

Western Washington University Associated Students Board of Directors Meeting

Wednesday, October 21, 2009

VU 567

AS Board Officers: *Present:* Matt Jarrell (President), Virgilio Cintron (VP Bus Ops), Ramon Rinonos-Diaz (VP Academics), Colin Watrin (VP Activities), Bernard Ikegwuoha (VP Diversity) and Mike Pond (VP Student Life) *Absent:* Morgan Holmgren (VP Governmental Affairs)

Advisor(s): Kevin Majkut, Director of Student Activities

Guest(s): Shawna Leader (AS Review), Chris Roselli (Alumni), Deborah DeWees (Alumni), Keri Weinbrecht (ASP Special Events), Aaron Garcia (AS Productions Director), Nicholas Johnson (Western Front)

MOTIONS

ASB-09-F-45 Approval of the minutes of Wednesday, October 14, 2009 with stated changes. *Passed.*

ASB-09-F-46 Approve the proposal for \$2,690 in the form of a grant out of Operating Enhancement for the VU 50th Dance Party. *Passed.*

ASB-09-F-47 Approve the Ethnic Student Center Steering Committee Charge & Charter with stated changes in Doc. 3 with a stipulation the Board see the Rules of Operation by the end of fall quarter. *Passed.*

ASB-09-F-48 Suspend the Rules of Operation to make the DRAC Interim Charge & Charter an Action Item. *Passed.*

ASB-09-F-49 Rescind motion ASB-09-S-58. *Passed.*

ASB-09-F-50 Suspend the Rules of Operations to make the Outback Carry Forward an Action Item. *Passed.*

ASB-09-F-51 Carry Forward \$7,860 from the fiscal year 08-09 budget FXXOUT with the stipulation that if there are any funds not used on the Cedar Bed Project they will be put back in the rainy day fund. *Passed.*

ASB-09-F-52 Approve Consent Items A-C. *Passed.*

Matt Jarrell, AS President, called the meeting to order at 6:05 p.m.

I. APPROVAL OF MINUTES-

Spell Cintron correctly in Financial Report, add "e" to make he in the VP Academics Board Report

MOTION ASB-09-F-45 by Pond

Approval of the minutes of Wednesday, October 14, 2009 with stated changes.

Second: Cintron Vote: 7 - 0 - 0 Action: Passed

II. REVISIONS TO THE AGENDA

Information Item A. DRAC Interim Charge & Charter will be presented by Jarrell

III. FINANCIAL REPORT- \$4,000 Operating Enhancement, \$6,390 Supplemental, \$100,000 LELF
Cintron has a meeting tomorrow to look at how to get information from other committees.

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

V. INFORMATION ITEMS – Guests

A. ASK Program – Chris Roselli

Jarrell Doc. 1

Chris Roselli and Deb DeWees, WWU Alumni Association said the ASK Program has been a dream of the Alumni for years. The Student Affairs Division is on board with this proposal.

Roselli's job is 50% about this program right now, which shows how important they think it is.

When Roselli worked in admissions, the number one question heard was is my student going to get a job after graduation? Often there are alumni asking how they can connect with students and students asking how to connect with alums. They are coming to the AS for funding because this program will be of greatest benefit to current Western Students. They surveyed alumni to see why

