

**Western Washington University Associated Students
Board of Directors Meeting**

Wednesday, May 28, 2008

VU 567

AS Board Officers: *Present:* Abbey Weigel, Kayla Britt, Erik Lowe and Nina Lau.

Absent: Aaron Garcia and Ramiro Espinoza. *Late:* Annie Jansen

AS Student Senate Rep: Chelsea Fletcher (Student Senate Chair)

Guest(s): Rachel Lewis (International Affairs Association), Sasha Sleiman (IAA), Jason Clopper (IAA), Kristina Mader (ROP/IAA), J. Adam Brinson (AS Review), Anna Ellermeier (AS Review), Michael M. Vendiola (ESC), Brittany Otter (AS), Sarah Ishmael (AS), Nicole Brown (Senate).

MOTIONS

08-S-41 Approval of the minutes of Wednesday, May 21, 2008.

08-S-42 Approval of the Student Senate By-Laws with the grammatical change. *Passed.*

08-S-43 Approval of a not to exceed amount of \$200 for the confetti cut shredder with crosscut technology from the Fall Info Fair Budget. *Passed.*

Abbey Weigel, A.S. Vice President for Bus. and Operations, called the meeting to order at 6:00 p.m.

I. APPROVAL OF MINUTES

MOTION 08-S-41 by Weigel

Approval of the minutes of Wednesday, May 21, 2008.

Vote: 4 - 0 - 0

Action: Passed

II. REVISIONS TO THE AGENDA

Addition of Info Item- Guest B. Model UN

III. FINANCIAL REPORT

IV. PUBLIC FORUM- There were no comments.

V. PERSONNEL ITEMS

VI. INFORMATION ITEMS—GUESTS

A. ESC Job Descriptions- Michael Vendiola, Virgilio Cintron

Britt Doc. 1

Kayla Britt, Virgilio Cintron, Michael Vendiola and Kevin Majkut have been meeting to review job descriptions for student employees and are trying to make sure that they actively reflect the needs of the Ethnic Student Center. There were originally 4 positions and now they have been condensed into 3 hourly positions. (There will also be some work study assistants.) The Program Support and Public Relations positions will move to level 3 and attend AS Training. (Previously there had been no representation from the ESC at Fall Training.) The Personnel Office is on board with this. They are trying to ensure that all of the work gets taken care of. Also, they are trying to make sure that the ESC works more collaboratively with the AS. They would like to try this for next year. They reviewed the hours that the employees are using, to see if they are actually using all the hours and whether additional support may be needed in the future. They are also trying to define the job responsibilities. As it stands the assistants and staff are asked to do many things not included in their job descriptions. The hope is to attach some of the duties that have been floating around into the descriptions so that they are taken care of and that people's workload will be appropriate. One new position was brought to the Board earlier this year as a salary position. The changes in the positions are a compromise. Lowe inquired as to whether or not hiring for these positions had already occurred and if the people were informed as to the description changes. Hiring has already happened but the people who were hired were informed that the position responsibilities may

change. If these are passed they will contact the hires and see if they are still interested. They will then do a short interview to decide if the hire fits the new job description. If they are not a match then the jobs will be reopened. The significance of the positions is to have 2 ESC representatives participating in Fall Training. This would cause a dilemma if the positions had to be rehired. Lowe what is the wage level for the current positions. The Personnel Office recommended that the Program Support and Public Relations positions be moved to level 3. They are moving the responsibilities for the Web Master to the Publicity Center. This allowed them to financially support these positions. This will be an action item next week.

