

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

Wednesday, April 9, 2008

VU 567

AS Board Officers: *Present:* Ramiro Espinoza, Abbey Weigel, Aaron Garcia, Annie Jansen, Erik Lowe and Nina Lau. *Late:* Kayla Britt.

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

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

Guest(s): Matt Bryant (AS Personnel Director), Hunter Motto (AS POP Music)

MOTIONS

08-S-01 Approval of the minutes of Wednesday, March 12, 2008. *Passed.*

08-S-02 Approval of the Info Fair Hiring Committee as stated in Doc. 1 with the additions of Cindy Monger as a non-voting member and Jim Schuster as Advisor. *Passed.*

08-S-03 Approval of allowing Hunter Motto to apply for AS POP Music Coordinator for a third year. *Passed.*

08-S-04 Approval of the Graphic Designer and AS Review Assistant Editor Job Description with the increased pay level. *Passed.*

08-S-05 Suspend the By-Laws and make Ski to Sea and action item. *Passed.*

08-S-06 Approval of funds not to exceed \$1,800 in the form of an underwrite from Operating Enhancement for AS Sponsorship of 5 AS Ski to Sea teams with changes to be made to the entry forms by Espinoza. *Passed.*

Ramiro Espinoza, A.S. President, called the meeting to order at 6:02 p.m.

I. APPROVAL OF MINUTES

MOTION 08-S-01 by Espinoza

Approval of the minutes of Wednesday, March 12, 2008.

Vote: 4 - 0 - 2

Action: Passed

II. REVISIONS TO THE AGENDA- 2 additions under other business.

III. FINANCIAL REPORT

IV. PUBLIC FORUM – there were no comments.

V. PERSONNEL ITEMS

A. Info Fair Hiring Committee

Espinoza Doc. 1

MOTION 08-S-02 by Lowe

Approval of the Info Fair Hiring Committee as stated in Doc. 1 with the additions of Cindy Monger as a non-voting member and Jim Schuster as Advisor.

Second: Weigel

Vote: 5 - 0 - 1

Action: Passed

B. AS Pop Music Hiring Committee (Hunter Motto)

Weigel Doc. 2

Kayla Britt joined the meeting. Moved into Executive Session Returned at 6:30 p.m.

Discussing the AS POP Music Hiring. The employment policy states “All AS salaried positions shall be limited to two full terms of office, with the exception of positions on the AS Board of Directors. Exceptions to this policy may be taken to the Board for approval”. There are diverse opinions among the board members. Espinoza stated that everyone was in support of the work that Hunter has done in the last two years. All concerns were about the policy itself and not his work.

MOTION 08-S-03 by Weigel

Approval of allowing Hunter Motto to apply for AS POP Music Coordinator for a third year.

Second: Lowe

Vote: 4 - 2 - 1

Action: Passed

C. Job Descriptions- Publicity Center

Weigel Doc. 3

The changes to the Graphic Designer and AS Review Assistant Editor include pay increases. These have been requested for these two positions based on the job duties and would go into effect starting the next academic year. Jeff Bates, Publicity Center Supervisor sent in these requests he believes this is an equity issue. The AS needs to pay people for the work they are asked to perform. He believes the Graphic Designer position deserves an increase because level 3 employees- have duties that are semi-routine but have a moderate level of responsibility and judgment; requires specific knowledge or skill. The Graphic Designer's work directly with clients and make important decisions on their own and need specific training. The AS Review Assistant Editor has added the responsibility of sharing supervision of the AS Review staff. This position also regularly works at least 15 hours a week. Espinoza asked about the fiscal impact of this and after calculations it will be minimal. Bates will be including this in the budgeting process. There are 5 Graphic Designers and one Review Assistant. Kevin Majkut pointed out that the AS Salary positions are set up in groups and is wondering if these positions are comparable to the work of these groups.

MOTION 08-S-04 by Weigel

Approval of the Graphic Designer and AS Review Assistant Editor Job Description with the increased pay level.

Second: Britt

Vote: 7 - 0 - 0

Action: Passed

VI. INFORMATION ITEMS—GUESTS

A. Final Legislative Report- 2008 Session

Lowe

Sarah Ishmael, Legislative Liaison reported that WWU had four priorities during this Legislative year. For Childcare the bills were passed through and then vetoed by Gov. Gregoire (her well thought out reasons are explained on her website.) However the Grant system is changed. Each school will receive a grant that will be based on how much the AS contributes to childcare. Campus Safety- each institution of higher education must pass a plan that highlights where to go for help, etc. However the money for mental health counselors was vetoed. Faculty Salaries- the faculty decided not to pursue this. Environmental- a lot of bills died early on in the session. However the climate change bill made its way through. In Non-priority issues the performance contracts were passed and there are two student reps for WWU in addition to faculty and admin reps. She is leaving a recommendation to the next Legislative Liaison to keep an eye on the HEC Board Master Plan. Espinoza complemented Sarah Ishmael on her exemplary work this year. She is mentioned often at the Board of Trustees meetings and President's Planning Resource meeting. Ishmael is famous and everyone has great things to say about the work she has done. Espinoza feels that, despite the vetoing of many of the bills she was working on, she has done much to improve relations with the University at the legislative level and setting a standard for student collaboration with the administration on the legislative front has made this year extremely successful. Lowe dittoed this 4 times. Ishmael stated that she has never found a school administration more willing to help out and listen and wanted to let the board know that they have good advocates in Sherry Burke and Jane Vroman. She also thanks the board for all of their support.

