# ASWWU EXECUTIVE BOARD MEETING

Documents for:

May 9th, 2024 | 5:30 PM | VU 567, Teams

Town Hall

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Call to Order: Keara Ryan, chair, called the meeting to order at 5:36 p.m.

I. REVISIONS TO THE AGENDA

II. CONSENT ITEMS (subject to immediate action)
   a. Meeting Minutes from March 7th, March 14th, and April 4th
      i. On the March 7th meeting minutes, Wong’s report should say “Senate President Report” rather than “Vice President Report.”
      ii. Motions should specify whether they passed or failed.

MOTION: To Approve Consent Items with Stated Amendments

<table>
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<tr>
<th>Motion Made</th>
<th>Second:</th>
<th>ASB-24-S-64</th>
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</thead>
<tbody>
<tr>
<td>By: Pratt</td>
<td>Godwin</td>
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</tr>
</tbody>
</table>

Vote Count:
Aye: 7 Nay: 0 Abstain: 0
Action Result: Passed

III. PUBLIC FORUM (comments from students and the community)
None Presented.

IV. OFFICER REPORTS
   a. Chair Report
      i. The Longhouse groundbreaking ceremony is happening on April 11th at 5:00pm.
         o Laural Ballew, who is the Executive Director of American Indian/Alaska Native and First Nations Relations and Tribal Liaison to the President, came to speak at the ceremony.
         o WWU is one of the only universities to not have a longhouse.
o The longhouse will be leased to the university in the Sehome Arboretum, and it will be sitting on city land instead of university property.

ii. Pratt and Ryan met with the WHOLE food pantry last week to talk to Jenn Cook who oversees it.

iii. The student senate referendum on the basic needs fee is happening April 12th.

iv. Elections advertising is still happening. There should be an all-student email going out on April 12th or 13th.

v. A student approached Wong asking about a resolution relating to the relationship that the university, foundation, and alumni association has to Israel.

vi. The Conference Committee had their first meeting.
  o They are working on the first draft of their constitution.

b. Vice President Report 5 minutes  Godwin

i. The LAC is working out establishing a schedule for spring quarter.
  o Going to have the first meeting of the quarter mandatory while the rest of the meetings will be optional.
  o They will be reviewing bylaws, looking into the Legislative Action Fee Fund, and exploring and laying down the path for next year’s LAC.

ii. Senator Sharon Shewmake came to the LAC to share her perspective on the legislative section and to provide advice on advocating during interim period.
  o Followed up with a Q&A.
  o Senator Shewmake gave advice that summer is the ideal time to be in contact with legislators after session.
  o Questioned how do we reflect the student body’s legislative priorities while students are on summer break?
    - Godwin is considering if the LAC can develop a way to get comments from the student body on this issue.

iii. Ryan: We should be aware about the lack of summer hours before planning programmatic things for summer break.

c. Vice President Report 5 minutes  Pratt

i. If grant proposals are under $5,000, they don’t have to go to the Sustainability, Equity, & Justice Fund, it’s just an internal review.
  o There are currently many small grants coming in.
There will be changes to the current system, sending smaller grants to Pratt and the associate director of the Sustainability Engagement Institute.
- Pratt is trying to plug his position into the program instead of just the decision making.

ii. SEJF has been paying for facilities for the Green Direct Renewable Energy Program.
- The $50,000 that is paid to the program annually has become net profit because the program is so successful.
- The money could go back into the grant pool instead to support other programs.

iii. There are going to be a lot of events with many organizations and clubs participating in Earth Week, which is happening on April 22nd-26th.
- Wong: When it comes to changing the threshold for SEJF grant process, is that explicitly in the charter?
- Pratt: It’s in the rules of operation.

d. Vice President Report

i. Whitt touched base with Amy Westmoreland from Multicultural Center.
- Westmoreland provided Whitt with information about the Centers having a new scholarship.
- Whitt is working with the Rodrigo Gonzalez-Jaurez, who is the Latine Student Retention Specialist, to discuss their positions and work together to support students.
- There was a lunch & learn on April 3rd where the Resource Center celebrated and recognized Arab American Heritage Month, Domestic Violence Awareness Month, Gaypril, and Undocu Month.
- There was Undocu ally training on April 8th and a session with a professor providing an overview of issues concerning DACA and undocumented students on April 15th.
- Whitt met with the Social Justice and Equity Committee.
  - They are trying to host 2-3 listening and planning sessions with grant recipients from the past.

e. Advisor Report

i. Submit timesheets by April 15th.
ii. Lorio is going to continue to update student government on candidate filing numbers as allowed by the elections code.
- On the senate whiteboard, Lorio made a section that he will be updating daily with those numbers.
- As of April 11th, there are nine forms filed.
- To have every role with multiple candidates, there needs to be at least 42 forms filed.
Lorio had a meeting on April 11th with the Finance Council to discuss the current budgets.