B. Model UN

Weigel Doc. 6

The Model UN has been working with the Services & Activities Committee, the Activities Council and the Political Science Dept. Currently it is an AS Club. However, this club has grown to the point that it needs more support than the AS can give. They feel that they take a ridiculous amount of the Activities Council funding. The reason they are coming to the board is the S & S funding did not get approved. They are requesting \$12,000-18,000 in transitional funding, above this they would pay for themselves. Next year they will be working with the Departmentally Related Activities Committee to be institutionalized as a program of the Political Science. At this point they would no longer be an AS Club. The club has had a lot of growth in the last 4 years. Weigel asked about previous funding. They received \$12,000 from the Cold Beverage Contract. Also this year Activities Council granted them \$1,900 grant and a \$500 loan. The rising costs of traveling are also a problem. The New York trip is the biggest expense because there are about 16-25 people who attend the conference. This year they had to turn people away. One issue is that the conference ends at 11:00 p.m. and so they need to have a safe hotel which is expensive. It was about \$12,000 for the trip this year. They have been working really hard with Espinoza to try to obtain alternate sources of funding. This will be an action item next week.

VII. COMMITTEE RECOMMENDATIONS

A. Provost Search Committee

Jansen

- Megan Otis – Graduate student in Anthropology, involved in WWU’s Teaching and Learning Academy
- Andrea Goddard, V.P. for Academic Affairs ’08-’09
- Marc Runyard, CBE Student and Officer in WWU’s chapter of the International Honor Society for Financial Information Students and Professionals

Annie spoke with a number of board members and forwarded on these recommendations before the Board Meeting. She was excited to have 3 qualified students from different areas.

VIII. ACTION ITEMS-

A. Student Senate By-Laws

Lowe Doc. 2

Lowe had requested that the Board review this document and he has not had any responses. He asked if there were any other corrections apart from Jansen’s grammatical correction in 4.1. He is open to hearing suggestions. Fletcher is very proud of this document.

MOTION 08-S-42 by Lowe

Approval of the Student Senate By-Laws with the grammatical change in section 4.1.

Second: Jansen

Vote: 5- 0 - 0

Action: Passed

B. BOD Shredder Request

Weigel Doc. 3

Funding is requested from the Fall Info Fair Budget because the Info Fair Coordinator will be using it primarily this summer and fall quarter.

MOTION 08-S-43 by Britt

Approval of a not to exceed amount of \$200 for the confetti cut shredder with crosscut technology from the Fall Info Fair Budget.

Second: Lau

Vote: 5- 0 - 0

Action: Passed

IX. INFORMATION ITEMS – BOARD**A. AS Budgets 2008-2009**

Weigel Doc. 4

Weigel stated that the Budget Committee finished the Budget for 2008-2009 last week. She will have all of the items washed out by next week and bring a written explanation. If anyone is interested in the individual budgets Weigel can provide them. The budget is currently \$45,000 over what the AS will receive from the Services and Activities Fee. However, they will transfer the left over funds from this year, which will be about \$40,000. Also, most of the revenue has not been accounted for. One of the big increases this year is that it will cost around \$76,000 for the Institutional Recharge. There has been a 3% increase in salaries accounted for and a decrease in fringe benefits. The Info Fair money has been moved to projected revenue since it is quite a large amount. The Info Fair Coordinator will be able to get money from the board until their revenue comes in. Usually revenue arrives before expenses are incurred. Jansen asked why postage went down so much. Weigel said that there is a lot more email and electronic sending so those funds are not being used at the rate that they have been. Jansen also asked about the computer maintenance fund. Weigel said that the AS has pretty new computers and will be purchasing more computers next year. If there is a repair or replacement need those requests will go to Facilities and Services Council. The Edge Program has a large increase because the position was split into two and now it is the course and wages. This budget also generates enough revenue to cover most of the wages. J. Adam Brinson inquired about the Sexual Awareness Center Speaks Program. This program was split from their main operating budget because it has been a large event that has been continuous over the years and that is why it shows up as 100% increase. Overall they have a 6% decrease. Jansen said it was a lovely budget. Kudos to Weigel and the Budget Committee on the Budget were given by Britt & Lowe. This will be an action item next week.

