# ASWWU EXECUTIVE BOARD MEETING

Documents for:
May 16th, 2024 | 5:30 PM | VU 567, Teams Town Hall

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Western Washington University Associated Students
Executive Board Meeting Minutes
May 9th, 2024  5:30 p.m.  VU 567/Teams Town Hall

Present: Keara Ryan, Gabe Wong, Erin Godwin, Sophie Snyder, Sebastian Mayotte
Absent: Morgan Whitt, Liam Pratt
Advisor: Adam Lorio
Secretary: Rachel Kleffman
Guests: None

MOTIONS

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Call to Order: Keara Ryan, chair, called the meeting to order at 5:42 p.m.

I. REVISIONS TO THE AGENDA
   a. Remove the Legislative Action Fund Report from the agenda due to the document not being ready.

MOTION: To Approve Revisions to the Agenda

<table>
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<tr>
<th>Motion Made By:</th>
<th>Second:</th>
<th>ASB-24-S-70</th>
</tr>
</thead>
<tbody>
<tr>
<td>Godwin</td>
<td>Wong</td>
<td></td>
</tr>
</tbody>
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Vote Count:
Aye: 5  Nay: 0  Abstain: 0

Action Result: Passed

II. CONSENT ITEMS (subject to immediate action)
   a. Meeting Minutes from April 11th
   b. Meeting Minutes from April 18th
   c. Meeting Minutes from April 25th

MOTION: To Approve Consent Items with Stated Amendments

<table>
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<tr>
<th>Motion Made By:</th>
<th>Second:</th>
<th>ASB-24-S-71</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wong</td>
<td>Godwin</td>
<td></td>
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</tbody>
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Vote Count:
Aye: 4  Nay: 0  Abstain: 1

Action Result: Passed

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

a. Chair Report
   5 minutes  Ryan
   i. Serving on the Services and Activities Fee Committee
      o Ryan is one of the voting members from the Associated Students on
         the Services and Activities Fee Committee.
      o The committee typically meets over two quarters but is meeting over
         one quarter.
      o They will be deciding how much money all services and activities fees
         programs get.
      o With the rising employment cost, there have been significant
         reductions across the board many programs.
   ii. Ryan is meeting with Student Trustee Selection Committee to get candidates
       to send forward to the governor.
   iii. Ryan will be reaching out to member of the Executive Board to share bullet
        list accomplishments.
        o The goal is to make a document to ensure everyone is recognized for
          their accomplishments.

b. Senate President Report
   5 minutes  Wong
   i. The Conference Committee will be used as a rapid response team in case
      there is an emergent issue on campus that student government can’t get to
      immediately.
   ii. The Student Tech Fee Committee is wrapping up their funding process.
      o It will then go through the senate and trustees.
   iii. Wong met with the provost and asked what the university is thinking in the
        environment of encampments across college campuses.
      o He said that in relation to Western Washington University’s campus,
        the campus police are going to focus on keeping students safe.
   iv. In the faculty senate, there is an issue with space.
      o They were discussing possibly moving departments around.
   v. The assistant attorney general replied saying that the referendum for the
      $4.50 fee regarding food security is good to be on the ballot.
      o Additionally, there will be a note on the ballot about needing the
        Board of Trustees approval.
   vi. Ryan: Related to fees- I think there’s interest in what fees students are paying
       and what the funding source is. I think everyone is feeling the budgetary
       constraints that stem from limited services and activities fee revenue.
       o One way to get around those constraints is charging additional
         student fees.
       o There may be a new athletics fee.
         - Athletics understands that imposing a fee process takes a
           long time.
- They want to make sure they are meeting the needs of students, so they will be taking the next year to consider.
- They may want it to be a voluntary fee that goes through student government.

c. Vice President Report
   5 minutes Mayotte
   i. The Activity Council has its final meeting next week.
      o The money allotted for the council this year has been spent.
      o The staff from the Activities Council are now working in the Club Hub.
      o They are trying to get a fresh start next year, keeping the closet and Club Hub space much cleaner.
   ii. The Department Related Activities Committee (DRAC) approved of the Outback Farm becoming a member.
   iii. Ryan: There is going to be an increase in the budget for the Activities Council, which should be about $5,000. If DRAC doesn’t get the money they’re requesting, they said all programs would get a hit, not only the new programs they’ve brought on.
   iv. Lorio: When they describe probational membership for DRAC, what does that mean?
   v. Mayotte: Three years with no voting rights.

d. Vice President Report
   5 minutes Snyder
   i. Snyder shared that Western Washington University is looking to hire a new director of residential life.
   ii. Student Publication Center interviews are in the works again.
   iii. Snyder is working on videos to promote resources on campus.
      o She is trying to get a video with the Career Services Center.
         - She had a meeting with them and is trying to figure out which services would be most useful to highlight.
         - She is aiming to film the video this week.

e. Advisor Report
   5 minutes Lorio
   i. Lorio discussed approaching the end of the academic year.
   ii. There is a lot of planning happening to support students on Western Washington University’s campus.
      o There is thoughtful planning to prepare and plan for encampment potential.
      o Last time Western Washington University had incident command was for Covid response.
      o There may be very quick requests from the student government to support students’ needs.
   iii. The ballots are built for elections.
Elections are ready to go live and will be available starting Monday.
- The Office of Civic Engagement (OCE) will be working on outreach for voting next week.

iv. Godwin: Concerning the rapid response and the inclusion of student government, do you have any idea on what might be asked of us?
v. Ryan: Whitt and I have already been involved in several conversations and we will probably be the two involved in conversations.
vi. Lorio: The Centers reached out today saying they’re putting together a frequently asked questions document. They asked for student government to be added to that document as a space for support.

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. May is Mental Health Awareness Month

   i. Ryan shared an email that students got from Melynda Huskey about resources.
   ii. Ryan encouraged everyone to take care of themselves if mental health time is needed.
   iii. If anything is needed, reach out to Lorio for support.
   iv. Lorio: For physical health first aid call 911 and for mental health first aid call 988.

b. Conference Committee Charge and Charter

   i. The Conference Committee Charge and Charter is being created because the upcoming constitutional amendments will create a clear separation between the ASWWU Executive Board and Student Senate.
   o If there is a time when the two bodies need to come together, the conference committee can handle that.
   o The hope is that the committee will be meeting bi-weekly starting next year.
   o They are expected to create a conference report.
- If the item being discussed has been presented to either body, they must create a joint explanatory statement outlining changes made.

  o There will be two members from each body on the committee.
    - This will include the chair and vice chair of both bodies.
    - Content experts can be invited as needed.
    - There will also be an advisor.
    - Possible inclusion of a student government assistant.

  o If the committee can’t come to a consensus within a reasonable timeframe, the committee will need to refer the item back to both bodies before bringing it back for further deliberation.
    - If there is no consensus reached during the last step the item must be tabled until the following academic year.
    - Tabling isn’t allowed with the budget. If the budget can’t reach a consensus among a majority of the voting membership, it is referred to the co-chairs and the Associated Students Fund Financial Manager.
    - If the budget is not passed by both bodies, the co-chairs must create a statement that would be attached to the final Associated Students budget outlining that it wasn’t passed by all of the student government.

c. Immediate Response Plan Discussion

  10 minutes  Ryan

i. In a meeting with Lorio, Leona Freidman, Wong and Ryan they discussed big things happening on campuses across the country like police involvement on campus, arrests of students and community members, protests, and encampments.

  o Something similar could happen on Western Washington University’s campus.

  o If there is need for rapid response on this campus, there is hope that the Conference Committee could be utilized as that rapid response to meet within 24 hours and act immediately.
    - Rapid response would possibly put out official statements and act on behalf of the student government bodies.

  o Godwin: I agree with the intent. With the issue of encampment, my concern comes from the fact that the Conference Committee Charge and Charter is coming before us today as an action item and therefore hasn’t been officially chartered. I’m curious and concerned about the legitimacy of the response.
Ryan: I understand your concerns. It doesn’t make a difference if we say that it’s the “Conference Committee” or if we say it’s coming from the president, the senate president, the senate vice chair, and the executive board vice chair. I would like to make a statement if there is direct violence of any kind on our campus as soon as possible regardless of who it is coming from. We are the only students on campus who have the ability to send an email out to all students stating an official opinion.

- We are elected by students to represent students, and this is one area where that needs to happen.

Snyder: With emergencies, I am comfortable with two people out of all of us reading it. I would trust any one of you to write something that reaches students.

ii. There was continued conversation about rapid response and what it looks like to represent all students as members of student government.

d. ESE Resolution: Concerns & Conflict of Interest 10 minutes Wong

i. There was an ask from educational student employees to support the idea that educational student employees have their student fees waived as compensation for their work.

ii. Lorio raised some conflict of interest concerns since everyone in student government is an educational student employee, part of the union, and Wong is on the bargaining committee.

iii. Lorio forwarded the conflict of interest concerns to the assistant attorney general for review.

iv. There was a concern raised by Ryan and Pratt about Fee waivers.
   o Does it represent the student body’s opinion?

v. Wong met with Pratt and the transportation coordinator.
   o There is support for waivers for educational student employees if the university is paying the fees and not reducing the revenues of fee pools.

vi. Ryan: I would like to hear back from the assistant attorney general before we take action or hear this as an information item. We all got the student email asking for this and Lorio’s follow up email. We want to make sure that the action we are taking is representative of all students. How do we feel about further action to ensure that we are representing the interests and wants of all students?

vii. Mayotte: I think it’s a good thing.
viii. Ryan: Normally I feel like I can represent all students, but it’s very different in this situation with student government being a beneficiary of these fees that would be waived.

ix. There was extensive conversation about creating a poll to be sent out regarding this issue to hear student voices.

x. Wong: The consensus of the room is to do a poll of student opinions. I think that the request from educational student employees was for something timely. If we can’t do something timely and would have to push it to the fall, I don’t see a reason to keep moving forward.

xi. Ryan: I think it’s still valid. If we still move forward, even if we are passing something on May 30th, it’s fine. I understand the want of things to be timely, but bargaining doesn’t happen immediately. I think making sure we are making informed decisions that represent our entire student body adds to the betterment of our work, even if it takes a bit longer.