The budget will not be the full allocation of hours currently represented.

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. WSA GA Recap 10 minutes Godwin
   i. There was a presentation from the Secretary of State’s office regarding what will be on the ballot in November.
   ii. There was an overview presented by the Director of Legislative Affairs for each of the schools.
   iii. Godwin went to the Board of Director meeting in Ryan’s place.
      o WSA updated their constitution.
      o They added two new positions including Vice President of Community and Technical Colleges and a position within graduate studies.
      o Something that impacts our school is the codification of the policy for membership dues.
         - Currently, each campus contributes $1 per student. They wanted to do double that.
         - After that controversy, they confirmed it will be $1 per student.
      o WSA gave a budget report.
         - The revenue of the association is around $250,000.
         - WWU contributes $15,000 of that.
      o They passed a preliminary legislative agenda.
         - There were 16 legislative proposals brought and all of them passed.
         - WWU didn’t contribute any proposals.
      o Want to meet with the executive officer, the new president of the executive board, and Stella Seth to plan how WWU can increase engagement with WSA.
      o The Washington Education Investment account manages the funding that goes to public universities in Washington state.
         - They’re looking for a student representative on that board.
      o Looking into potentially hosting the next general assembly at WWU.
Ryan: For fall general assembly, WSA likes to plan things very late so keep in mind that it will be next year’s student government plan.

a. WWU Student Fees

i. Any Executive Board members that sit on a committee that manages student fees should provide a report to present to the board by April 30th.
   - This report will aim to present what the committee has achieved, what their expenditure was, and the impact of the committee overall.
   - This report should be 5-10 minutes in duration.
   - The Services and Activities fee funds the AS fees, they do intermural and club sports, a portion of athletics, any department related activities, and provide money to the Centers.
     - Ryan sits on the S&A fee committee.
     - Everyone who receives money from this committee sits on the committee and decides who can be part of it.
     - The committee is supposed to represent the broad and diverse campus, but currently only represents areas that are already getting money.

ii. Ryan discussed posing a recommendation to administration and the university to create a resolution on how WWU operates fee committees.

iii. Wong: Melynda Huskey has talked about the idea of changing how fees work. There is appetite from university administration to look at the S&A fee model that WWU uses.

b. Discussion on NWCCU Meeting

i. Accreditors meeting
   - Wong: The biggest takeaway I had from the Accreditors meeting was that it looks at the institution holistically from a student perspective. It comes down to seeing education as a net benefit for society and individual students.
     - The events need better advertising from administration.

II. Action Items- Board*

None presented.

III. Other Business

None presented.

Adjourn: The Meeting was adjourned at 6:43 p.m.
Western Washington University Associated Students
Executive Board Meeting Minutes
April 18th, 2024  5:30 p.m.  VU 567/Teams Town Hall

Present: Keara Ryan, Gabe Wong, Liam Pratt, Sophie Snyder, Sebastian Mayotte
Absent: Erin Godwin, Morgan Whitt
Advisor: Adam Lorio
Secretary: Rachel Kleffman
Guests: Gabby Laipenieks

MOTIONS

<table>
<thead>
<tr>
<th>ASB-24-S-65</th>
<th>To Add the Appointment of Seddie LeBlanc and Amelia Krakow to the Department Related Activities Committee</th>
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<tbody>
<tr>
<td>ASB-24-S-66</td>
<td>To Approve Consent Items with Stated Amendments</td>
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<tr>
<td>ASB-24-S-67</td>
<td>To Refer the Question to The Student Body and to Amend Our Previous Proposed Constitutional Language to Replace all Instances of “Student Senate” with “Senate.”</td>
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</tbody>
</table>

Call to Order: Keara Ryan, chair, called the meeting to order at 5:38 p.m.