they would get a WWU Alumni Membership and over 90% said they wanted stay in touch with friends and they wanted career networking opportunities. In 2006 there was a bare bones version of this program where people said the company they work for and position. In the first day they had 100 volunteers. In less than six months they had 1,500 volunteers. ASK is an online database that creates opportunities for alumni to talk about their careers and includes many more options for information such as extracurricular involvement like being on the AS Board or an RA. They are hoping to make it more academically based as well. It then makes a database that students can use for a search. Who can use ASK? Career Services, Academic Advising, Student Outreach Services, Academic Clubs, Departmental Advisors, Faculty, Admissions, and AS Clubs/organizations for starters. Every other university in the area except two, have a program like this. Part of the funding they are asking for will do workshops and training for advisors on campus. The Alumni will also offer a third party connector. In the first year they would like 2,000 Alumni to participate and 3% of the student body to participate. The program is secure, anyone without a W# cannot get in to the system, alums cannot access students, and emails are secure. Alums can also turn on and off their availability. The software program was created originally by Yale and is customizable. They will put together sample emails to send to alumni, so students have an idea of what to say. There is also a feature that allows them to see the demographics of who is using it, what is working, and what is not working. There will be a section for alumni to fill out that says they would like to come and speak on campus or to an AS organization or club. If the AS decides to fund this then credit will be given to them in every aspect of the ASK Program. The AS will be a major partner in everything but will not have to provide the staffing. The costs are the software, a student intern who will run all main components of this program, and a student support staff who will work 5 hours. Alumni is getting a 60% discount because they already have a contract with Harris, which they put in writing. The Alumni association will also absorb any of the equipment support. They wanted to have a student intern and support person because they would like to have as many students as possible earn money and gain skills while they're going to school. Roselli said that having this for the students, by the students is good in the aspect of getting students and alumni involved. Cintron asked what happens after the third year. DeWees thinks that they will have built up enough momentum that they can either absorb it into their budget, get funding from the university, or have a sponsor. Cintron asked if after 3 years the advertising of a joint partnership with the AS go away. DeWees feels that it will always be important to recognize that the AS has made this possible, whether it's now or 20 years from now. Majkut said that it would be important to tell the Board's in future years what this program is about and thinks that it would be good for Alumni to present each year. Majkut thinks that the funding for jobs is lower than what the AS pays for comparable positions. Majkut thinks that they should consider also giving an additional cushion in case there are unknowns as is possible with a new program. Ikegwuoha asked why the old program went away. DeWees said that it was a book and there was no great way to distribute this and there was no process to educate or guide the users. Pond asked if these employees could be AS employees. Roselli said that they could build in some sort of update. DeWees said that she met with a group of deans, faculty, and support staff, they were excited but it was not on their list of priorities for right now. She said that they would like to start using this service now. This item will be an Action Item next week.

VI. ACTION ITEMS - Guests

A. VU 50th Anniversary

Cintron Doc. 2

Aaron Garcia, AS Productions Director apologized for not being at the meeting last week. Kerri Weinbrecht, ASP Special Events said that the dance will be on October 30th from 8-11p.m. and will be free to students. Edens has agreed to let the AS use all of their decorations, thank you Jarrell for recommending this. Marti Gras beads will be given to who they think has the best costume. There will be zombie makeup artists, a DJ from Seattle that does Michael Jackson dances, and be food. Garcia said that AS Productions will not be doing the Decade Days events, but there will still be a Decade Days hosted by the VU. Jim Schuster is going to pay for the gobo.

Garcia said that they would appreciate anything that the Board could give. Watrin asked about the number of beads. Garcia said they will be using it for promotion and attaching handbills to it. Unfortunately they will not be able to do the thriller dance in the streets due to noise concerns, but they are looking in to doing it right in front of the VU. The advertisement will be shown in animated form at the dance. Rinonos-Diaz asked about the AS is funding the VU 50th Anniversary. Garcia said they wanted to celebrate the partnership. Cintron said that we need to fund this event if the AS wants this to happen because Special Events doesn't have it in their budget to do this free program. Jarrell dittoed. Rinonos-Diaz questioned why this was not included in the budget for ASP. Jarrell said it wasn't clear at budgeting time what the VU wanted them to fund. This was a student driven idea. As it got closer they realized that someone needed to take the lead and AS Productions stepped up. Cintron thinks that it is one time special and would like to take it out of Operating Enhancement.

MOTION ASB-09-F-46 by Ikegwuoha

Approve the proposal for \$2,690 in the form of a grant out of Operating Enhancement for the VU 50th Dance Party.