**IX. Action Items- Board***

**X. Other Business**

a. Only 3 Meetings Left (May 16th, 23rd, and 30th)
   i. There are three Executive Board meetings left for this school year, and they will be busy.
   
   ii. If anyone is making agenda requests, keep in mind that there may not be the ability or time to put it onto the agenda with the time we have left.

*Adjourn: The Meeting was adjourned at 6:53 p.m.*
Sustainability, Equity, and Justice Fund – AS Executive Board Report SP 24
• Full-time Western students pay $9 each quarter
• Total 2023-2024 revenue: $594,118.07
• Total expenditures: $282,029.20*

• Total available for 2023-2024 SEJF grant funding: $312,088

*Expenses include student salaries, multi-year grant projects, and sustainable utilities initiatives
Grants approved – Fall Quarter
Small Grants (<$5000):

- Bellingham History Tour Bike Ride during Bike Fest
- Campus Cable Lock Swap Project
- Student Engagement in Regional Art & Ecology Education
- American Planners Association Washington Chapter 2023 Conference
- Photovoice: Student Experiences of Well-Being through Visual Storytelling
- Sound Out Radio Relaunch
- Western Worn Community Closet
JEDI Committee Programming Initiative

“WWU Athletics’ Justice Equity Diversity and Inclusion (JEDI) Committee”

$70,125.00

Disbursed over two years

$42,062 – 2023-24
$28,062 – 2024-25

WOHESC 2024 Scholarships

“Washington Oregon Higher Education Sustainability Conference”

$8,150.00
Grants approved – Winter Quarter
Small Grants

- Sustainable Listening: The Sehome Hill Arboretum Sound Mapping Project
- Spring Natural Tie-Dye Event
- Wade King Native Plant Showcase Garden
- Green Thumb Initiative
- The Sprout Stop: Earth Week Produce
- Western Worn Community Closet (went to committee due to conflict of interest)
Medium Grant - Approved

Sustainable Lab Certification
$13,390.30
Large Grant - Approved

Urban Farm Project

- $139,308.00
- Disbursed over three years
  - $46,436.00 per year
- Provides wages for student farm workers
Medium Grants - Rejected

National Planning Conference 2024
$27,050
Rejected due to minimal impact to Western’s campus, concerns over project inclusivity, and expected deviation from project goals

Cultivating Inclusive Cultural Change Agents Through Expedition Experience
$34,429
Rejected due to minimal impact to Western’s campus
Grants proposed – Spring Quarter
• Student Retention Initiative of the Morse Leadership Institute – $120,000
• Stephanie Land’s Campus Visit (Part of Hunger and Homelessness Awareness Week) - $25,000*
• Generations of Pride – $50,000
• WWU MakerMobile – $185,688.10
• La Bienvenida – $33,048
• Fostering Belonging and Diversity in Urban and Environmental Planning and Policy - $34,996
Issues facing the SEJF committee

We do not have enough money for all the projects

Next year, due to multi-year grants taking up funding over several fiscal years, we will only have $79,869 for grants next year

- This means we will have only ¼ of what we started with this year
ASWWU Student Senate Bylaws (For Approval May 2024)

Article I. Name and Objectives

Section A – Name
The name of this governing body is the Associated Students of Western Washington University (ASWWU) Student Senate, hereafter known as the Senate.

Section B – Definition
The Senate is a legislative branch within the ASWWU charged with representing student interests in academic affairs such as department policies, curriculum design, and academic support services. Two senators from each College represent students within their respective colleges, while four At-Large Senators represent all students.

Article II. Granted Authorities and Scope

Section A – Granted Authorities
1. The Senate’s specific authorities are defined in the ASWWU Constitution.
2. The Senate shall work with the Executive Board to jointly exercise the general authorities of the ASWWU, defined in the ASWWU Constitution and the ASWWU Charter.
3. The Senate has the exclusive right to interpret its Bylaws.

Section B – Scope of the Senate
Though the Senate is not limited in the scope of issues it may address, there are some matters outside the body's direct control. Issues that the Senate may concern itself with may originate from the AS Executive Board, Associated Students offices, University Committees, within the Senate itself, or directly from students. Issues can include but are not limited to academic affairs such as departmental policies, curriculum design, and academic support services, as well as Executive Board, Associated Students, or University Committees affairs.

Section C – Scope of the Senator
The Senator has the primary responsibility to represent the diverse interests of their constituents, the students enrolled in the college they represent. As such, Senators should focus their advocacy and representation on issues in their college or issues their constituents are concerned about.

Article III. Membership Qualifications

Section A – Eligibility
To be eligible to serve on the Senate an undergraduate or graduate student must maintain at least half-time enrollment (6 undergraduate credits or 4 graduate credits) and maintain good academic standing.
1. Students eligible to serve on the Senate may represent only the college which houses their declared major or pre-major. Such students may not represent multiple colleges, nor may they represent the college housing their declared minor.
2. Students eligible to serve on the Senate may only represent the Graduate School if they are graduate students.
3. Students eligible to serve on the Senate may represent students at-large regardless of their class or major status.
4. Students eligible to serve on the Senate may serve as Senate President regardless of their class or major status.

Section B – Term of Office
The term of office for Senators and the Senate President is set forth in the AS Constitution.

Section C – New Members
The Senate President must be elected during a general or special election. Senators shall be elected in accordance with the AS Constitution and the Election Code. However, Senator seats not filled in the general elections or that become vacant during the academic year by resignation or removal will be filled by appointment, but at the discretion of the Senate, shall be filled by special election as outlined in the Election Code.
In those instances, to appoint a Senator,
1. a hiring committee consisting of the Senate President, Vice Chair, Senate Advisor, and co-senator will select an applicant, and
2. the Senate will vote to confirm the appointment with a 2/3rd majority of the seated, voting membership.

**Section D – Vacancy of the Senate President**
If the position of Senate President becomes vacant, the Vice-Chair will temporarily assume the duties of the Senate President until a new Senate President is elected in a special election. If the positions of both the Senate President and Vice-Chair are vacant concurrently, the Senate Advisor will appoint a current Senator to temporarily assume the duties of the Senate President until a new Senate President is elected.

**Article IV. Membership**

**Section A – Composition**
The membership of the Senate will be comprised of the following members:
1 Senate President: non-voting member, serving as chair.
2 Senators from each college and 4 at-large for a total of 20 Senators, as described in the AS Constitution: voting members.
1 Student Government Assistant: non-voting member, serving as secretary.
1 Senate Advisor: non-voting, serving as advisor.

**Section B – Leadership Responsibilities**
The Leadership of the Senate will consist of the Senate President, Vice-Chair, Communications Officer, Secretary, and Advisor.

1. The duties of the Senate President include but are not limited to:
   a. Chair, facilitate, and create agendas for the Senate.
   b. Co-chair the Student Technology Fee Committee.
   c. Work with the Senate Vice-Chair and Advisor to ensure that Senators sit on all committees needing representation from the Senate.
   d. Serve as a recurring invitee on the Faculty Senate and WWU Board of Trustees.
   e. Delegate the responsibilities of the Senate President to the Vice-Chair or Senators at their discretion.
   f. Prepare the Senate budget (FXXSSN) request with the Budget Authority.
   g. Manage the discretionary expenditures of the Senate budget (FXXSSN) by deciding how to allocate funds to things such as but not limited to posters, name tags, etc.

2. The duties of the Vice-Chair include but are not limited to:
   a. Perform the duties of the Senate President in the absence of the Senate President. **While serving as the Senate President, the Vice-Chair will not have voting privileges.**
   b. Work with the Senate President and Advisor to ensure that Senators sit on all committees needing representation from the Senate.
   c. Sit on fewer committees to accommodate Vice-Chair duties, as needed.

3. The duties of the Communications Officer include but are not limited to:
   a. Manage the Senate social media.
   b. Coordinate Senate outreach to students through a variety of methods.
   c. Staying in communication with the Communications Office, Wavelength, and other relevant AS Offices.
   d. Coordinate forums and other student outreach activities as needed.
   e. Sit on fewer committees to accommodate Communications Officer duties, as needed.

3. The duties of the Secretary include but are not limited to:
   a. Publish the meeting agenda and documents per the Open Public Meetings Act.
   b. Reserve the room for Senate meetings.
   c. Set up Senate meetings.
d. Upload meeting recordings, when available.
e. Take and publish meeting minutes.

4. The duties of the Senate Advisor include but are not limited to:
   a. Meet with each Senator at minimum bi-weekly to discuss their work and well-being.
   b. Track Senate meeting attendance and follow up with absent Senators about absences.
   c. Assist the Senate President in maintaining parliamentary procedure.
   d. Keep the ASWWU Senate webpage up to date.

