitt’s Vice President Report
ASB-24-W-51	To Approve Consent Items with Stated Amendments
ASB-24-W-52	To Add 10 Minutes to the Constitution Information Item
ASB-24-W-53	To Refer Ceasefire Resolution for Consideration to the Student Senate

Call to Order: Keara Ryan, chair, called the meeting to order at 5:37 p.m.

I. REVISIONS TO THE AGENDA

MOTION: To Table Whitt’s Vice President Report		
Motion Made By: Ryan	Second: Godwin	ASB-24-W-50
Vote Count: Aye: 6 Nay: 0 Abstain: 0		Action Result: Passed

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

- a. Adjust minutes from February 8th, 2024.
 - i. Capitalize Whitt’s name.
 - ii. Place Wong’s VP report under her name.
- b. Committee Appointments
 - i. Mallory Schaeftbauer explained why the candidates qualify for the committee.

MOTION: To Approve Consent Items with Stated Amendments		
Motion Made By: Pratt	Second: Godwin	ASB-24-W-51
Vote Count:		Action Result:

Aye: 6 Nay: 0 Abstain: 0	Passed
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III. PUBLIC FORUM (*comments from students and the community*)

None.

IV. OFFICER REPORTS

- a. Chair Report 5 minutes Ryan
 - i. Ryan informed the Executive Board
 - 1. The foundation has raised \$27,000 for the food pantry.
 - 2. She attended lobby day, and it was successful.
 - 3. There will be limited time to meet with people because of a busy schedule.

- b. Vice President Report 5 minutes Wong
 - i. Student Senator Ella Byerly resigned.
 - ii. Zoe Absalonson has been appointed as the CSE Student Senator.
 - iii. Rules of parli pro have been finalized.
 - iv. Lauren Johnson will replace Matt Condon for the Elections Advisory Committee.
 - v. The Faculty Senate Academic Coordinating Commission now has a full slate of student representatives.
 - vi. Continuing to work on the Bylaws with the Bylaws working group.
 - vii. Attended Western's Intersectional Lobby Day.

- c. Vice President Report 5 minutes Snyder
 - i. Reiterated the situation concerning the dining halls.
 - ii. The Elections Advisory Committee has 2-3 meetings remaining.
 - iii. The Student Publications Committee is working on their 2025 budget.
 - iv. Working on getting funding by DRACS for Transportation Committee.
 - v. Will work on marketing surrounding how to vote in the upcoming election.

- d. Advisor Report 5 minutes Ryan
 - i. Lorio summarized an email he sent out earlier in the day regarding some info items.

V. INFORMATION ITEMS- Guests*

None presented.

VI. ACTION ITEMS – Guests

None presented.

VII. PERSONNEL ITEMS (subject to immediate action)

None presented.

VIII. INFORMATION ITEMS - Board*

a. Consitution

20 minutes (Doc 2) Ryan

- i. Ryan covered changes made to the constitution.
 - 1. Updated some words in the preamble section.
 - 2. Removed a section about programs and activities since it's not mentioned anywhere else.
 - 3. On page 2, there were structural changes made that removed the Student Senate President from Executive and added in a position called "Vice President for University Operations" to address the lack of student involvement within this section.
 - 4. In "Section B – Permanent Bodies," the biggest change was the addition of a new body called either the "Conference Committee" or the "Governance Review Taskforce."
 - 5. Formulated an official opinion of the Executive Board through a resolution with consent of the Conference Committee.
 - 6. Added "Conference Committee" to "with the consent of the" in "Section A – Bylaws."
 - 7. In "Section C – ASWWU Executive Board," Ryan added everyone's job titles and areas that they cover.
- ii. Wong brought up their concern regarding their lack of voting power in the Student Senate. Godwin said it would be a good idea if the Student Senate President had that power.