Second: Watrin Vote: 6 - 0 - 0 Action: Passed

VII. PERSONNEL ITEMS (subject to immediate action)

VIII. ACTION ITEMS- Board

A. AS Ethnic Student Center Steering Committee CC Ikegwuoha Doc. 3

Ikegwuoha said this document includes all of the changes made last week. The document was passed as interim for one week. Under reportage should say the AS VP for Diversity. Pond Under rules "majority vote of the voting members, subject to review by the AS Board of Directors." Watrin thinks that the floating chairperson description doesn't necessarily need to be included. Ikegwuoha said he thinks it should be left in. Rinonos-Diaz thinks this is important because it refers to a floating chair and so it should be laid out how this member will be chosen. Ikegwuoha understands that there is a basic idea of charge & charter but feels that leaving it there doesn't hurt anything. Rinonos-Diaz asked why they didn't put in that the meetings are Tuesdays. Ikegwuoha said that the time changes quarter to quarter. Remove These meetings shall be scheduled in a manner that shall assist ESC clubs in completing tasks and programs. Pond thinks that this sentence sets the tone for the meeting and doesn't need to be in this document, it could be in the rules. Cintron and R-D ditto. Cintron asked about a timeline for the rules. Ikegwuoha will hope to have it done by the end of this quarter.

MOTION ASB-09-F-47 by Cintron

Approve the Ethnic Student Center Steering Committee Charge & Charter with sated changes in Doc. 3 with a stipulation the Board see the Rules of Operation by the end of fall quarter.

Second: Ikegwuoha Vote: 6 -0 -0 Action: Passed

The Board took a break at 7:16 p.m. and reconvened at 7:22 p.m.

IX. INFORMATION ITEMS – Board

A. DRAC Interim Charge & Charter Jarrell Doc. 4

Jarrell said that spring of last year the Board passed this Interim Charge & Charter. The motion said "Approval of the Departmentally Related Activities Committee Charge and Charter as an Interim Charge and Charter with stipulation that both the DRAC Committee and the AS Board review and make necessary changes by the end of Fall Quarter 2009." Ted Sealy presented a Charge & Charter to DRAC on Tuesday that addressed a lot of concerns that the Board had last year. Jarrell met with Wendy Boehlke, Assistant Attorney General to discuss the document. With her interpretation of the Services and Activities Fee Law, she suggested that the Board reexamine their position on sending them a Charge & Charter. Jarrell suggests rescinding this Charge & Charter, now that Sealy is presenting a document that

addresses their concerns. There has been happiness with the compromise and Jarrell feels it would be a good way to start off the year by rescinding this motion.

MOTION ASB-09-F-48 by Cintron

Suspend the Rules of Operation to make the DRAC Interim Charge & Charter an Action Item.

Second: Watrin Vote: 6 -0 -0 Action: Passed

MOTION ASB-09-F-49 by Pond

Rescind motion ASB-09-S-58.

Second: Cintron Vote: 6 -0 -0 Action: Passed

B. Hospitality Policy

Cintron Doc. 5

Nate Wallace, AS Business Director updated this policy. He added 15% gratuity and made changes to the alcohol purchase policy. Wallace has taken out the ability to purchase alcohol. Majkut said that he isn't sure that there would be reasons for them to needing to remove it from a university or state perspective. Majkut said that occasionally a club might want to do a wine tasting or something and is not sure if this would be an issue. Cintron thinks that if there is no policy about this then it is the AS making a statement that they will not be using their funds for alcohol. He mentioned a concert with a beer garden, an alumni event with wine etc. as possible reasons for keeping the policy, but also feels that everyone pays into these fees and if a student is 19 they couldn't participate in the program. Majkut said currently alcohol cannot be purchased with funds when speakers/presenters are being taken out to dinner before and event. Cintron also added in earned funds don't necessarily have to fall under the same rules. For example if a club does a bake sale then they don't necessarily have to follow these rules. Pond requested Nate to be here. Majkut said in the past they looked at program offices and clubs very differently. This might indicate that organizations that raise funds outside such as ASP might be able to spend funds differently. Ikegwuoha agrees with how it's stated in terms of clubs because if students raise funds then they are entitled to use their funds. Cintron asked if once clubs earn money and put the money in the AS Budget, do they have to follow state fund rules and AS policies? Majkut said yes. Watrin feels that what defines "outside" organizations should be clarified. This item will be an Action Item for next week.

