

ASCWU Board of Directors
Wednesday, August 17, 2011
11:00 a.m. BOD Conference Room
Public Meeting Minutes

Called to order by Steven Ross 10:58 a.m.

Roll Call and Introductions: Steven Ross, Paul Stayback, Allyson Mundy, KJ Stilling, James Rae, Heidi Merz, Mike Merz, Scott Drummond

Not Present: Maylin Sevilla – Called in to report

Additions and Corrections to the Agenda

- Steve - would like to add Heidi in under officer reports and add Access Screens under New Business
- Allyson – Would like to add BOD Scholarship under New Business

Officer Reports

- Executive Vice President: **Paul Stayback**
 - 1 of the people approved by the board last week for the front desk got another job, so I will have a replacement later in the meeting
 - S&A Admin Fee
 - Spoke with the auditor and we should have an answer with the next couple of weeks
 - Some items being sent to her AG
 - Jack Baker was told to stop giving me things in writing by the Provost
 - Budget
 - With the summer added in we have about 18G worth of wiggle room
 - There was a glitch in the application of the admin fee in the budgets, Sharon is working on it with the programmer and Ed Day
 - BOD Budgets
 - ESC Budget will be moved into campus accounting with Scott as the ultimate signature
 - Will sit down with Marienn, Scott and Sharon for a meeting
 - Same as SAS and BOD budgets
 - Stipends
 - I told Steve I would follow-up on this
 - Followed up with Scotty on the Stipends beginning on 1 September, said he will look into it
 - This was after Steve spoke to Paula and got little info from Paula as she was unaware of Waldeck's and Ross' conversation on this
 - US Bank

- It appears that the entire amount will go into the scholarship account
 - I have been working on this with Sharon
 - Ally called Scholarships about it and I think she has more in her report
 - Merger
 - I am looking at a Freedom of Information request for information and communications related to this.
 - At the Provost's Council, the provost went on a 5 min tangent about how important it was to work with the students/BOD on this
 - It is believed that she was genuine.
 - Michele Cyrus and Kat Whitney are being interviewed by the Washington Post today about veterans transition and the work they are doing.
 - Vice President for Clubs and Organizations: **Maylin Sevilla**
 - I have been going over resumes and cover letters for the open positions and a lot of students have shown interest so I've been reviewing all application materials.
 - I have informed Mary Orthmann that she is the new administrative assistant for the office of Clubs and Organizations.
 - I have yet to make a decision on the remaining two positions and have many resumes to sift through, I am having phone interviews this week.
 - There was some technological glitch with the job board so the three jobs didn't post on the same day, this is good for other officers to know in case their open positions didn't show up in a timely manner either.
 - Rebekah Schoonover informed me that the Ellensburg Downtown Association is putting together *Ellensburg Fallfest: Buskers in the Burg* on Saturday, October 1, 2011.
 - I have already let the artistic and musically talented clubs know of this opportunity to show off their talents to the city of Ellensburg. I have not heard back from any of them.
- Vice President for Academic Affairs: **Allyson Mundy**
 - Paul and I interviewed a possible candidate for my assistant's position or for front office staff. We decided she would be best fit for front office staff
 - Had lunch with Provost Lavine
 - She discussed different plans she has in the works
 - Attended a meeting with Steve and Diana Fishel-Hall about
 - CPORT – reaching out to students as an email blast
 - Tina Wang reached out to Paul and myself about an academic problem that is occurring on the west side. She only sent half an email so I am waiting to hear back
 - A young lady contacted me from the Lynwood campus that has very valid reasons to feel she is being mistreated by one of her professors
 - Contacted scholarship office
 - \$4,821.05 balance. Purpose it to provide support. Can be used as a scholarship of the BOD votes on it.