Section C – Leadership Selection, Vacancy, and Demotion

The Vice-Chair and the Communications Officer are selected by the Senate as follows:
1. Candidates for nomination include all Senators. Each Senator has the ability to make one nomination to each position. Senators can nominate any Senator, including themselves. Nominations must be seconded by any additional Senator. Senators may decline the nomination for the Vice-Chair at their discretion.

2. Selection will be a two-meeting process. Nominations will be held the first meeting and remain open until the next meeting. Senators will have the opportunity at the second meeting to speak to their abilities as the potential Vice-Chair or Communications Officer. Voting will be held during the second meeting. The Vice-Chair and Communications Officer will then be selected by separate majority votes of the Senate. In the case of more than two candidates, the Vice-Chair or Communications Officer will be selected by an instant runoff vote.

3. This process will take place any time there is a vacancy in the positions. The two-meeting process will begin at the next regularly scheduled meeting of the Senate after a vacancy occurs.

The Vice-Chair or Communications officer may be demoted from their leadership position by a two-thirds (2/3) vote of the Senate. Such removal will not affect their status as a Senator.

Section D – Duties of the Senator

The minimum duties of a Senator are to:
1. Attend all meetings of the Senate, unless previously notifying Senate Leadership of necessary absence (see Article IV, Section D: Attendance).

2. Attend all meetings of the 2–3 committees sat on, unless previously notified Senate Leadership and Committee Chair of necessary absence.

3. Attend all meetings with the Senate Advisor, unless previously notified Senate Advisor of necessary absence.

4. Hold regular office hours for meetings with constituents.

The duties of an effective Senator are to:
1. Serve as an active participant on 2–3 committees by attending all committee meetings, actively listening during meetings, and preparing for meetings by reading appropriate materials in advance.

2. Serve as an active participant in Senate meetings by attending all committee meetings, actively listening during meetings, and preparing for meetings by reading appropriate materials in advance.

3. Inform the Senate about relevant information pertaining to WWU, ASWWU, and committees.

4. Submit necessary documents for presentation to the Senate, to the Senate President and Secretary within the assigned deadline for Senate meetings.

5. Help coordinate events as designated by Senate Leadership.

6. Bring forward issues to the Senate that are of concern to the Senators College, or the WWU campus as a whole.

7. Follow any other duties as assigned by the Senate President, or Vice-Chair, within reason.

8. Review, nominate, and participate in the appointment process of students to University, Faculty Senate, AS, and college-specific committees to which the Senate appoints.

9. Regularly communicate with fellow Senators, Senate Leadership, and collaborators outside the Senate.

10. Collaborate with AS Executive Board members and other Associated Student staff on relevant projects.

11. Meet with the Dean and/or Associate Dean of their represented College.

12. Commit 7–10 hours per week to Senate work.
Section E – Attendance
Members are expected to attend all Senate meetings and all their committee meetings unless they notify the Senate Leadership or the Committee Chair about a necessary absence. They do not need to disclose the reason for their absence.
If a member fails to notify Senate Leadership about two absences to Senate meetings, they must meet with the Senate President and Senate Advisor to discuss the following:
1. The member’s well-being.
2. Re-evaluation of committee assignments.
3. Potentially recommending resignation from the Senate.
If a member is unable to attend a meeting in-person, they may request a virtual attendance option with at least 24 hours’ notice. Members do not need to disclose the reason for needing a virtual option.

Section F – Removal
Any member of the Senate may be removed from the Senate for violating any requirements set forth in these Bylaws, AS Student Government Charter, or the AS Constitution. The process of removal will be a two-meeting process.
1. To remove a Senator;
   a. A motion to recommend the removal of a Senator must state which condition was allegedly violated and should be considered like any other motion.
   b. A Senator may be recommended for removal by 2/3rd affirmative vote of the seated membership of the Senate; the Senators will then have one-week deliberation.
   c. At the beginning of the following meeting, the Senator in question will have no more than 15 minutes to defend the claims against them. The Senate will then vote on a motion to remove the Senator, this will require a 2/3 vote of the Senate as well as a 2/3rd vote of the AS Executive Board.
   d. Once a Senator is removed, it will be the responsibility of the seated members of the Senate to assign 1/3rd of the Senate to draft an official resolution to be approved by the conclusion of the following Senate meeting on why the Senator was removed.
   e. The Senate President and Vice-Chair will have the vacant Committee Assignments redistributed by the following Senate meeting.
2. To remove the Senate President;
   a. An official motion will be filed by any Senator and will be brought to the attention of the Senate. The removal process will be the same as it were for a Senator, with the exception of a special or urgent Senate meeting, to be chaired by the Vice-Chair.
   b. This proceeding will require a 2/3rd vote of seated membership, as well as a 2/3rd vote of the seated ASEB.
   c. The vacancy of the Senate President will be filled in accordance with Article III, Section C of these bylaws.

The AS Constitution provides for a recall mechanism separate from this Bylaws removal process.

Article V. Meetings

Section A – Meetings
The Senate will hold meetings at minimum every other week. Senate leadership may hold additional meetings for certain urgent circumstances such as filling a Senator vacancy.
Meetings may be called by any member (voting or non-voting) when agreed upon by quorum of the seated voting membership, in written expression to the Senate President.
All meetings conducted by the Senate must adhere to the Open Public Meeting Act of Washington State, codified in 42.30 RCW.

Section B – Quorum
Quorum of the Senate will consist of a simple majority of the voting membership. If a quorum is not present, the Senate President will table all voting items until the next scheduled meeting.
Section C – Voting
A motion must obtain a majority of the eligible votes cast to pass. An abstention will not count as a vote cast in favor or against the motion under consideration. Votes can be cast virtually or in-person. Votes cannot be cast by proxy.

Section D – Rescheduling of Meetings
If quorum is met, a simple majority of the Senate may reschedule meetings as needed. If quorum is not met, meetings may be rescheduled at the discretion of Senate Leadership. If neither the Senate President nor Vice-Chair is present, the meeting will be adjourned and all items will be tabled.

Article VI. Subcommittees, Task Forces, and Working Groups

Section A – Subcommittees
The Senate may vote to create formal sub-committees.

Section B – Task Forces and Working Groups
Senators and the Senate may form task forces and working groups as they see fit.

Article VII. Reportage

Section A – Reportage
The Senate will not report to any other body. The Senate President will provide a regular report on the Senate to the AS Executive Board, Faculty Senate, and the Western Washington University Board of Trustees, in the spirit of shared governance.

Section B – Oral Senate Reports
Senators will regularly report on their assigned committees, individual projects, or on the needs of their constituents to the entirety of the Senate at the scheduled meetings of the Senate.

Section C – Referral from the AS Executive Board
The AS Executive Board may refer any matter to the Senate for its consideration. Such referral should occur when the ASEB wishes to provide for greater student input or allow further time for public comment. The Senate may also make recommendations to the ASEB.

Article VIII. Books and Records

Section A – Meeting Records
The Senate will keep accurate records and minutes of its proceedings on its website. These minutes are to be made readily available to the public as soon as is possible, following approval by the Senate. The Senate will keep meeting recordings available online for at least 5 years, except where impractical.

Section B – Agendas and Meeting Materials
The Senate will publish its agendas and meeting materials on its website; both the submitted materials and the formally approved materials will be published.

Section C – Membership Records
The Senate will keep a record of its seated membership, with the help of the Senate Secretary.

Section D – Annual Reports
Annual reports will be created by each college’s Senators, each subcommittee, each leadership position, and the Senate as a whole. The Senate may request subcommittee reports from informal working groups and task forces. Finalized reports will be filed with Senate leadership. The annual Senate report will be finalized by a vote of the Senate. All annual reports will be published on the Senate webpage. The purpose of the reports is to record what work the Senate did in a given year and give year-over-year cohesion. The content of the reports will be defined by the Senate.

Article IX. Amendment

Section A – Amendment
The Senate may amend the Student Senate Bylaws by an affirmative vote of a 3/4th majority of its seated, voting membership and in accordance with the AS Constitution.
Recommendations on the Service and Activity Fee Process

**Narrative**

The Western Washington University Board of Trustees approves the Services and Activities Fee levels and budgets. As defined by RCW 28B.15.041, “Services and activities fees shall be used as (1) otherwise provided by law or (2) by rule or regulation of the board of trustees . . . for the express purpose of funding student activities and programs of their particular institution.” The S&A Fees are distributed to program areas through the Services and Activities Fee Committee which is established under RCW 28B.15.045 and follows guidelines outlined by the WWU Board of Trustees. The current membership of the S&A Fee Committee consists of 9 student representatives (2 from Associated Students, 2 from Athletics, 1 from Centers, 1 from Campus Recreation, 2 from Department Related Activities Committee, and 1 from Residence Hall Association).

The current fee process is constituent areas presenting their activities and then voting amongst themselves on how the funds should be distributed and spent. The current funding distribution model does not allow for additional programs and activities to receive funding unless the committee votes to add them as a constituent area or is adopted to be housed under a current constituent area.

The WWU S&A Fee Committee operates in a manner different from peer and regional institutions that appoint at-large students to decide how the funds collected from the Services & Activities Fee should be spent, not including required bond covenants and other contractual obligations.