MOTION: To Add 10 Minutes to the Constitution Information Item		
Motion Made By: Pratt	Second: Godwin	ASB-24-W-52
Vote Count: Aye: 6 Nay: 0 Abstain: 0		Action Result: Passed

b. Conference Committee Charge & Charter

10 minutes (Doc 3) Ryan

- i. Ryan presented a draft of the Conference Committee Charge & Charter.
 - 1. She would like an opinion on whether a possible third member from the Student Senate and Executive Board should be someone that is appointed, a rotating member(s), or be appointed for periods of time.

IX. Action Items- Board*

X. Other Business

- a. Wong would like to refer the Ceasefire Resolution for consideration to the Student Senate.
- b. Godwin would like for someone to join them for a meeting with Joe Timmons.

MOTION: To Refer Ceasefire Resolution for Consideration to the Student Senate		
Motion Made By: Wong	Second: Godwin	ASB-24-W-53
Vote Count: Aye: 6 Nay: 0 Abstain: 0		Action Result: Passed

Adjourn: *The Meeting was adjourned at 6:45 p.m.*



Western Washington University Associated Students Executive Board Meeting Minutes

February 29th, 2024 5:30 p.m. VU 567/Teams Town Hall

Present: Keara Ryan, Gabe Wong, Erin Godwin, Morgan Whitt, Liam Pratt, Sophie Snyder, Sebastian Mayotte

Absent: None
Advisor: Adam Lorio
Secretary: Rachel Kleffman
Guests: Mallory Schaeftbauer

MOTIONS

ASB-24-W-54	To Move Ramadan Resolution to an Information Item
ASB-24-W-55	To Approve Consent Items with Stated Amendments

Call to Order: Keara Ryan, chair, called the meeting to order at 5:56 p.m.

I. REVISIONS TO THE AGENDA

- a. Move Ramadan resolution to an Information Item

MOTION: To Move Ramadan Resolution to an Information Item		
Motion Made By: Ryan	Second: Pratt	ASB-24-W-54
Vote Count: Aye: 7 Nay: 0 Abstain: 0		Action Result: Passed

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

- a. Committee Appointments 5 minutes Ryan
 - i. First Applicant
 - o Applying to be a Student-At-Large for the Activities Council.
 - o Currently the Ethics Board Coordinator that is passionate about funding clubs.
 - o Can bring in experience from other committees within the AS.
 - o Sophomore political science major.
 - ii. Second Applicant
 - o Applying for Student-At-Large position for the Elections Advisory Committee.

- Was previously working with the Elections Advisory Committee as a senator and wants to return to continue working with the committee.
- Ryan: Can you share what committee the first applicant is on?
- Schaeftbauer: They're also on the Academic Grievance Board.

MOTION: To Approve Consent Items with Stated Amendments			
Motion Made By: Pratt	Second: Mayotte	ASB-24-W-55	
Vote Count: Aye: 7 Nay: 0 Abstain: 0		Action Result: Passed	

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

None.

IV. OFFICER REPORTS

- a. Chair Report 5 minutes Ryan
 - i. On Monday, Ryan, Pratt, and two student senators met with faculty from Fairhaven, the manager the farm, and a few people who work on the farm for updates on what's been going on with the Outback Farm.
 - They were discussing the funding route for the Outback Farm.
 - There are different routes possible with funding, especially since the farm sits in an area between the Student Senate and Executive Board.
 - ii. Ryan met with Wong, Godwin, and Dacey Durbin to talk about the constitution, which was the first informal meeting of the Conference Committee.
 - A final version has been agreed upon that needs to be passed next week for it to be on the student government elections.
 - iii. If current Board members are planning on running for a Student Government position again, do not engage in advertising.

- b. Vice President Report 5 minutes Godwin
 - i. Western Intersectional Lobby Day happened last Monday on February 18th and 19th.
 - 55 people participated in 40 meetings, not including the organizers.
 - Students went to meetings with legislators, committee meetings, and to get their professional portraits taken in front of the Capitol.
 - The agenda's length and variety of options got good feedback.
 - People outside of the AS said that students were well prepared and well trained for WILD.
 - The Washington Student Association said Western's students had the most training, preparation, and knowledge.
 - Godwin is doing a debrief on what went well, what could have gone better, and any possible changes for next year.