C. Outback Carry Forward

Cintron Doc. 6

Cintron said that the Carry Over Policy clears out all organizational accounts to reserves at the end of the fiscal year. There are some instances that they would like to carry-forward some money. These proposals usually come to the Board shortly after the end of the fiscal year, but this proposal was delayed. In 07-08 the Outback was funded to create several things for revitalization. This included finishing the amphitheatre, signage a garden shed, a greenhouse, and raised beds. Some of the projects have been delayed so they have carried forward over the last few years. They would like to carry forward \$7,860 for the raised bed project. Cintron would like to do this at this meeting because the timing for installing the beds is in the fall before the rainy season. The Board originally transferred this money out of the rainy day reserves in one lump sum. Majkut thinks that the Board has already supported this project more than once and Outback asked in July, so he thinks that it is ok to move forward with this tonight. Watrin thinks any unused funds should go back to the rainy day. Ikegwuoha thinks that they should keep the money in their account. Cintron feels like this is giving them extra supplemental funding, he doesn't feel like this should been given funds for anything else, unless they return to the Board. Ikegwuoha asked if they can keep it in the outback account and if they would like to use it they would have to come back to the board. Cintron thinks this would be a shift from what they usually do; this would be an exemption and could lead to more people asking for exemption. Cintron said right now they have just what they were allocated for in the budget, this would move funds back into their account. Majkut is not sure if the allocations have been made to the rainy day reserves.

MOTION ASB-09-F-50 by Ikegwuoha

Suspend the Rules of Operations to make the Outback Carry Forward an Action Item.

Second: Cintron Vote: 6 - 0 -0 Action: Passed

MOTION ASB-09-F-51 by Cintron

Carry Forward \$7,860 from the fiscal year 08-09 budget FXXOUT with the stipulation that if there are any funds not used on the Cedar Bed Project they will be put back in the rainy day fund.

Second: Ikegwuoha Vote: 6 - 0 -0 Action: Passed

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

A. AS Structure Program & Advisory Committee- Ben Murphy (Structure 08-09)

B. AS Activities Council and AS Promotions- Carlton Eide (Vice-President of the Executive Board of the Alaska Association of Student Governments)

C. Residential Community Advisory Committee- Kai Fritchman (Resident Advisor 08-10)

MOTION ASB-09-F-52 by Pond

Approve Consent Items A-C.

Second: Cintron Vote: 6 - 0 -0 Action:

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

Anne Jansen sent her report via email. She wanted to let the Board know that the first meeting of the year went well, and that the Senate will be having a simulation next week to introduce new Senators to parliamentary procedure. If any Board members are interested in attending the meeting to introduce themselves, we meet every Tuesday at 6 PM VU 567.

XII. BOARD REPORTS**VP for Diversity**

Bernard Ikegwuoha reported that this past week has been interesting he has had Steering, been meeting up with students, making appointments with Sarah Ishmael, Sue Guenter-Schlesinger and Kunle Ojikutu to discuss situation that have arisen. Making new peer advisor positions possibly for the ESC. He is going to as many club meetings as he can.