**Recommendations to the Board of Trustees**

**Funding structure**

**Membership**

*We ask that the committee is structured with at-large students appointed by the student government.* Membership should reflect our diverse campus community and not solely current constituent areas that already receive funding. This change should be reflected in the S&A fee governing documents and Guidelines from the Board of Trustees, which outline the current membership.

One of the main reasons current constituent areas sit on this committee is to ensure that quorum is met, and students stay engaged in this process. AS Student Government has not had a problem with at-large committee member attendance or engagement for other fee distribution committees and had students inquire about how to join the S&A fee committee as an at-large member. At-
large members will also remove the current problem of a conflict of interest where S&A fee committee members have jobs or are members of activities that are funded by the S&A fee.

Additionally, the AS Student Government believes that at-large members will better reflect the needs and wants of our diverse and changing student population. The University of Washington, which appoints students at-large to their S&A fee committee, states that the partnership between appointed students on the committee and the recommendation made to their Board of Regents, “strengthens the University of Washington to respond to student needs and create institutions that address them.”

**Regular Audit Policy**

**Audits should be regularly conducted on the operations of the S&A Fee Committee.** The Services and Activities Fee cannot fund programs that are integral to the classroom, but there are current programs funded through S&A that operate within or adjacent to academic curricula. To ensure that no student funds are used in an improper manner, we strongly recommend the Board of Trustees adopt a strict audit policy. Our recommendation on the specifications of this policy is that at least one audit should be conducted randomly during each 5-year period following this policy change.

**Recommendations to the University Administration**

**Abolish DRAC**

**Communication**

The University Administration should ensure that the business of the S&A fee committee is available to students.

**Timelines**

The University Administration should ensure that

**Recommendations to the S&A Fee Committee**

**Overview**
Overview

This document summarizes the process, allocations, and rational behind the Associated Students Western Washington University (ASWWU) FY25 Budget as recommended by the AS Finance Council. The AS Operational budget provides guidelines for the spending of student fees on AS functions for the upcoming fiscal year. This allows for strategic planning of resources and the opportunity to restructure, add, or remove elements of the AS.

Definitions of Key Terms:

**Associated Students (AS)** - All currently enrolled students at Western Washington University.

**AS Funds**: Funds allocated to the AS by the Service & Activities Fee and any revenue generated by AS Organizations.

**AS Operating Budget**: AS Funds allocated by the AS Executive Board, AS Student Senate, and AS Finance Council for the current fiscal year.

**AS Reserves**: Non-operational accounts funded from Residual Dollars.

**Deficit**: When planned revenue minus planned expenses results in a negative amount.

**Fiscal Year**: Western’s fiscal year runs July 1 - June 30. [FY25 July 1, 2024 to June 30, 2025].

**Residual Dollars** - Unspent and Unallocated AS Funds remaining in the operating budget at the end of the year, interest income, revenue generated by the sale of surplus equipment not required by any departmental Reserves, or funds specifically allocated for Reserves.

Context:

The council faced a difficult budget process this year. Mandatory increases, inflation, and enrollment of students expected to continue to decrease statewide (although this has been slow for WWU so far.) ASWWU has asked Budget Authorities to reduce budgets to what is necessary to continue services. This was in order to accommodate mandatory increases for student pay (including a new Bellingham law that will result in a $2 increase above minimum wage by May 2025) and staff restructure changes. Authorities were also asked to focus on how budgets meet Accessibility, Diversity, Equity, and Inclusion goals (ADEI). In FY’24 the AS budget was approved with deficit at $114,343. FY25 expected budget deficit is around $155,000.

Process:

**AS Finance Council worked together to create a values statement** to help guide decision making on budget allocations [see next page].

**AS Budget Authorities created reduced proposals** looking for reductions that still allow for service and activities for students- mindful of individual areas, the whole AS, and ADEI goals.

**Initial clarifying review of budgets by the AS Business Director and VU Administrative Specialist**

**Review by the Director of Student Engagement and Business Manager**

**AS Budget Authorities asked to reduce further**, requesting no higher than 12%, trying for 4%.

**Budget reviewed and approved by Finance Council (FC).**

**Next steps**: The FC approved Budget is forwarded to the AS Executive Board & AS Student Senate, and Financial Fund Manager for approval, and then to the WWU Board of Trustees.
The 2023-2024 AS Finance Council has identified values as a guide when reviewing financial requests.

Finance Council Core Values:
- Transparency
- Equity
- Stewardship and Accountability
- Student Success, Retention, and Well-being
- Community Enrichment

In order to create a shared understanding, the council has described what these values mean to them:

**Transparency**
ASWWU Finance Council will have transparency in decision making. We commit to transparency through having our language be accessible; by utilizing language that is easy to read and understand or providing definitions for the user. Agendas and documents will be posted publicly on the website.

**Equity**
Primarily, it’s essential to reflect on present inequities in this institution. The ASWWU Finance Council commits to making financial processes and budgets accessible and welcoming to the involvement of multicultural and diverse students at WWU. Prioritizing the needs of students traditionally underserved or with marginalized identities, including but not limited to BIPOC students, LGBTQ+ students, disabled students, and undocumented/mixed-status students is necessary. The council recognizes that there are areas that need extra attention: dismantling antiblackness, amplifying student voices, etc.

**Stewardship and Accountability**
We, as stewards of student dollars, must consider the whole campus community and act with their needs in mind. Balancing the budget financially and ethically with consideration given to the needs of the ever-changing student body, organizations/programs/services, and campus At-Large.

**Student Success, Retention, and Well-Being**
Success should comprise of opportunities for students to grow academically, personally, and professionally. ASWWU Finance Council supports students succeeding mentally, physically, academically, etc. This is done through attempting to reduce various barriers faced by students be they monetary, physical, emotional, or mental, etc. Budgets should consider the impacts of students at large, specifically focused on marginalized and underrepresented communities and focus on retention. Our goal is to mitigate harm and maximize positive impacts for students, while keeping in mind differential impacts to communities on campus and carefully weighing the pros and cons of each decision we make.

**Community Enrichment**
ASWWU Finance Council looks for spending that is accountable to the interests of Western’s diverse students. Increasing community engagement, involvement and sense of belonging is crucial, especially after isolating virtual times. Allocation of funds to endeavors that support the At-Large WWU community should focus on creating/increasing student access to services governed by student fees.

Approved by Finance Council on November 15, 2023 by motion FC-23-F-03.
**Finance Council:**

**Charge:** The purpose of the AS Finance Council is to serve as a central body in responsibly managing AS funds. (Including discussing and approving a recommended AS Operating Budget.)

**Membership:**
Trent Austin, Chair, non-voting (AS Business Director)
Keara Ryan, Vice Chair (AS President)
Gabe Wong (AS Senate President)
Bella Bedard (Activities Representative)
Kasey Lee (Central Services Representative)
Ava O’Neill (AS Club Rep)
Sarah Cheikho (AS Club Rep)
Sam Hughes, VU Business Services Program Support (Secretary)
Cindy Monger, VU Fiscal Analyst 2 (Secretary/sub-Advisor)
Cynthia Sandstrom, Business Manager (Council Advisor)
Dr. Frederick Collins, Director of Student Engagement (Financial Fund Manager)

**Notable Changes:**

**Note:** Original proposals by Budget Authorities and student Budget Coordinators totaled 3.15 million and reflected the amount needed to continue at current service levels. Due to the current budget situation, Budget Authorities were asked to return to their proposals and suggest reductions in programs and operating costs. This second review resulted in a decrease of $205,000 from the original proposal. Given enrollment projections and 4% fee increase, the AS was able to reduce their request to 37% from Services & Activities (S&A) from the current 37.4%, and remain only $155,866 over projected revenue (which can be covered by reserves if needed).

**Mandatory Increases:**

**Student Salary**- Level 1 Student Employees saw an increase of $1 on 5-1-24, due to a new Bellingham Law. Per university policy Level 1 employees were increased to minimum wage only, due to student employees bargaining to become a union. All student salaries are expected to increase proportionally in response to the expected Washington State Minimum Wage increases set to occur January 1, 2025, as requested by the WWU budget office this is set at 4%. There is an additional $1 increase above minimum wage on 5-1-25 and the impact of this is unknown.

**Staff Salary**- 4% Cost of Living increase for Professional Staff, 3% Cost of Living increase for Classified Staff and mandatory classified step increases, bringing some positions to 95% as required by HR, as well as position reclassifications by Human Resources in response to the restructure of the Student Engagement and Student Government areas resulted in significant increases. Health Benefits increased by $552 per month per employee.

**Other increases** (above inflation)
FXXBAD- Executive Board Administration- Students are voting in a May election about adding a new position to cover gap areas in the Executive Board, this would mean adding a AS Vice President for University Operations to the budget, wages included in current proposal.
FXXGRN- Club Funding- increase of $5,000 due to need, and an increase of 30 new clubs.
FXXOCE- Outdoor Center Admin- Combined training for all Viking Outdoor Recreation Students (Lakewood students funded separately). This is to fund wages for a 4-hour training twice a year.

**Reinstated positions:** KUGS reinstated summer positions at reduced hours and weeks of work. Restructure of positions includes some Committee Coordinator duties.
Program Reductions
(requested in second review by Budget Authorities due to current budget situation)
Leadership & Community Engagement- reduction of speaker fees
Outdoor Center (OC)- reduction of operating hours by 1 hour per day. The OC will now only be open 5 hours during the academic year, and 4 hours in the summer.
OC Excursions- reduced by 1 adventure trip per quarter (3 total) and the 5-day spring break trip.
OC Training- reduced by 5 trainings which may result in less variety of excursions offered.
Wilderness First Responder training moved to be funded out of reserves.
Publicity Center- reduction of specific software, will be using in house systems.
Telephones- reduced number of telephone lines to those necessary for business due to the increased use of Teams.