I. REVISIONS TO THE AGENDA
   i. To add the appointment of Seddie LeBlanc and Amelia Krakow to the Department Related Activities Committee.

   MOTION: To add the appointment of Seddie LeBlanc and Amelia Krakow to the Department Related Activities Committee.
   Motion Made By: Ryan  Second: Pratt  ASB-24-S-65
   Vote Count: Aye: 5  Nay: 0  Abstain: 0  Action Result: Passed

II. CONSENT ITEMS (subject to immediate action)
   i. Meeting Minutes from April 11th  5 minutes  Ryan
   ii. Appointment of Seddie LaBlanc and Amelia Krakow to the Department Related Activities Committee
      i. Ryan was at a fee committee meeting that DRAC is a subcommittee of.
         o They currently have a majority faculty as of now.
      ii. LaBlanc is a part of Students for Climate Action, works with things relating to climate, and has been an editor for student publications on campus.
      iii. Krakow is very motivated and has been monumental in event organizing.
MOTION: To Approve Consent Items with Stated Amendments

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<thead>
<tr>
<th>Motion Made By:</th>
<th>Second:</th>
<th>Action Result:</th>
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<tbody>
<tr>
<td>Wong</td>
<td>Pratt</td>
<td>Passed</td>
</tr>
</tbody>
</table>

Vote Count:
Aye: 5  Nay: 0  Abstain: 0

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

None.

IV. OFFICER REPORTS

a. Chair Report
   5 minutes  Ryan
   i. The Office of Equity is trying to put on professional development workshops. They will be happening all day on May 8th.
      - They are looking for 6 volunteers to check people in and direct them through the Viking Union.
   ii. The Student Advisory Committee decided they will take on e-transparency as a topic.
   iii. Ryan requests for the board to encourage people to apply for the upcoming elections.

b. Senate President Report
   5 minutes  Wong
   i. On April 17th, the student senate voted to amend the constitutional language to strike out anywhere that said, “student senate” or “student senator” to remove the word “student.”
   ii. The student senate will be having meetings every Wednesday at 5:00PM.
   iii. The question for the constitutional referendum was passed in the amended form.
   iv. The student senate passed the question on if full-time students on the Bellingham campus should pay a $5 fee for the food pantry, allowing the question to be on the ballot for the election.
   v. There will be a drafted resolution provided by the AI work group by the next senate meeting.
   vi. The senate is going to be doing formal reports this year to say what was achieved during the year and what can be continued for the following year.
   vii. Wong is working with Dacey Durbin to get compensation for the students that sit on the Power, Equity, and Justice (PEJ) task force.

c. Vice President Report
   5 minutes  Mayotte
   i. April 20th is WWU FASA Heritage Night.
   ii. The Spring CBE Gala is coming up on May 2nd.
   iii. Mayotte attended a meeting that focused on discussing the advised 4% increase in student fees for the rec center.
iv. Mayotte met with the Student Union Advisory Group.
   o The meeting discussed the Viking Union in comparison to other universities.
   o The Viking Union rates are lower than other universities discussed.
v. The Activities Council is working on setting up a new charter since theirs expired in 2022.
vi. Mayotte has been working with DRAC.
   o Starting to discuss the Outback Farm.
   o During the next meeting there will be time dedicated to why the Outback deserves to be part of DRAC.

d. Vice President Report 5 minutes  Snyder
   i. Snyder had a student talk to her to suggest conducting interviews with offices on campus using a mini microphone to talk about what the offices do.
      o Suggested the Counseling, Health, and Wellness Center (CWC) and Career Services to share information about the offices to social media.
      o Snyder set up a tour with CWC next week.

e. Advisor Report 5 minutes  Lorio
   i. There is a timesheet hiccup in the system. The issues will be resolved before timesheet deadlines.
   ii. Candidate filing closes at 4pm on the 21st.