B. New AS Logo

Jansen Doc. 5

Garcia asked Jansen to speak on his behalf. The AS Promotions Committee reviewed all of the Publicity Center's proposed logos for the 100 Year Anniversary. They chose #2. They also felt that the cupcakes on the side could be used for individual events, but they wanted something more professional for the standard logo. After the 100 Year the logo would revert to #1. This will be an action item next week.

X. STUDENT SENATE REPORT**Student Senate Meeting Information**

Chelsea Fletcher, Student Senate Chair thanked the Board for approving the By-Laws. Aaron Hayman chaired the meeting last night, but there was not quorum so the meeting was canceled. The last Senate meeting will be next week.

XI. BOARD REPORTS**VP for Academic Affairs**

Anne Jansen reported that she is having a good day. She has had her normal meetings and had the last general Academic Coordinating Commission meeting of this year. Jansen would like to express her appreciation and the entire student body's appreciation of Joe St. Hilaire and the work that he was done as the Registrar for 30 years at Western. She has been working in her garden at the Outback and the shed is coming up now and it looks great. The Outback

is doing well and people have been using it a lot this spring. Also she is going to have a crazy weekend but is excited about Karen Morse's event on Saturday and Board Gathering on Sunday.

VP for Student Life

Nina Lau reported that bids were submitted at RHA for Secretary and Treasurer. Casino Night was a big hit! Alternative Transportation Advisory Committee had their forum and only 2 students: Sarah Ishmael and Brittany Otter were present along with the committee, but they had a really good discussion. She forwarded the names of all the board members to Sarah Nichols from the Athletics Department and the Board will have Athletic Passes for next year.

VP for Legislative & Governmental Affairs

Erik Lowe reported that he is working on transitions for his position and his new position as President next year. Lowe will be meeting with the administration's Legislative Team and the new AS team. Also Ishmael and Ben Wurtz will be going to the Alt. Trans. meeting tomorrow. Lowe attended the President's Planning and Resource Council meeting for Espinoza and discussed the various decision packages that will be coming up for approval at the Board of Trustees meeting. It is an exciting committee to be part of. The Alternative Transportation Master Plan will go to the next year's board.

VP for Diversity

Kayla Britt reported that the Native American Student Union will be having their Pow-Wow on Saturday admission is free. Grand entries are at 1 & 7 p.m. this is where all of the dancers come in. There will be fry bread and tacos. She has been working a lot on the ESC job descriptions. She sat on a panel for a management and diversity class. She will be speaking with Board Members individually about a funding request that was brought to the ESC this week. She also attended Ski to Sea the previous weekend.

VP for Business & Operations

Abbey Weigel read a letter to the board from Stacia Dreyer, Captain of one of the AS Ski to Sea Teams. Ski to sea was a fantastic event. With the help of AS funding, Pickle on a Stick was able to participate without incurring a financial burden. I was sad that the canoe leg was canceled, as it was my leg, but I feel that I still was able to contribute to the team by getting funding as well as hosting a post-race BBQ at my house. I tried to keep a positive spirit regardless of the cancellation. Some highlights were that our XC skier placed 4th in his division, and that our runner did awesome for her first ever competitive run. We made team shirts which were a hit with the crowd. We also took opportunities to tell others about the great funding that we received from AS, and the support of Western and the Outdoor Center. We all had a wonderful time at Ski to Sea. We are truly appreciative of the opportunity to race with Western as our sponsor and look forward the possibility of competing next year!(7 of our 8 competitors were new to Ski to Sea). Thanks so much!! There were 420 teams that were not able to do the canoe leg. Weigel has been working on the budget to get all of the numbers in correctly. She is also tying up loose ends in her last few weeks at Western.

XII. OTHER BUSINESS-

- A. Christina Van Wingerden made the Board Cheesecake to thank them for their participation in her Student Leadership Research Project.
- B. The Publications Council hired Meghan Clafin for the Fall Klipson, Colin Simpson for the Summer Front, Brett Williams for the Welcome Back edition of the Front.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 6:40 P.M.