- c. Vice President Report 5 minutes Mayotte
- i. Last meeting of this week was Rec Center Advisory Group.
 - o This was the first meeting of the year to plan funding.
 - o Discussing asking for 4% increase for student fees for Rec Center, which would be about \$5 per student.
 - o This increase would go toward student employee wage increases.
 - ii. The Student Union Advisory Group is working on the Viking Union and what it means to students.
 - o Trying to revitalize it as an active community space, which includes turning the arcade area into a community living lounge.
 - iii. Activities Council took \$2000 out of the grants for travel, which has led to improvements within the council.
 - o Ryan: Do you know if the Rec Center fee is a separate fee or is it taken out of S&A fee?
 - o Mayotte: They're separate fees.

- d. Vice President Report 5 minutes Pratt
- i. On February 27th, there was a Sustainability, Equity, & Justice Fund (SEJF) meeting where the committee voted on five projects.
 - o The committee approved:
 - a. The Sustainable Lab Certification Program. \$13,000 to provide research labs with the means to conduct their research in sustainable ways.
 - b. The Western Worn Community Closet. \$5,000 grant to act as a closet for students that need more basic clothing that Western doesn't currently offer in the Career Closet.
 - c. Urban Farm Project. \$139,000 to acquire and operate the City Sprouts Farm on behalf of Western.
 - ii. The President's Sustainability Council is continuing to work on the Sustainability Action Plan.
 - o Since it has only been Pratt and another AS representative working on the action plan, they are going to add a preface saying there hasn't been meaningful student involvement so that it's not misrepresentative of the student body.
 - iii. A student that works for the Sustainability Engagement Institute approached Pratt with an idea to create a Western Student Sustainability Coalition.
 - o This Coalition would fall under Pratt's position and the SEI. They would act as facilitators for this group.
 - o Ryan: If the coalition is going to be under your position, it would normally be chartered through the AS. If that does happen, I would prefer it to be a chartered task force, council, or committee so it is physically chartered through the AS.

- Pratt: It will either be launched under my position or through the OCE. Either way, with it being an AS organization, there will be guiding documents.

- e. Vice President Report 5 minutes Whitt
- i. Whitt checked in with the ADEI Unit.
 - The ADEI Unit changed to the center’s leadership team, which is housed under the MCCC, the DAC, the LGBTQ Center, and the Undocumented Resource Center.
 - Whitt will be helping with student involvement and working to up attendance for all the events.
 - ii. Whitt has a meeting with the Social Justice Equity Committee on May 1st.
 - The committee met once or twice last quarter.
 - They will be going over co-coordinators for the spring quarter, if they’re going to run a Social Justice and Equity festival, and possible allocation of more money to the grant fund.
 - iii. Last week, Whitt had a meeting with the OCE and Blue Group for voting resources for Western’s students that are undocumented. The OCE said they don’t have a ton of resources for students during elections, which is something that Whitt wants to implement.
 - iv. Whitt had a connection with the Dean for the Environmental Studies College.
 - v. They talked about getting involved with their diversity coordinator to discuss diversity programs for next year.
 - vi. Whitt has also been working on the Immigration Advisory Board Resolution.

- f. Advisor Report 5 minutes Ryan
- i. The Elections Advisory Committee is working on elections code for both governing bodies. They will have those documents ready so that the board can start on elections outreach.
 - ii. Looking to bring elections numbers up and voter engagement numbers up on campus.
 - iii. Lorio is continuing to work on updating job descriptions, so people know what positions they’re running for.
 - iv. There was a process update meeting about revisiting budgets and reducing budgets. Once revised to align with available resources, these budgets will go to finance council. Our updated deadline has been pushed back to March 18th.

V. INFORMATION ITEMS- Guests*

None presented.