Student Employment Reductions (reduced by 5 positions total)
Club Hub- reduction of the Marketing Coordinator
KUGS- reduction of budgeted hours by 1 week during the summer
AS Productions- reduction of one Gallery Attendant, and some budgeted hours for others
AS Publicity Center- reduction of 2 graphic designers, and 1 distributer
Wavelength- reduction in budgeted student hours
AS Executive Board- reduction of budgeted hours for all positions
AS Student Senate- reduction of budgeted hours for all positions

Temporary Reductions- While there is still a healthy fund balance in the Legislative Action Fund Budget, and until the budget situation stabilizes, FXXLAF and FXXLEG will be funded from FXLACF.

Student Employee Hours- Budget Authorities were asked to review the hours for each position and make sure that it aligns with the current need for services. In an organization wide review, it was found that due to reductions in training hours, many offices were overbudgeted. These hours were reinstated, and reductions occurred in other areas.

***Note: The above reductions are for budgeting purposes only. Students are authorized to work up to the full number of hours indicated in their position descriptions. This budgeting is done with the understanding that if it is too aggressively reduced for budgeting purposes AS Reserve funds will be used to cover the amount of overage to fully fund positions. This will be revisited during the budgeting process wage review.

Temporary Position Reduction:
Web Designer- reduced for one more year to help with budget deficit.

Miscellaneous- There are also many decreases of smaller amounts in an attempt to help with the budget deficit.

Position Moves:
FXXMAR to FXXPCA- videographer and photographer moved to the Publicity allow for more direct services to AS programs and organizations.
FXXBAD to FXXSSN- AS Senate President and one Student Government Assistant to Senate Budget.

Fast Indexes Created/Dissolved:
FXXLGL- Civic Involvement Coordinator absorbed into FXXVER- Voter Education & Registration.

Revenue- efforts have been made to increase revenue wherever possible to offset increases.
AS Grant Recommended for Operationalization:

**Club Coordinator Project Position**

**Purpose:** This proposal is to hire that position as an exempt project position for two years.

**Reason:** This position will work with students at large to support new club formation, and support for club activities, which are open to all current undergraduate and graduate students. Needed due to a restructure that resulted in only 1 employee to support this area.

**Amount:** $127,308 for a 2-year grant July 1, 2022 to July 30, 2024. ($65,000 in FY'24)

**Queer Guild Council**

**Purpose/Reason:** The AS Queer Guild Council was created with the intention of establishing a group/space where Queer and/or Trans club leaders can gather and support one another in their respective clubs, share ideas, find co-sponsorships, and allocate Club Funding

**Amount:** $4,000 per year (funded for 5 years from Reserves, due to 2 years of Covid19 pandemic.)

Ongoing AS Grants:

**KUGS Operations Manager Non-Permanent Position**

**Purpose:** Hire a full-time Operations Manager for KUGS, supervised by the current KUGS General Manager. Recommended to add staff member since 2012.

**Reason:** It is rare to find radio stations of our size that work with as many student staff and volunteers as KUGS does while only having a single full-time staff member, our General Manager (Jamie Hoover). Our station currently has 8 student staff and coordinates approx. 100+ volunteers per year. The station is on air all day and part of the night 364 days a year.

**Amount:** $75,000 for the last year of a 2-year grant (July 1, 2023 to June 30, 2025).

Looking Forward:

**Student Wage Budgeting** - There was a request from students to review how the AS budgets for student employee wages. The goal is to create more specific guidance and more consistency across the organization. Due to the directive we have gotten from WWU's HR, Student Employment Center, and VP of ESS, including how the new Bellingham minimum wage law will be implemented by the Student Employment Center throughout next academic year and beyond, and on-going student employee unionization efforts, it was felt that there were too many unknowns, and that we will be in a better position in better position next academic year to address these variables. The Business Director will be returning in this position next year and will help in the review of student wage budgeting when more information is solidified.

Conclusion:

The AS Finance Council is proud to present these recommendations that were collaborative work with students and Budget Authorities, and that are fiscally responsible with student dollars. Budgets were created with Accessibility, Diversity, Equity, and Inclusion; retention, and belonging goals at the center. This year funds have been tightly budgeted due to the Service & Activities Fee increase of 4% not covering the full mandatory wage increases, operationalization of two AS Grants, and a restructure of the area. Student Wages continue to be budgeted tightly and close assessment should continue into next fiscal year. A Reserve Area called Supplemental Funding was created due to no wiggle room left in programming budgets, Reserve funding is an option for a few years until the AS Operating Budget stabilizes.
Budget Summary:

The AS Operating Budget can be divided into four areas: activities, representation, central services, and subsidies.

### FY’25 AS Budget Proposals

- **AS Activities** 20%
- **AS Central Services** 63%
- **AS Representation** 13%
- **AS Subsidies** 4%

### Fiscal Year 2025 Proposed AS Budget

Note: FY’25 percentages include reductions in many areas due to mandatory expenses outpacing fee revenue and enrollment.