VII. COMMITTEE RECOMMENDATIONS**VIII. ACTION ITEMS-****IX. INFORMATION ITEMS – BOARD**

A. Ski to Sea

Espinoza Doc. 4

Espinoza is proposing that the AS sponsor 5 teams for the Ski to Sea Race the funding is not to exceed \$1,650. Espinoza is hoping to revitalize interest in Ski to Sea to encourage students and alumni to bond with members of the community. He has been working with Chris Roselli from the Alumni on this. He noticed that many people from Western compete

but has heard that many have trouble paying the entry fees. Participants funded by the AS will be required to match 1:1 their number of team members with volunteers for the parade. The Viking Band and Blue Crew also support this event. Espinoza thanked Lau for her work on connecting the campus and community as it was the basis for this idea. Fred Collins from the Outdoor Center will be handling the publicity. There are some minor changes that need to be made to the documents before they are mass produced. Majkut feels this is an innovative idea and if the board thought it was successful then they should consider how it may be funded in coming years. Espinoza suggested putting it as a special request item in the budget. Weigel feels that this is time sensitive and should be voted on tonight.

MOTION 08-S-05 by Lowe

Suspend the By-Laws and make Ski to Sea and action item.

Second: Garcia

Vote: 7 - 0 - 0

Action: Passed

MOTION 08-S-06 by Lowe

Approval of funds not to exceed \$1,800 in the form of an underwrite from Operating Enhancement for AS Sponsorship of 5 AS Ski to Sea teams with changes to be made to the entry forms by Espinoza.

Second: Jansen

Vote: 7 - 0 - 0

Action: Passed

B. Outback Revitalization- Steve Shaw

Espinoza Doc. 5

This proposal is hoping to revitalize the Outback for around \$10,000. This area is really starting to come back in to its own. Shaw is working to make it more a part of the campus community and work more with educating on sustainability. At this point the Tool Shed leaks and needs to be replaced. They are hoping to raise the community garden beds so that they warm easier in the spring and also separate the beds and mark pathways. This also should make it easier for students to garden, especially if they haven't before. They would like to add cedar planking because they are trying to be more organic and don't want to use treated wood or plastic. They would also like to have better signage to match the type of signage that is found all over campus. Shaw has been working with the university on ensuring that this signage is consistent. Shaw has been working with Tim Wynn about the tool shed. Espinoza requested a condition letter from Dean Gilman voicing his support for this project by the next board meeting. Weigel asked if they are asking for money through the budgeting process. Espinoza's idea for funding this project is to use it out of a rainy day reserve fund. He considers it a unique opportunity to fix the outback and help this program grow. Garcia stated that Activities Council gave money to the Outback for tools and we should help fund this project to protect those tools. Espinoza gave Shaw kudos for his research and presentation.

X. STUDENT SENATE REPORT

Student Senate Meeting Information

Chelsea Fletcher reported that the senate discussed the Student Tech Fee at the last meeting and it will be on the agenda again next week. Senator McLaughlin, Kumar and Provenzano are working on a smoking education campaign. Senator Brown will be working on the CDC and DRAC. The April issue of the month concerns Water Bottles. At the next senate meeting the members from Western's chapter of the ACLU will bring issues that are time sensitive for spring quarter and exhibitions for fall quarter. Senator Beilman is still working on the Health Fee. Senate Meetings are now at 6:30 p.m.

XI. BOARD REPORTS

VP for Business & Operations

Abbey Weigel reported that the first meeting of the Facilities and Services Council was this week and went very well. The repair and replacement requests are being reviewed and

decisions will be sent out in the following weeks. The Budget Committee will begin meeting this week and the budget process will begin. Weigel sent out letters to everyone requesting their budgets and will hopefully have each office's budget by the 21st of April. The S&A Fee Committee is in full swing with deciding how the fee will be distributed for next year and continues to meet every Wednesday morning. Hiring Committees are still going on and many have come to a decision on positions for next year. Some positions have yet to close and should be closing by the 15th.

VP for Academic Affairs

Anne Jansen reported that her hiring committee obligations have kept her very busy. She has also been attending her regular meetings, including the A.C.C. Executive and Student Senate. She enjoyed meeting with Gary Dukes from the accreditation team and looks forward to hearing the result of the visit. She is excited for all of the Board candidates, and is gearing up for the Registrar search committee and catalog committee meetings.