President

Matt Jarrell reported that he went to the Environmental Club Summit and explained how clubs can use the AS. He commends the Environmental & Sustainability Program Offices for putting it on. Talk times this week have been much better than last week. He has had students talk about academic advising, mentoring for students of color, The Outback and study abroad programs. He has worked with Ted Sealy on the DRAC Charge & Charter as well as attending the DRAC meeting. He thanked the Board for rescinding the motion and feels this is a really good start to the year in working with DRAC. He had a meeting with Majkut, Cindy Monger, and Ted Pratt about how to publicize the Student Trustee position. At Cold Beverage Contract last week they gave funds for auction block to hip hop and Speaker Richard Dellamora. He has done Western Front interviews about DRAC and the Green Energy Fee. He has been doing work on Compass to Campus with Majkut and was working on the ASK presentation. He thanked Joanne DeMark for organizational leadership training.

VP for Business & Operations

Virgilio Cintron reported that they had a meeting about AS Charter. Hopefully the group will have a draft next time they meet. Watrin has asked Cintron to be on the Marketing Task Force. He will be helping the VU and AS with how documents are handled on the drives and where files are stored. He has been meeting with the Personnel Committee almost weekly about interviews and standardizing the processes. He worked with management on proposals for Supplemental Funding. Management Council has decided to move forward with salaried evaluations, so all salaried employees will be evaluated by their supervisor.

VP for Activities

Colin Watrin reported that he went to the Feminist Connection meeting after the Board meeting and attended the Environmental Club Summit with Jarrell to talk about club resources. AS Club Kickoff was last Friday. He feels it was successful and thinks they had over 200 students there. They had CBC meet and Activities Council approved several new clubs. He had the DRAC meeting on Tuesday and feels it is off to a good start. He is working with Wallace, Business Director about taskforce for promotions and marketing within the AS as a whole. He is putting together team for Project Leadership, their first meeting is tomorrow. Watrin talked with Cintron about underwrite processes.

VP for Academic Affairs

Ramon Rinonos-Diaz reported that he had three new committee meeting this week. Student Senate is off to a good start, Scholars Week began they picked the keynote speaker, he is a biochemist in California that deals with pesticides. Academic Technology is discussing a security audit that involves a planned phishing attack where they will be trying to get information from people using email to train on phishing. Academic Coordinating Commission has approved the Academic Policy Committee to begin working with Interdisciplinary Studies and how GURs are folded into some majors.

VP for Student Life

Mike Pond reported that he also attended Feminist Connection. He has been working on ASTAC and is getting the agenda ready for the first meeting Monday. He has sent all his emails to people about being appointed to a committee. He will be attending Dining Committee and went to the AS Charter meeting. He supported Jarrell on Monday with his talk times. He met with Byron from the Residence Hall Association and will be going to the meeting tomorrow. He will be meeting with Brandon Turpin about Pacific Affiliate of College and University Residence Halls.

VP for Governmental Affairs

Morgan Holmgren reported via email. Last Thursday he attended the weekly meeting of the Viking Community Builders to get touch with them about having a discussion surrounding the needs of students living off campus. He also attended the Human Services Candidate Forum at the Bellingham Cruise terminal and was able to see the candidates for county and city council discuss issues around human services. On Saturday he attended the Washington Student Association Board of Directors meeting at Bellevue College where they discussed the upcoming Higher Education Coordinating Board's tuition policy report, Initiative 1033, and the structure of the WSA general assembly meeting on November 14th, at Central Washington University. If any board members would like to attend the General Assembly meeting in Ellensburg let Holmgren know. On Monday he meet with the AS Alternative Transportation Coordinator, members of the Western Sustainability Office, the Western Card Office, and others to discuss how we can go about merging the Western Card and the Universal Bus Pass. He met with Clara Capron, Director of Financial Aid, on Monday to discuss what Western students can do legislatively to improve financial aid on campus. Legislative Affairs Council met on Tuesday and had a good conversation about the 2010 Legislative Agenda and the AS Long Term Legislative Interests document. He hopes that we will be able to approve them both at the meeting this coming week. Tomorrow Mike Bogatay, Executive Director of the Washington Student Association, will be on campus to participate in this year's first meeting of the WSA Western Campus Chapter at 6pm on Thursday in Viking Union 567.

XIII. OTHER BUSINESS-

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 8:00 P.M.