<table>
<thead>
<tr>
<th>AS Activities $598,823</th>
<th>AS Activities budgets are for AS programs that provide co-curricular activities for WWU Students. Areas include Club Activities (Club Hub), KUGS FM, Viking Outdoor Recreation (Outdoor Center), AS Productions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>AS Central Services $1,849,245</td>
<td>AS Central Services budgets provide support to all AS Programs. Areas include Business Office, Communications Office, Personnel Office, Viking Union Organization staff, etc.</td>
</tr>
<tr>
<td>AS Representation $386,357</td>
<td>AS Representation budgets support AS elected officials and Civic Engagement opportunities. Areas include AS Executive Board, Student Senate, and Office of Civic Engagement.</td>
</tr>
<tr>
<td>AS Subsidies $114,431</td>
<td>AS Subsidies provides partial financial support to the Childhood Development Center and the Western Hub of Living Essentials (WHOLE) program and food pantry.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AS Budget Summary</th>
<th>FY’25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Projected Revenue FY’25</td>
<td>$2,793,990</td>
</tr>
<tr>
<td>Total Budgeted Expenses FY’25</td>
<td>$2,949,856</td>
</tr>
<tr>
<td>FY’25 Projected Deficit</td>
<td>($155,866)</td>
</tr>
<tr>
<td>Activities</td>
<td>FY24 Allocation</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>FXXACT Club Activities Admin</td>
<td>45,914</td>
</tr>
<tr>
<td>FXXGRN Grants/Loans/Underwrites</td>
<td>25,000</td>
</tr>
<tr>
<td>FXXCLC Club Conference Funding</td>
<td>15,000</td>
</tr>
<tr>
<td>FXXQGC Queer Guild Council</td>
<td></td>
</tr>
<tr>
<td><strong>Total Club Activities</strong></td>
<td>85,914</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activities</th>
<th>FY24 Allocation</th>
<th>FY25 Original Request</th>
<th>FY25 Revised Request</th>
<th>Notes on Budgets- Revised</th>
<th>Budget Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>FXXKUG KUGS 89.3 Admin</td>
<td>84,801</td>
<td>97,616</td>
<td>93,680</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXXPF KUGS Publicity</td>
<td>800</td>
<td>800</td>
<td>800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXXPR KUGS Program/News</td>
<td>38,161</td>
<td>40,462</td>
<td>38,488</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total KUGS FM</strong></td>
<td>123,762</td>
<td>138,878</td>
<td>132,968</td>
<td></td>
<td>7.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
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<th>FY24 Allocation</th>
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<th>Notes on Budgets- Revised</th>
<th>Budget Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>FXXOCA Outdoor Center Administration</td>
<td>38,617</td>
<td>61,446</td>
<td>50,283</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXOEQ OC Equipment Shop (Includes Bike Shop)</td>
<td>28,498</td>
<td>37,911</td>
<td>22,614</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXDIX OC Excursions &amp; Instruction</td>
<td>42,373</td>
<td>71,435</td>
<td>56,471</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXOLT OC Trip Leader Training</td>
<td>33,448</td>
<td>44,853</td>
<td>26,570</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXOYG OC Free Yoga Program</td>
<td>2,168</td>
<td>2,673</td>
<td>2,573</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXOPD OC Promotions &amp; Outreach</td>
<td>2,800</td>
<td>3,050</td>
<td>1,850</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Outdoor Center</strong></td>
<td>147,904</td>
<td>221,368</td>
<td>160,361</td>
<td></td>
<td>8.4%</td>
</tr>
<tr>
<td>Activities</td>
<td>FY'24 Allocation</td>
<td>FY'25 Original Request</td>
<td>FY'25 Revised Request</td>
<td>Notes on Budgets- Revised</td>
<td>Budget Descriptions</td>
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<tr>
<td><strong>FY'25 AS Budget Recommendations as of 5-6-24</strong></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>AS Productions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXASP AS Productions Administration</td>
<td>112,870</td>
<td>133,682</td>
<td>118,941</td>
<td>Mandatory wage increases. Reduced by one position and position hours.</td>
<td>The AS Productions Administration budget is primarily to pay for the staff of the office, office supplies. It is also used for staff meetings, staff trainings and local staff travel.</td>
</tr>
<tr>
<td>FXXAMP ASP Marketing and Promotions</td>
<td>-</td>
<td>-</td>
<td>112,330</td>
<td>Self sustaining budget, poster sale revenue funds.</td>
<td>This self-sustaining budget is to market ASP with promotional print items, SWAG items for Info fair, incentives for Taste Test Survey completion (about student entertainment preferences) or other office wide promotion.</td>
</tr>
<tr>
<td>FXXAVL Volunteer Program</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Self sustaining budget, poster sale revenue funds.</td>
<td>The ASP Volunteer program was created to incentivize student volunteers to advertise for events and have end of the quarter celebrations.</td>
</tr>
<tr>
<td>FXXART ASP Gallery</td>
<td>4,000</td>
<td>3,500</td>
<td>3,500</td>
<td>Decrease.</td>
<td>The VU Gallery Budget supports the presentation of 8-9 varied exhibitions each year. The VU Gallery contributes to the artistic culture of WWU by hosting diverse exhibitions primarily of student and local artwork, but also works of national and international artists.</td>
</tr>
<tr>
<td>FXXFLM ASP Films</td>
<td>12,800</td>
<td>12,800</td>
<td>12,800</td>
<td>This Budget exists to allow screenings of large-scale movies to students on campus, the substantial amount of funding allows these movies to be free of charge and explore a wide variety of film viewing experiences.</td>
<td></td>
</tr>
<tr>
<td>FXXMAM ASP Underground Coffeehouse</td>
<td>13,650</td>
<td>12,025</td>
<td>12,025</td>
<td>Transfer of performer fees and Event Services to FXXPOP.</td>
<td>Underground Coffeehouse programming builds community on WWU’s campus and Bellingham community. Programming includes: open mic night, local musicians, trivia nights, poetry slams, etc. Funds entertainment several nights a week during the academic year.</td>
</tr>
<tr>
<td>FXXPOP ASP Concerts</td>
<td>25,200</td>
<td>33,275</td>
<td>33,275</td>
<td>Decrease.</td>
<td>Increase in expenses partially transferred from FXXMAM.</td>
</tr>
<tr>
<td>FXXLWN ASP Lawnstock</td>
<td>12,600</td>
<td>12,600</td>
<td>12,600</td>
<td>Lawns is the Culinating Outdoor Festival for the academic year. The event is free and usually draws 1700-2300 people.</td>
<td></td>
</tr>
<tr>
<td>FXXSPE ASP Special Events</td>
<td>16,500</td>
<td>16,500</td>
<td>16,500</td>
<td>Fund large-scale entertainment and educational programming for the Western community via specialty events. Expenses include performer &amp; speaker fees, event services, ticketing fees, etc. Varies yearly based on interest/need.</td>
<td></td>
</tr>
<tr>
<td>FXXSMR Summer Programming</td>
<td>4,000</td>
<td>3,600</td>
<td>3,600</td>
<td>Decrease.</td>
<td>Funds free noon concerts open to all that take place during the 6-week summer session on 5 of the 6 Wednesdays in the PAC Plaza, or 5 one hour performances.</td>
</tr>
<tr>
<td><strong>Total AS Productions</strong></td>
<td>201,620</td>
<td>227,982</td>
<td>213,241</td>
<td>5.8%</td>
<td></td>
</tr>
<tr>
<td><strong>Centralized Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FXXCMP Printer Maintenance</strong></td>
<td>1,900</td>
<td>1,400</td>
<td>1,000</td>
<td>Decrease in use.</td>
<td>Budget covers the paper &amp; toner for AS printers.</td>
</tr>
<tr>
<td><strong>FXXCPY Copy Machine</strong></td>
<td>4,500</td>
<td>4,500</td>
<td>4,500</td>
<td>Usage by other VU Offices is charged directly to them and offsets the cost of the machine.</td>
<td>This budget covers the base rate for the Xerox Machine and the cost of coping/printing for ASWWU.</td>
</tr>
<tr>
<td><strong>FXXINS Institutional Recharge</strong></td>
<td>153,824</td>
<td>150,392</td>
<td>150,392</td>
<td></td>
<td>The Administrative Services Assessment (ASA) is a fee set by the university to recover administrative costs from auxiliary enterprises for state provided centralized services.</td>
</tr>
<tr>
<td><strong>FXXTEL Telephone</strong></td>
<td>16,200</td>
<td>14,150</td>
<td>10,000</td>
<td>Decrease, reduction of unused phone lines.</td>
<td>This budget covers telephone costs and long distance.</td>
</tr>
<tr>
<td><strong>Total Centralized Services</strong></td>
<td>176,442</td>
<td>170,442</td>
<td>165,892</td>
<td>-6.0%</td>
<td></td>
</tr>
<tr>
<td><strong>Publicity, Communications, and Marketing</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FXXPCA AS Publicity Center Admin</strong></td>
<td>95,095</td>
<td>134,077</td>
<td>115,853</td>
<td>Reduction of 3 staff members based on need. Addition of positions moved from FXXMAR.</td>
<td>Publicity Center Admin includes chargebacks from offices, printing charges, student staff expenses, etc.</td>
</tr>
<tr>
<td><strong>FXXPCR Wavelength</strong></td>
<td>35,005</td>
<td>48,332</td>
<td>39,859</td>
<td>Mandatory wage increases.</td>
<td>Wavelength budget pays for writers, editors, and supplies for the alternative online publication that provides news coverage of student government, AS offices &amp; clubs, arts &amp; entertainment, student life &amp; other areas of life at WWU.</td>
</tr>
<tr>
<td><strong>FXXMAR Communication Office Admin</strong></td>
<td>55,516</td>
<td>46,498</td>
<td>34,939</td>
<td>2 positions moved to FXXPCA.</td>
<td>The Communications Office is responsible for organizational promotion, marketing and public relations. This office provides organization-wide support services including a central events calendar, market research, and development of strategic promotional goals.</td>
</tr>
<tr>
<td><strong>Total Publicity Communications and Marketing</strong></td>
<td>185,616</td>
<td>228,907</td>
<td>190,651</td>
<td>2.7%</td>
<td></td>
</tr>
<tr>
<td><strong>FY'24 Draft AS Budget</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allocation</td>
<td>Original Request</td>
<td>Revised Request</td>
<td>Notes on Budgets</td>
<td>Revised Budget Descriptions</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>------------------</td>
<td>-----------------</td>
<td>------------------</td>
<td>-----------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Professional Advisement &amp; Leadership Development</strong></td>
<td></td>
<td></td>
<td></td>
<td>Budget covers all professional staff involved with Student Activities and Engagement, supplies, telephone and some professional development.</td>
<td></td>
</tr>
<tr>
<td>FXXVU</td>
<td>Student Engagement Administration</td>
<td>1,273,282</td>
<td>1,421,741</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXVU</td>
<td>Student Engagement Administration</td>
<td>1,375,656</td>
<td>29,621</td>
<td>Mandatory staff increase. Position restructure, reinstatement of one position that was grant funded.</td>
<td></td>
</tr>
<tr>
<td>FXXLCE</td>
<td>Leadership Learning &amp; Community Engagement</td>
<td>31,572</td>
<td>32,571</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXLCE</td>
<td>Leadership Learning &amp; Community Engagement</td>
<td>29,621</td>
<td>8,150</td>
<td>Mandatory staff increase. Decrease in speaker fees.</td>
<td></td>
</tr>
<tr>
<td>FXXOPT</td>
<td>Student Employee Development</td>
<td>7,710</td>
<td>8,150</td>
<td>Increase in costs for training.</td>
<td></td>
</tr>
<tr>
<td>FXXOPR</td>
<td>AS Student Employee Recognition</td>
<td>2,100</td>
<td>2,600</td>
<td>Increase in cost for recognition event costs.</td>
<td></td>
</tr>
<tr>
<td><strong>Total Prof. Advisement &amp; Leadership Devlp</strong></td>
<td>1,314,664</td>
<td>1,418,977</td>
<td>1,462,112</td>
<td>11.2%</td>
<td></td>
</tr>
<tr>
<td><strong>Student Administration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXBUS</td>
<td>Business Office Admin</td>
<td>12,860</td>
<td>16,038</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXBUS</td>
<td>Business Office Admin</td>
<td>16,038</td>
<td>14,161</td>
<td>Mandatory wage increase, return to 17 hours academic, reduction in summer hours.</td>
<td></td>
</tr>
<tr>
<td>FXXPRS</td>
<td>Personnel Office Admin</td>
<td>16,556</td>
<td>16,429</td>
<td>Increase in cost for training.</td>
<td></td>
</tr>
<tr>
<td><strong>Total Student Administration</strong></td>
<td>29,416</td>
<td>30,590</td>
<td>36,420</td>
<td>4.0%</td>
<td></td>
</tr>
<tr>
<td><strong>AS Student Representation and Governance</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXBAD</td>
<td>Board Administration</td>
<td>131,600</td>
<td>118,327</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXBAD</td>
<td>Board Administration</td>
<td>151,243</td>
<td>118,327</td>
<td>Mandatory wage increases, estimated hour use increased. 2 positions moved to SSN, decrease travel.</td>
<td></td>
</tr>
<tr>
<td>FXXLAF</td>
<td>Legislative Affairs</td>
<td>-</td>
<td>-</td>
<td>Continue to be funded from FXLACF due to current budget conditions.</td>
<td></td>
</tr>
<tr>
<td>FXXSBDV</td>
<td>Diversity Initiative Fund</td>
<td>4,000</td>
<td>2,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXSBDV</td>
<td>Diversity Initiative Fund</td>
<td>4,000</td>
<td>2,000</td>
<td>Decrease due to lack of use.</td>
<td></td>
</tr>
<tr>
<td>FXXSSN</td>
<td>Student Senate</td>
<td>91,725</td>
<td>153,202</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXSSN</td>
<td>Student Senate</td>
<td>196,100</td>
<td>153,202</td>
<td>Mandatory wage increases, estimated hour use increased. 2 positions moved from BAD.</td>
<td></td>
</tr>
<tr>
<td><strong>Total AS Board of Directors</strong></td>
<td>227,325</td>
<td>271,529</td>
<td>349,343</td>
<td>19.4%</td>
<td></td>
</tr>
<tr>
<td><strong>Office of Civic Engagement</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXREP</td>
<td>Office of Civic Engagement Admin</td>
<td>91,310</td>
<td>101,953</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXREP</td>
<td>Office of Civic Engagement Admin</td>
<td>108,305</td>
<td>101,953</td>
<td>Mandatory wage increases. Restructure of positions to include Committee Coordinator.</td>
<td></td>
</tr>
<tr>
<td>FXXLEG</td>
<td>AS Elections</td>
<td>8,650</td>
<td>7,850</td>
<td>Decrease</td>
<td></td>
</tr>
<tr>
<td>FXXLEG</td>
<td>Director for Legislative Affairs</td>
<td>7,000</td>
<td>7,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FXXLEG</td>
<td>Director for Legislative Affairs</td>
<td>7,000</td>
<td>7,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FY24 Draft AS Budget</strong></td>
<td>FY24 Allocation</td>
<td>FY25 Original Request</td>
<td>FY25 Revised Request</td>
<td>Notes on Budgets</td>
<td>Revised Budget Descriptions</td>
</tr>
</tbody>
</table>
### FY'25 AS Budget Recommendations as of 5-6-24