VP for Student Life

Nina Lau reported that she is in the process of wrapping up phone interviews for the General Bookstore Manager search with the rest of the committee. Qualifying candidates will be brought to Western's campus for further interviewing in the next few weeks. She also attended one of the three remaining Schematic Design meetings for the new Buchanan Towers Additions. She was told that it will in no way infringe upon the Outback and there will be sidewalks. Any of the proposed designs will drastically change that entrance of campus for the better. Many details are still under discussion and there are more meetings to come so please let her know what details are important to you. Lau participated in the Leadership Discussion Panel for Western Preview and reports that it was a lot of fun. RHA is co-sponsoring many events that will take place this quarter, including a Murder Mystery event, Culture Shock, HigFOM, Casino Night (theme is Welcome to the Jungle) and Gamefest. The Student Recreation Center Committee is also anticipating a need to raise the student fee in order to keep it running at the level of service it's currently at. Thank you to Garcia for attending the 8:00 a.m. meeting. Please give Lau your thoughts on this.

VP for Activities

Aaron Garcia reported that Activities Council recognized one club The Film Club and granted the Snowboarding club \$1,000 (FXXCLC) in the form of 100.00 stipends for 10 members to cover travel cost. See Attached budget for more information regarding Activities Council Budget and updated basic funding. Garcia has also been working on the AS Centennial(100 Years:) Events coordinator position. He will be sending this job description around for comments, recommendations, and concerns.

VP for Diversity

Kayla Britt reported that The ESC Bylaws were passed by the ESC Steering Committee, and will be brought to the board as an information item next week. She will start working with the ESC clubs next week to develop criteria for the various scholarships Britt has also been busy with hiring committees.

VP for Legislative & Governmental Affairs

Erik Lowe reported that he was saddened that the board had gone for almost a month without formally meeting. In that month, he had been extremely busy, traveling to Washington, DC with Sarah Ishmael and Ramiro Espinoza to meet with the staff of Washington's congressional delegation to discuss Western's federal legislative priorities. The most significant of which were the reauthorization of the Higher Education Act and various environmental bills that were tied to higher education. He also met with Emily Stuart of the

United States Student Association to discuss the upcoming Electoral Action Training (taking place on April 26th and 27th) as well as with Gabriel Pendas, the President of USSA. That meeting centered on increased cooperation between Western and USSA and went extremely well. He has also been planning the Secretary of State forum with the office of Sam Reed, who will be coming to Western at 7 pm on Monday, April 14 in VU 567 to discuss student voting issues. He will also be meeting with Jim Schuster, Patricia Ashby and Sarah Ishmael to discuss the future of the Child Development Center next week. On Tuesday there will be a meeting between Erik, Sarah, Jane Vroman, and Sherry Burkey to discuss next year's legislative session and an even better relationship between the administration and AS in Olympia. This year was outstanding when it came to that, and we would like to capitalize on the cooperation we've seen this year.

President

Ramiro Espinoza reported that:

CCC- Some discussion about this operation has been centered around student fees however I have been against using S&A fee dollars for this. If there is any input on this issue outside of how I have been approaching it, please let me know. I have been very busy working with the Association of Bellingham Neighborhood and the City in conjunction with University Administration on getting funding for this, just not by student fee.

CASAS- There has been some discussion with Dr. Ojikutu about adding a portion of this cost to the health fee. This would potentially result in a \$4 increase at this point. I have been in discussion with the Senate on this and Diana Beilman, AS Senator will be working on this issue on providing details for the Board in the future. This issue will come forth to the ASBOD if it will be added to the Health fee.

Student Co-op- This project is in flux at this point, there has been some discrepancy of vision between the students and the administration that I'm working to resolve at this point. I would like to take a moment next meeting to present this to date to the Board.

Board of Trustees- I attended the meeting last Friday and a large amount of faculty and 10 students were in protest concerning the Collective Bargaining arrangement. Also the Presidential Search Advisory Committee has turned over their recommendations to the Board of Trustees.

Western Preview- At least 20 AS Employees in attendance two forums. One was well attended. I have provided some feedback to Admissions about scheduling and timing and potential improvements. I spoke at one of the welcomes. It went well.

Women of Color Empowerment Dinner- Went well and was well attended.

Accreditation X 2 meetings - Provided good feedback.

Senate- I addressed the Senate and some strides have been made to work closer with Senators and make clear some of our intentions. I will be meeting regularly with Chelsea and reporting back to you as the information comes.

XII. OTHER BUSINESS-

- A. Student Senate- Espinoza went to the Student Senate meeting and got feedback on some issues that would be helpful for them. He asked that board members pull together 3 bullet points of things that the board is working on currently to forward to the senate. Board members will rotate this responsibility weekly.
- B. Housing and Dining Rates- Thank you to everyone for approving the Housing and Dining Rates. Willy Hart thanked the board for their opinions, because he truly values student input. Jansen is pleased that so much progress was made in the meal plans.
- C. Performance Contract student reps will be Annie Jansen and Andrea Goddard.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 7:28 P.M.