V. INFORMATION ITEMS- Guests*
a. Local Action Week 10 minutes  Ryan
   i. Gabby Laipenieks is here from the Office of Civic Engagement (OCE) to talk about Local Action Week.

   ii. Laipenieks is the Local Issues Coordinator for the OCE.
      o Laipenieks is getting students to engage more with local issues.
      o The Events for Local Action week are taking place on May 6th-10th.
      o The first event is an open house on the Bellingham plan that the city is updating.
         - It provides a guide for planning decisions within the next 25 years relating to things like climate action, housing and transportation.
      o They are looking for student feedback and will be in the NPR on May 6th from 11:00am-1:30pm.
   iii. On May 6th, there will be a Bellingham trivia night in collaboration with AS Productions from 7:00pm-9:00pm in the Underground Coffee House.
      o There will be prizes from local businesses.
   iv. From 9:30am-11:00am on May 9th there will be a tour of City Hall.
o There will be transportation provided.
o Students will get to meet the mayor and see how decisions are made.
v. The last big event will be the Campus to Community Panel.
o The mayor, county executive and city and council members will be there.

VI. ACTION ITEMS – Guests

None presented.

VII. PERSONNEL ITEMS (subject to immediate action)

None presented.

VIII. INFORMATION ITEMS - Board*
a. Earth Week Update 10 minutes Pratt
   i. Pratt has been collaborating on compiling Earth Week events since fall quarter.
      o On April 22nd there will be a LEAD work party.
      o Earth day fair from 11:00am-1:00pm.
         - There will be a student-led farmers market with free fresh produce and clubs tabling.
      o On April 23rd there will be an environmentally themed Open Mic Night at Underground Coffee House.
      Other events:
      o Chartwells food waste tour.
      o SEJF idea lab to bounce ideas off each other.
      o A film screening of Kiss the Ground.
      o Urbanism activism event in collaboration with OCE.
      o Repair fair hosted by Zero Waste Western.
      o Housing is hosting Sustainable Clothing Swap
      o Outback Jubilee.

b. House of Healing Dedication on April 11th 5 minutes Ryan
   i. The first document is a flier that was published in 2021 that goes over The Coast Salish Style Longhouse and the vision for it.
   ii. WWU is the only public campus in Washington state that doesn’t yet have a longhouse.
   iii. The longhouse originally came out of asks from the Native American Student Union.

c. Constitution Referendum Question 10 minutes Ryan
   i. The referendum language is correct.
      o Wong: The goal today would be to have a motion to use this as the referendum language.
   ii. Godwin: Where are students going to find the full proposed changes?
   iii. Lorio: The link will be on the ballot.
   iv. Godwin: Is it going to be all black text or highlight the changes made?
v. Wong: I think I could rework it into a certain format to make it look less intimidating.

vi. Lorio: For any referendum that’s moving forward from a body there needs to be a sponsor labeled. Per the Election Code the sponsor must attend the Candidate Meeting scheduled for April 23rd at 5:00pm.

MOTION: To Refer the Question to The Student Body and to Amend Our Previous Proposed Constitutional Language to Replace all Instances of “Student Senate” with “Senate.”

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<th>Motion Made</th>
<th>Second:</th>
<th>ASB-24-S-67</th>
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<tbody>
<tr>
<td>By: Wong</td>
<td>Pratt</td>
<td></td>
</tr>
</tbody>
</table>

**Vote Count:**

| Aye: 5 | Nay: 0 | Abstain: 0 | Action Result: | Passed |

IX. Action Items - Board*

X. Other Business

None.

Adjourn: The Meeting was adjourned at 6:27 p.m.
Western Washington University Associated Students
Executive Board Meeting Minutes
April 25th, 2024  5:30 p.m.  VU 567/Teams Town Hall

Present: Gabe Wong, Erin Godwin, Morgan Whitt, Liam Pratt, Sophie Snyder, Sebastian Mayotte
Absent: Keara Ryan
Advisor: Adam Lorio
Secretary: Rachel Kleffman
Guests: Lola Thompson

MOTIONS

<table>
<thead>
<tr>
<th>ASB-24-S-68</th>
<th>To Move the Food Security Referendum to an Action item</th>
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<tbody>
<tr>
<td>ASB-24-S-69</td>
<td>To Approve Co-Sponsorship for the Food Security Referendum</td>
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Call to Order: Erin Godwin, chair, called the meeting to order at 5:33 p.m.

I. REVISIONS TO THE AGENDA

None presented.

II. CONSENT ITEMS (subject to immediate action)

None presented.

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

None presented.