<table>
<thead>
<tr>
<th>Allocation</th>
<th>FY24 Original Request</th>
<th>FY25 Revised Request</th>
<th>Notes on Budgets: Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Civic Involvement Coordinator</strong> (FXXLGL)</td>
<td>4,600</td>
<td>-</td>
<td>Combined with FXXVER due to new combined position.</td>
</tr>
<tr>
<td><strong>Voter Education &amp; Registration</strong> (FXXVER)</td>
<td>5,200</td>
<td>6,025</td>
<td>5,025</td>
</tr>
</tbody>
</table>

This budget funds the programming of the Civic Involvement Coordinator, which supports students' understanding of, and participation with, current political and social issues. Supports speakers, panels, workshops, media campaigns, interactive civic engagement events, or other formats that support the OCE. Funding for Western Votes and the voter registration/education program, and engage with the legislators, and provides educational and informational opportunities for students who are preparing to vote in municipal, county, state, and federal elections.

### Total Office of Civic Engagement

<table>
<thead>
<tr>
<th></th>
<th>FY24</th>
<th>FY25</th>
<th>FY25 Revised Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>116,760</td>
<td>129,380</td>
<td>114,828</td>
<td>-2%</td>
</tr>
</tbody>
</table>

### AS Subsidies

<table>
<thead>
<tr>
<th>Program</th>
<th>Original Request</th>
<th>Revised Request</th>
<th>Notes on Budgets: Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Child Development Center Administration</strong> (FXCHLD)</td>
<td>104,997</td>
<td>105,000</td>
<td>100,000</td>
</tr>
<tr>
<td><strong>Fall Info Fair</strong> (FXXSF)</td>
<td>-</td>
<td>-</td>
<td>Removed request to fund student position. Will cover with Info Fair Fees one more year.</td>
</tr>
<tr>
<td><strong>Whole Program</strong> (FXWHLE)</td>
<td>8,119</td>
<td>19,029</td>
<td>14,431</td>
</tr>
</tbody>
</table>

Total AS Subsidies: 113,116 / 124,029 / 114,431 / 1.2%

### Total AS Budget

<table>
<thead>
<tr>
<th></th>
<th>FY24</th>
<th>FY25</th>
<th>FY25 Revised Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,756,231</td>
<td>3,155,620</td>
<td>2,949,856</td>
<td>7.0%</td>
</tr>
</tbody>
</table>

### S & A Fee Revenue

<table>
<thead>
<tr>
<th>Revenue</th>
<th>FY24 Original Request</th>
<th>FY25 Revised Request</th>
<th>Notes on Budgets: Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>S&amp;A Fee Summer Quarter</strong></td>
<td>159,500</td>
<td>165,880</td>
<td>165,880</td>
</tr>
<tr>
<td><strong>S&amp;A Fee Academic</strong></td>
<td>2,480,220</td>
<td>2,579,429</td>
<td>2,628,110</td>
</tr>
<tr>
<td><strong>Difference</strong></td>
<td>(116,511)</td>
<td>(410,311)</td>
<td>(155,866)</td>
</tr>
</tbody>
</table>

FY'24 Draft AS Budget
5/14/2023 7:33 AM Email from Campus Advisory

Subject: Peaceful on-campus encampment

WWU CAMPUS ADVISORY: There is a peaceful encampment demonstration on WWU’s main Bellingham campus. As of this morning, there are about 20 tents and 50-60 individuals on Old Main lawn. Classes and services will operate as scheduled. Further updates will be provided as needed at news.wwu.edu in the “Campus News and Information” section.

5/14/2023 9:10 AM Email from President Sabah

Subject: Information and Resources Regarding Peaceful Encampment Demonstration

Dear Western community,

As you may be aware, a student encampment, similar to those which have emerged at universities across the country, has been established on Old Main lawn on WWU’s Bellingham campus. I first want to acknowledge the significance of the issues driving the encampment. The humanitarian crisis in Gaza demands urgent attention and thoughtful consideration, and I continue to be deeply moved by the genuine empathy and heartfelt concerns expressed by many of our students, faculty, and staff for the innocent citizens in Gaza, and throughout the region, who are being impacted by the war.

Peaceful protests and demonstrations play a critical role in nurturing students’ growth and fostering civic engagement, and as a public university, it is our responsibility to allow on-campus demonstrations as long as they adhere to University policies.

So far, the demonstration at Western has been peaceful, and, given our community’s strong commitment to our foundational values of respect for diversity of thought and opinion – and respect for the rights and dignity of all people – I am hopeful that this, and any demonstration on campus, will remain peaceful.

A response team has been formed, and we are actively working to bring about constructive dialogue while keeping disruption of daily campus operations to an absolute minimum. Let me be clear: Western will not tolerate discrimination of any kind, including antisemitism or Islamophobia, nor will we allow any harassing behavior, violence, or destruction of property.

Over the past several weeks, I have been meeting with student leaders from the WWU Arab Student Association, the WWU chapter of Jewish Voice for Peace, and Hillel of WWU to
discuss their concerns and how the University can better respond to them, and we will continue these important dialogues moving forward.

We are monitoring the situation closely and will continue to ensure that necessary measures are in place to maintain a safe environment for the entire campus community. If any member of our campus community feels unsafe, please do not hesitate to contact WWU University Police at (360) 650-3555. In the event of an emergency, dial 9-1-1 or (360) 650-3911.

We also encourage our community to make use of our campus support services and other resources:

Counseling and Wellness Center
Open to all WWU students, faculty and staff
Hours M/W: 8 AM – 6 PM, Tu/Th/F: 8 AM – 5 PM

The Office of Student Life
The Office of Student Life supports students experiencing crisis or difficult situations and coordinates resources
Old Main 240
Hours: M/T/Th/F: 2-4:30 p.m.

The Centers for Student Access, Community and Intercultural Engagement
The Centers is composed of the Disability Access Center, LGBTQ+ Western, and Multicultural Student Services.
Our goal is to foster community by increasing access, equity, and inclusion with a focus on identity development, community building, and advocacy.

Structural Equity and Bias Response Team
A student, staff, or faculty member can notify the BRT of a bias incident by completing and submitting the online notification form or notify the BRT by communicating directly with a team member.

University Police Department
The UPD’s Public Safety Assistants (PSA) may also be called upon to provide safety escorts and other assistance: Request PSA support by calling the non-emergency dispatch number at 360-650-3555.
Call 911 or 360-650-3911 for emergency situations.

Civil Rights & Title IX Compliance (CRTC)

CRTC at WWU implements University policies that prohibit discrimination and ensure compliance with state and federal civil rights obligations.

Visit the CRTC website for further information.

Associated Students of WWU (ASWWU)

Students can talk to their student government representatives in the Associated Students of WWU: Contact them here.

Additional information and updates are available at this FAQ website and will be posted to news.wwu.edu. For other inquiries related to the encampment that are not addressed in our FAQs, write to Questions@wwu.edu or leave a voice message at 360-650-3350.

Let us stay connected, listening, and supporting each other. Wishing you all a peaceful and productive week ahead.

Kind regards,
Sabah

5/14/2023 10:06 AM Email from VP Melynda Huskey

Subject: Information and resources regarding peaceful encampment demonstration

Dear WWU students,

I hope this message finds you well.