VI. ACTION ITEMS – Guests

None presented.

VII. PERSONNEL ITEMS (subject to immediate action)

None presented.

VIII. INFORMATION ITEMS - Board*

- a. Student Trustee Selection Committee 5 minutes (Doc 1) Ryan
 - i. Within this position, you can't be Student Trustee and an elected official at the same time.
 - ii. Ryan will be leading the Student Trustee Selection Committee with a student president and a few other people.
 - iii. The committee chooses 3-5 students that are forwarded to Governor's Office for selection.
 - iv. Ryan is working with the President's Office for outreach.
 - o She will be going to open talks and doing class visits with the Student Trustee.
 - o Ryan recommends talking to Max Stone, the current Student Trustee, if a student has interest in the position.

IX. Action Items- Board*

- a. Ramadan Accommodations Resolution 10 minutes (Doc 2) Wong
 - i. Wong changed the date to say, "around March 10th."
 - ii. There is an added statement about residential dining halls not being open before sunrise for the second half of Ramadan and not having regular dinner service for the entirety of Ramadan.
 - iii. Added encouraging Muslim students to reach out to their instructors in spring quarter since Ramadan doesn't end until a few weeks into the quarter.
 - iv. Added in an ask, requesting that dining services accommodate Ramadan, including full food services hours before sunrise and after sunset.
 - o A concern is that that it would require more student workers and could result in food waste.
 - o Could think about possible to-go options since the sun rises so early.
 - v. Snyder: have you reached out to the head of dining services to ask about this? Is there a deadline we would need this passed by?
 - o Ryan: Ramadan starts on March 10th, which is a quick turnaround for this ask. Asking for to-go containers doesn't work for the morning. An inquiry I've made is students getting prepackaged meals for the following morning.
 - vi. Wong: I would still push for the extended hours and mention to-go containers because I'm imposed to negotiating yourself down when you know extension of hours is a good thing.
 - o Ryan: If we're doing that, would it be possible to put the ask, "this year and future years" that way we're not just asking this now, but it's expected in the following years?
 - o Snyder: Next week I'm supposed to go to a listening session with Chartwells, but I feel like reaching out to the head of dining services directly would be beneficial if we need this faster.

- Ryan: Bringing it up at the listening session would be good because we could get more ears on it. I'm also meeting with Melynda Huskey on March 5th to talk about it.

X. Other Business

None.

Adjourn: *The Meeting was adjourned at 6:45 p.m.*

ASWWU Report to WWU Board of Trustees

April 11th, 2024

Presented by Keara Ryan, AS President

Dear Trustees,

I am grateful for the opportunity to provide an update from the Associated Student Government as we transition from the Winter Quarter to the Spring Quarter. As we approach the end of the academic year, we are preparing for the upcoming student government elections and reflecting on our recent accomplishments and initiatives.

Governing Documents

At the beginning of 2024, the AS Student Government Charter was updated, which has been important in ensuring student government documents align with practices. These updates have necessitated corresponding revisions to the ASWWU Constitution. I am pleased to announce that both the AS Executive Board and the Student Senate have approved an edited Constitution, which will be included in the Spring Election Ballot (official language for the ballot questions is pending).

The key updates include:

- **Removal of the Senate President from the Executive Board:** This adjustment is a crucial step towards achieving operational bicameral legislature, a goal pursued by numerous past student governments with the establishment of the Student Senate. The work on the student government structure does not end here. I am certain that the work accomplished this year will set up future student governments to create a structure that best represents and reflects the needs of students.
- **Creation of the AS Vice President for University Operations:** This new position will collaborate with university divisions such as Communications, Business & Financial Affairs, and the Foundation & Alumni Association. These are parts of the university student government does not have a strong connection with or is done so solely through a sustainability lens, limiting our potential for collaboration. We hope this role will facilitate more effective engagement between student government and these critical parts of the university.
 - If this addition in the Constitution passes, it will be the work of the next student government to fill this position through appointment in the Summer or a special election in the Fall.
- **Establishment of a Conference Committee:** This committee will ensure joint governance by resolving disputes between bodies and assisting in the editing and creation of governing documents. Comprised of the Chair and Vice Chair of each body, no single entity will have sole governance over this committee.