IV. OFFICER REPORTS

a. Chair Report
   i. Ryan is not present.

b. Vice President Report
   i. Godwin is filling in for Ryan for the April 25th Executive Board Meeting.
      o Godwin is working with the LAC to work on operations and wrapping up for this year.
         - The first meeting of the quarter was mandatory.
         - Nobody showed up to the meeting last week due to it not being mandatory.
   ii. Representative Pollet is going to be visiting the LAC to discuss how to find information on the state budget and how much they give to WWU.
      o Godwin is working on updating the LAC Charter and will be bringing the charter and bylaws to the Executive Board.
- Next week, Godwin will come to the Executive Board with a fee report regarding the legislative action fund.

c. Vice President Report
   5 minutes Pratt
   i. This week is Earth Week.
      o There has been $3,000 worth of free produce distributed to the student body.
      o Chartwells has been stepping up to help distribute the food.
      o The outback event is on April 26th, which will have more free produce.
      o Metal shredder info night was cancelled due to the county officials not attending.
   ii. Students can now opt in for a summer bus pass for $25.
   iii. SEJF has been successful this year with a historical amount of grants coming in.
        o Many of them are multi-year, so it may pose some issues next year.
        o They are down to $300,000, which is the annual recycling budget.
        o Next year, they are looking at about $90,000.
   iv. Wong: For the bus pass, I know it said that student employees can opt in. Is it only student employees?
   v. Pratt: It was only student employees, but now it’s all students, including those who aren’t enrolled in credits.

d. Vice President Report
   5 minutes Whitt
   i. Whitt is working to promote events happening on Campus.
   ii. Whitt learned more information about the SJEC.
       o The committee runs through the university’s provost office, and the grants are state funded.
   iii. Wong: What does the committee do?
   iv. Whitt: They have a grant committee where they approve student projects and put on events. They are currently trying to put together a diversity fair.

e. Advisor Report
   5 minutes Lorio
   i. There have been payroll challenges when attempting to access Web4u.
      o Students will have access soon, or I will be sending alternative methods by Monday.
   ii. Candidate filing was extended by a week and now closes on April 28th at 4:00PM.
   iii. There is a mandatory candidate meeting for April 30th in the afternoon. If a candidate can’t make it, reach out to the elections coordinator to set up a secondary time.

iii. INFORMATION ITEMS- Guests*
   a. Food Security Referendum
      10 minutes Wong
i. The Food Security Referendum would allow the AS to collect a fee that would be $4.50 per quarter for full-time students.

ii. The fund would create about $150,000 per year.
   - About $50,000 would go toward a full-time staff member who would be addressing long-term food issues.

iii. The additional $100,000 would go toward stocking the food pantries.

iv. Students would vote on the referendum again in two years.

v. Thompson with those who administer the on-campus food pantries, and they seem excited to have more food stock and support.

vi. Thompson also met with Jenn Cook with the WHOLE pantry and she is on board.
   - Cook suggested minor alterations to the document.
     - The only current change is a slight change of the language since the language is a bit hostile to state representatives and university administration.

vii. There are a lot of laws around what money can and cannot be collected and used for.
   - This proposal was submitted to the assistant attorney general for review.
   - If the assistant attorney general responds in time saying it’s all good, the referendum will be put on the ballot. If they say no or don’t respond in time, the referendum won’t be included.

viii. Godwin: When did was this document submitted to the assistant attorney general?

ix. Lorio: Late last week.

x. Thompson: The goal is to get more input or to hear any red flags. If you were so inclined to make this an action item, it would be nice to have the Executive Board’s name on the ballot.

xi. Whitt: The only hesitation I have regarding passing this is the fact we are pulling money from those that face food insecurity. Do you know if there’s other avenues of funding that don’t go through student fees?

xii. Guest: There are some from the state, but the biggest ones require that data be generated and students be surveilled. This seems to be the most reliable funding position.

xiii. There was extensive discussion about wording used within the document.

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<thead>
<tr>
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<td>By: Wong</td>
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<tr>
<td><strong>Vote Count:</strong></td>
</tr>
<tr>
<td>Aye: 6 Nay: 0 Abstain: 0</td>
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iv. ACTION ITEMS – Guests

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<th>MOTION: To Approve Co-Sponsorship for the Food Security Referendum</th>
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<tr>
<td>Vote Count:</td>
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<tr>
<td>Aye: 4</td>
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<td>Action Result:</td>
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v. PERSONNEL ITEMS (subject to immediate action)
None presented.

vi. INFORMATION ITEMS - Board*
None presented.

vii. Action Items- Board*
None presented.

viii. Other Business
None presented.