I am writing to provide an update on the encampment demonstration on Old Main lawn. As we watch students across the country enact their rights of assembly and free expression, we have seen a wide range of experiences and outcomes including shocking displays of hateful rhetoric and actions, harsh law enforcement engagement, and violence. But we’ve also witnessed powerful learning opportunities unfold and common ground emerge on a complex and emotional issue.

As a community, I believe we have a strong mutual foundation and commitment to shared values. We can all agree on the fact that there is a need for immediate change to enable a lasting peace in Gaza and in Israel. As with so many complex matters, people will diverge in the hows and whys, in the history and vocabulary, and in their visions of what might be
next. It’s our role and our duty as a university to foster an environment where these diverse views can be aired and explored respectfully.

We can also all agree that peaceful protests and demonstrations are inalienable rights. Practicing your rights to publicly and proudly stand for your values is integral to your learning and development, both as students at Western and as citizens of our democracy.

As our student services team engages with those in the encampment, we have every reason to believe in your collective commitment to peacefully expressing your perspectives.

We also understand that for many of you, this is an extraordinarily difficult moment in your lives. Please know that we understand that coming to campus may be difficult for some of you. The crisis in Gaza and in the region more broadly is a deeply felt and personal topic. We urge all of you to keep this close to heart in the coming days and weeks. Be kind to each other. Listen to each other. And we will also listen, will also exercise kindness.

On that note, WWU’s leadership, in collaboration with our faculty, will be discussing ways to provide further support and accommodation as we end the year. Rest assured, we are making every effort to ensure that your ability to complete the quarter, to receive class credits, and to walk at graduation will not be disrupted.

And finally, as President Randhawa also shared in his earlier message to campus, please make use of the resources available.

Counseling and Wellness Center
Crisis Support
Community Crisis Line, 1-800-584-3578
Crisis Text Line, text HOME to 741741
Domestic Violence and Sexual Assault Support Services (DVSAS) of Whatcom County, 1-877-715-1563
988 National Suicide & Crisis Lifeline, 988
Trevor Project: Preventing Suicide Among LGBTQ+ Youth, 1-866-488-7386
Trans Lifeline, 1-877-565-8860
Veterans’ Crisis Line, 988, Press 1 or text 838255
Native and Strong Lifeline 988, Press 4
Reporting Bias Incidents and Hate Crimes

Student Conduct Process and Code

You can all stay informed by checking for regular updates on WWU's Instagram @WesternWashingtonUniversity or news.wwu.edu. If the situation warrants, the university will send campus advisories via text message.

I will also be in regular touch as the days progress. I thank you for your attention, and all of us in Enrollment and Student Services appreciate your commitment to a kind, respectful, principled, and learning-centered campus environment.

Sincerely,

Melynda Huskey

Instagram Post on 05/14/2023 morning by @wwudivestapartheid, @wwuasa, @bopmutualaid, @jvpwwu, @nowhatcomjails
Students Demand University Divest From Genocide

No "School as Normal" While our Tuition Funds Apartheid

Tuesday, May 14th, 2024, BELLINGHAM, WASHINGTON - At approximately 4:30 AM this morning, a coalition of Western Washington University (WWU) students set up a Popular University for Gaza on campus. This encampment is established in solidarity with Palestine in recognition of the 7th month of the genocide in Gaza and the 78th year of the Nakba committed by the settler-colonial apartheid regime that is Israel. After two days of genocide in Gaza, there are no universities left. There are no fully functioning hospitals. The UK is directly implicated in this genocide through the billions of dollars of aid sent annually since the 1970's. Western Washington University is additionally implicated in this genocide through its financial ties and relationships with companies that enable and arm the Israeli occupation forces. The students of WWU refuse to continue with school as normal while our tax and tuition dollars are being used to fund genocide.

This encampment is the most recent escalation in a years-long effort on campus urging Western to divest from weapons manufacturers and companies on the Boycott Divest Sanction (BDS) list. WWU specifically has close ties with Boeing, a weapons manufacturing company whose exports are currently being used by the Israeli Government to carry out their genocide in Gaza. On Friday, May 13th, students from the WWU Arab Student Association and Jewish Voice for Peace chapter presented President Rahab Radelia with a list of demands. Rahab refused to concede to those demands. In response to this, students established a Popular University for Gaza at WWU, and will remain until their demands are met.

No school as normal during genocide. No tuition dollars toward genocide. None of us are free until all of us are. Free Palestine. All Eyes on Rahab.

#eyesonrahab #palestine #freepalestine #divestment #bds #wwu #westernwashingtonuniversity #ceasefirenow

View all 20 comments
1 day ago
On Thursday, May 9th, seven students, including ASA and JVP board members, met with President Randhawa and Chief Diversity Officer Dr. Jacqueline Hughes to discuss the student demands delivered Friday, May 3rd. They refused to make any commitments to our demands. Here’s what you need to know.

#eyesonrafah #palestine #freepalestine #divestment #bds #wwu #westernwashingtonuniversity #ceasefirenow

**REFUSED TO PUBLICLY APOLOGIZE TO ARAB STUDENTS**

Despite a “behind closed doors” acknowledgment of the harm the administration has caused ASA, Arab, and Arab American students, President Randhawa told us that a public apology to Arab and Arab American students would further “divide the community.” This refusal reveals that the President is more worried about false accusations of anti-Semitism or pleasing White-supremacists than he is about the harm that he personally, and his office at large, has caused to Arab and Arab American Students on Western’s campus and in the community.

Antisemitism is a real and grave threat. However, catering to false narratives that conflate anti-Zionism with antisemitism undermines our ability to effectively fight to end antisemitism and all forms of oppression.

**REFUSED COMPLETE FINANCIAL TRANSPARENCY**

President Randhawa told students that WWU has no direct investments in companies on the BDS list, but then claimed they do not know where all university money is invested. Direct investment is only one of many ways our university could be complicit in genocide. All financial ties and academic relationships to companies on the BDS list must be considered and ended—not just direct investments.

He is stalling. We demanded full financial transparency of all ties and relationships with companies complicit in the occupation and ongoing genocide in Palestine. He responded by agreeing to share some information but told us that they first have to develop a process to decide what we are allowed to know.
**REFUSED TO CUT TIES WITH BOEING AND BDS LIST COMPANIES**

President Randhawa told us that severing Western’s academic relationships with Boeing would jeopardize the “academic freedom” of students and faculty who receive research grants, scholarships, and job offers from Boeing. This university only cares about academic freedom when it aligns with its financial interests. Every single university in Gaza has been reduced to rubble and more than 80% of all educational buildings in Gaza have been destroyed or damaged. There is no academic freedom in Gaza.

Additionally, President Randhawa refused to permanently cancel the Haifa study abroad program. This program is offered through a 3rd party company. WWU must cut ties with all companies complicit in the occupation. This study abroad program in Haifa has been inactive for several years, but the administration will not even take the easiest steps to cut ties with Israel.

**REFUSED TO ACKNOWLEDGE OR ADDRESS REPRESSION**

President Randhawa refused to adopt a definition of antisemitism that differentiates between anti-Zionism and antisemitism, or to acknowledge why this is necessary. Again, this conflation undermines our ability to effectively fight to end antisemitism and all forms of oppression.

Fear is a form of repression. If academic freedom was truly a priority, the President would address the active repression of Arabs and Palestinian solidarity on campus.

**REFUSED TO SCHEDULE AN EMERGENCY BOARD OF TRUSTEES MEETING**

President Randhawa refused to schedule a Board of Trustees meeting. He refused because, in his words, many other groups want the same, and the board cannot meet with everyone as soon as they ask. This “equal treatment” argument is used as a way to pit student groups against one another. We call on all other groups to be in solidarity with us. We will not let them divide us. We will not let them ignore us.

The people of Palestine have endured displacement and violence since the Nakba of 1948, and the intensified brutality has accelerated over the past eight months. This issue is too urgent; we demand divestment now. Every day that WWU maintains relationships with these companies, more families, children, and students are refused basic human rights. Every day, more Palestinians are killed at the will of the Israeli occupation.

**CONCESSIONS**

The President agreed to “write to a federal delegation or to the State” to state the urgency of ending the “war” in Gaza. We encourage him to do so publicly. We are not asking him to take a personal stand. We are asking him to take a public stand as the representative of this university. At this stage, calling for a ceasefire without meeting any of our other demands is an easy out meant to placate us.

The President offered to personally and privately donate to humanitarian aid in Gaza but will not cut ties with the companies carrying out occupation and genocide. We are not asking for his personal financial support, we are demanding a fundamental change in our university finances.

The President agreed to set up a meeting for us with the Provost and the Dean of the College of Humanities and Social Sciences but offered no concrete commitment to ensure the new positions.

The President proposed that we begin developing a process through which students can request divestment. This is a tactic to divert us from the urgency of this moment and it is not sufficient.

**WE NEED YOUR HELP**

CALL AND EMAIL President Randhawa and the Board of Trustees and tell them to meet student demand! We can’t let them remain comfortable in their complacency in genocide.

Dr. Sabah Randhawa  
President of Western Washington University (WWU)  
Tel: (360) 693-3480  
Fax: (360) 690-6141  
randhawa@wwu.edu

Rebecca Hansen-Zeller  
Executive and Liaison to the Board of Trustees  
Tel: 360-690-4071  
hansze@wwu.edu

Dr. Jacqueline Hughes  
Chief Diversity Officer of Western Washington University & Executive Director of the Office of Equity (WWU)  
Jacqueline.Hughes@wwu.edu  
(360) 690-4255
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.