I am thankful for all the work of my colleagues that has ensured these important changes have been made. I would like to extend special recognition to Gabe Wong, President of the Student Senate, whose leadership and collaboration has been instrumental in this process.

Spring Elections

I am pleased to announce that the Spring Elections will commence shortly. The candidate filing period for all positions opened on March 23rd and will close on April 21st. Student Government has been collaborating with the Elections Coordinator and the Associated Students Office of Civic Engagement to promote both candidate filing and voting. Our aim is to ensure that no position remains uncontested (a scenario unprecedented for the AS President position in recent years) and to increase voter turnout. I am grateful for the diligent efforts of our Student Senators and Student Government Advisors in fostering broad engagement in the Spring Election.

As many of us are aware, student government at our university and across the state has suffered from a significant decrease in voting participation over the past decade. I ask that if you have any idea or opportunity to promote voter turnout in the Spring Election, please let me know. Your insights and contributions are essential as we strive to enhance student engagement and representation within our university community.

Thank you for your continued support of the ASWWU Student Government.

Keara Ryan
President, ASWWU Student Government

4/3/25 ASWWU Senate FY25 Budget Update Summary:

Presented by Adam Lorio, AS Gov Advisor.

ASWWU programs including ASWWU Government have been asked to revise/resubmit FY25 budget requests that are no more than 12% increase from what was approved/allocated for FY24.

The budget originally submitted AS Gov for FY25 that was shared previously was an approx. 55% increase from FY24 to budget for full weekly hours capacity for both AS Senate and AS Exec Board.

Full budget FY25 request for Exec Board: (Total AS Gov FY24+55%)

AS President: 25 hrs/week

For each of 6 VPs (projects passage of Constitution update): 19 hrs/week (w/Add hrs for ASVPGA planning Lobby Day)

1 SGA (Exec Board) 15 hrs/week

3 SGAs – Committees 15 hrs/week

Includes training time, limited intersession work and planning time during summer.

Total Exec Board FY25 Request: \$151,243

FY24 Allocation +12% Budget for Exec Board:

AS President: 17 hrs/week

For each of 6 VPs (projects passage of Constitution update): 11 hrs/week (w/Add hrs for ASVPGA planning Lobby Day)

1 SGA (Exec Board) 11 hrs/week

3 SGAs – Committees 15 hrs/week

Includes training time, limited intersession work and planning time during summer.

Total Senate FY25 Request: \$105,946

FY24 Allocation +21% Budget for Exec Board

AS President: 19 hrs/week

For each of 6 VPs (projects passage of Constitution update): 12 hrs/week (w/Add hrs for ASVPGA planning Lobby Day)

1 SGA (Exec Board) 12 hrs/week

3 SGAs – Committees 15 hrs/week

Includes training time, limited intersession work and planning time during summer.

Total Senate Revised Request: \$112,401

Notes:

AS Government Budget Allocation was decreased from FY23-FY24 by 14%

For FY24 we are on track to underspend our FY24 Allocation.

Please attend the following events with the NWCCU Accreditors:

Meeting for WWU Student Leaders, **April 10th at 10:15am in Old Main 235**

Open Student Forum, **April 22nd at 01:00pm in Viking Union 464**

CALL FOR COMMENTS

WESTERN'S UPCOMING ACCREDITATION REVIEW

**Is attending an accredited
university important to you?**

IF SO, WE NEED YOUR HELP!

OPEN FORUM FOR STUDENTS

APRIL 22, 2024
FROM 1:00 - 1:50 PM
IN VU 464

Come share your thoughts with NWCCU
accreditors and influence your education
here at Western!

For disability accommodations please contact (360)-650-3480



<https://accreditation.wvu.edu/>