Adjourn: The Meeting was adjourned at 6:24 p.m.
May is Mental Health Awareness Month, an annual national awareness month that focuses attention on the importance of caring for our mental well-being, reducing stigma around mental health issues, and promoting seeking help.

At Western we believe mental health IS health, and throughout the month of May, the Counseling and Wellness Center will be offering trainings and promoting campus events around mental health and well-being. Here are some ways you can participate in events and trainings intended to build a culture of care here at WWU:

**Through Our Lens Gallery Show**
A photography exhibition focused on students’ experiences of belonging
May 7 – 17
the B Gallery (Fine Arts 118)

**QPR Suicide Prevention Training for Students**
The “Question Persuade Respond” method for identifying and responding to people who are struggling with mental health
May 14, 3:30 – 5 PM
Old Main 580

**Outdoor Wellness Extravaganza for Students**
An opportunity to play, connect, and uplift your mental health and well-being
May 18, 11 AM – 7 PM
Lakewood (co-hosted with the Outdoor Center and Lakewood)

**QPR Suicide Prevention Training for Faculty & Staff**
The “Question Persuade Respond” method for identifying and responding to people who are struggling with mental health
May 21, 3:30 – 5 PM
Old Main 580

Visit [cwc.wwu.edu/mham](http://cwc.wwu.edu/mham) and follow [@bewellwwu](https://twitter.com/bewellwwu) for updates throughout the month.

**Support Resources:**

*Crisis Text Line*
Text Home to 741741

[988 Suicide & Crisis Lifeline](http://www.crisis Text line.org)
Dial 988 (call or text)
Veterans Crisis Line
Dial 988 then press 1
Native & Strong Lifeline
Dial 988 then press 4
Trevor Project (LGBTQ)
866-488-7386
Trans Lifeline
877-565-8860

Melynda Huskey, Ph.D. | she, her
Vice President, Enrollment and Student Services
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WWU is located on the ancestral territory of the Lhaq’temish, the Lummi people, and the Nuxwsá7aq, the Nooksack tribe.
**Associated Students of Western Washington University**

**Conference Committee Charter**

## I. CHARGE

The Conference Committee is a permanent body chartered to resolve differences between the Executive Board and Senate and ensure joint governance. The delegations from the Executive Board and from the Senate shall represent the views of their respective bodies rather than their personal views.

The Conference Committee is required to come to consensus on:

- Any action on the same subject that passes or adopted by the two bodies in different forms;
- Any action that passes in one body but fails in the other;
- Disputes in the appointment of a student to a university or non-university body or committee;
- Resolutions articulating the official opinion of solely the Executive Board or Senate that the body would like to publicly share with the student body;
- The division of responsibilities between the Executive Board and Senate, where ambiguous;
- Amendments to or the creation of governance documents at the discretion of the committee;
- Consent to amendments of the elections code prior to the official presentation to either body;
- Initiatives and referenda prior to the official presentation to either body;
- And any other disagreements between bodies.

Once the conference on an item concludes the co-chairs are responsible for creating a conference report that presents the formal language to which the conference committee has agreed that will then be presented to the Executive Board and Senate for approval. When an item has been previously presented to either body or at the direction of the conference committee, the co-chairs are responsible for creating a joint explanatory statement that outlines the changes made and the process of reaching consensus.

## II. MEMBERSHIP

### Membership from AS Executive Board:

- President (co-chair)
- Executive Board Vice Chair, as designated by the Executive Board Bylaws

### Membership from the Student Senate:

- Senate President (co-chair)
- Student Senate Vice Chair, as designated by the Senate Bylaws

If there is a vacancy in a position, the current acting Chair of each body must appoint an interim member of the conference committee at the next following meeting of the body. Interim membership shall cease when the vacancy is filled.
Non-voting Membership:
- AS Student Government Advisor
- Student Government Assistant, as needed

The Conference Committee reserves the right to bring in any content experts as needed.

III. CHAIR
The President and Senate President shall be co-chairs. They shall convene the meetings, develop agendas, preside over all meetings, and create the conference report and any joint explanatory statement.

IV. MEETINGS
The Co-chairs must agree on the time and place of all conference committee meetings. The committee shall generally meet every other week with a minimum of twenty-four (24) hours’ notice.

Meetings shall follow the Open Public Meeting Act when taking official action on behalf of the student government and as required by RCW 42.30.

V. VOTING
If the conference cannot come to a consensus among a majority of the voting membership on any matter within a reasonable timeframe, the conference shall refer the item back to both bodies and content experts, if needed, before bringing the item back to the conference for further deliberation. If a consensus cannot be reached after this point, then the item must be tabled until the first conference committee of the following academic year for possible consideration.

In the case where a budget cannot reach consensus among a majority of the voting membership of the conference then it shall be referred to the co-chairs and the Associated Students Fund Financial Manager to reach a final budget. When a budget is not passed by both bodies, the co-chairs must create a joint-explanatory statement that is attached to the final Associated Students budget.
VI. QUORUM
The attendance of the entire seated voting membership shall constitute a quorum. If a quorum is not present, the Co-chairs will adjourn the meeting and reschedule to a new day and hour.

VIII. RULES OF OPERATIONS
Conferences are negotiating forums, and the conferees decide for themselves how best to conduct their negotiations. They are expected to address only the matters outlined in this charter.

IX. AMENDMENTS
This Charter may be amended by the consent of the Conference Committee and a majority vote of the AS Executive Board and Student Senate.

X. REPORTAGE
This committee shall report to the AS Executive Board and Senate through the Co-chairs.
Fee Report: Legislative Action Fund

Introduction:

- Brief overview of the fee and its purpose.
- Explanation of how the fee is generated (e.g., through student tuition or other means).
  - The revenue for the LAF is generated from a mandatory student fee of $1 per student per quarter
- revenue, quarterly budgets, expenditures and projects (June 12, 2009 Board of Trustees)

- The Legislative Action Fund originated in 1982 as the Washington Student Lobby fee system. The purpose of this fund is to more directly represent WWU students in legislative manners through the decisions of the ASWWU.

- The committee is also responsible for reporting to the A. S. Executive Board at least once per quarter through the V.P. for Governmental Affairs. At minimum these reports should include information detailing the activities and finances of the LAF including, but not limited to, project proposals, expenditures and budgetary status. Ensure that the committee drafts a document outlining the appropriate expenditure of monies from the LAF

Purpose:

- Explanation of the intended purpose of the fee (supporting legislative advocacy on behalf of students).
- Breakdown of how the funds are currently allocated, including:
  - Membership dues to the Washington Student Association.
  - Costs associated with Western Intersectional Lobby Day.
  - State Law regarding College and University Fees

- Allowable uses for this fee include providing students access to direct legislative education and advocacy opportunities, funding staff support positions to assist in the organizing of outreach events, paying for membership dues to United States Student Association and Washington Student Association, and for student representation and engagement in those organizations. The ways in which the fund can provide access to these opportunities includes but is not limited to: transportation (vehicle rentals, gasoline, mileage reimbursement, etc.), lodging, per diem or food stipends, conference registration, publicity, and supplies and materials.
Current Utilization and Expenditures:

- Overview of the revenue generated from the fee.
- Detailed breakdown of how the funds are currently utilized.
- Analysis of the percentage of funds spent compared to the total revenue generated.
- WSA Membership Dues: $15,000/year
- Western Lobby Day(s): Approximately $17,000

Recommendations for Utilization of Unused Funds:

- Proposal for alternative uses of the surplus funds.
- Explanation of how reallocating funds could benefit students or enhance the effectiveness of the fee program.
- Consideration of potential challenges or limitations in reallocating funds.
- I recommend the LAF be utilized more than it currently is. There are a lot of different ways to do this

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>FQ: $14,000</td>
<td>WILD: $17,200</td>
</tr>
<tr>
<td>WQ: $14,000</td>
<td>WSA Dues: $15,000</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>WQ: $14,000</td>
<td>Miscellaneous: $0</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>Total: $32,000</strong></td>
</tr>
<tr>
<td>$42,000*</td>
<td></td>
</tr>
</tbody>
</table>

Starting amount: $74,020.45

Current amount: $83,820*

Difference: +$9,800

*These are estimates, the actual funds in the LAF Budget have not been formally evaluated.