- Vice President for Equity and Community Affairs: **KJ Stilling**
 - Any revisions need to be approved by BOD, ESC and Council of Provity.
 - Want to put backspace to rest.
 - Will be gone August 27th – September 10th
 - Can be contacted via email/phone
- Vice President for Student Life and Facilities: **James Rae**
 - Trying to find a Wellington
 - One person is offering to volunteer at Community Day
 - Working on Bi-Mart Night, Fred Meyer Night, and Wellington's Wildfire
 - There are a lot of entities on campus that share our goals. We can share the responsibility.
 - Radio wants to be at Bi-Mart Night
 - Bi-Mart doesn't want to spend a lot of money
 - Firetruck is moved to surplus to be auctioned off.
 - It has been transferred to surplus and
- Vice president for Legislative Affairs: **Mike Merz**
 - Posting job openings this week
 - WSA – was last weekend. Didn't make any big decisions
 - Solidified calendar
- President: **Steven Ross**
 - Established bimonthly meetings with the President, Provost, and CFO.
 - Had a meeting with Dean Bergman.
 - Keith was present
 - Expressed Concerns with Center Mergers
 - I have many personal concerns that I hope will not be an issue
 - Ex. Lots of listening not a lot of action
 - I have set up bi-monthly meetings with Ethan Bergman
 - Had a meeting with Lola Gallagher, about future plans I had, that she could work with Heidi on.
 - Heidi and Lola then met on Tuesday
 - Scott Drummond sent me an email the other day, asking me to look into the seamless learning proposal. I think this is a good idea for every officer, this way they can learn the new structure, and new positions charge.
 - James Rae and I dropped off the fire truck at Surplus
 - Had lunch with the Provost and Allyson.
 - She discussed many future plans she has for the university
 - Most plans related to international appeal and networking with other universities
 - Concerned with her intent with the center mergers
 - If there is anything prior to early September you would like on our BOT retreat agenda, please email me.

- Had a meeting with Matt Citzcke and James Rae to talk about Open House and School Spirit
 - Pancake Feed before every home game
 - School Pride Fridays
 - Wildcat Wednesdays
- Met with Diana Fishel-Hall to talk about CPORT
 - I think we should really use this service
 - Talked with Heidi about it
- One-on-one's are open to everyone
- Tony Ball wants to come in next week
- You all are doing a fantastic job, keep up the hard work. We have a lot that is going to happen this year, I am glad we have a strong united team to fight the good fight.
- Heidi Merz

Special Guests

Old Business (for reference)

- Organizational Language
- Center Liaisons
- Center Mergers
- ESC
- Front Desk New Hires
- Hockey Night
- US Bank Money
- Budget
- Bite of The Burg
 - September 20th 2-5pm (14:00-17:00 for Paul)
- ESC Constitution
- BOT Retreat
- ELP
- Public Relations

New Business

- Backspace
 - James – head of sub-committee. Tried to get ahold of Maryin to discuss it and get student input. Visited the office over 4 times and no one was there.
 - KJ has received requests for putting things in the backspace.
 - KJ – We need to be sensitive but we also need to treat everyone like adults.

- ESC constitution states that ESC reserves the right to take action with or without the support of the BOD. So they can seek resolution if they don't approve of changes made by the BOD.
 - Paul – BOD Bylaws 7:5.2 ESC can make a motion and can make the BOD act on their motions.
 - Would like the Backspace to be for all students. Except for work stations which will be only for BOD personnel
 - Whatever we do, we need to be clear and decisive, we've made efforts to include ESC
 - KJ – This issue gives opportunity for people to resolve conflict
 - If we draw up a map, we should put it in writing as something we operate by. That way everyone can refer to it and see what has been agreed upon and voted on.
 - Mike – Resolution. Can be created and also amended in the future
 - Paul – I moved to table this to next week to come up with a proposal
 - James seconds. All in favor. Motion approved.
 - Steve – Would like a proposal done by the Backspace Committee by Sunday
 - James – Will attend meeting with Marian on Thursday at 10 and will bring up the Backspace issue.
 - Scott – Marian is an advisor. She isn't the ESC so you should try and get the student's input on this decision as well. I recommend waiting till students return to make this decision so the potential contract can be negotiated
 - Paul – Not a new problem. I simply want to reinstate the rules that we had last year in writing
 - Steve – KJ is the ESC vote right now. SO he can explain what was decided and why
 - Mike – We need to make sure we decide not based on what's best for the BOD or ESC but instead based upon what's best for students
 - James - Will established meeting with KJ, Paul, and myself. Will hope to define office space, open space, storage space, etc.
- ESC
 - Changed some spelling/grammar
 - Want to move some things under ECA
 - Want to move things around in the constitution
 - My alterations is to allow the VP for Equity and Community Affairs to have the same powers as the VP for Clubs and Organizations
 - Steve – Is this establishing ESC as their own funds council?
 - Mike – Yes
 - Paul – I move that we put this on the agenda for next week to be voted on during the first week.
 - James seconds. No debate. 6 – yes, 0 – no. Motion passes.
 - Paul – ESC responsibilities is in addition to club responsibilities
- ESC Constitution – KJ

- Has been working on formatting errors and grammar errors in the constitution
- Council of Probity – Who is it? How do we contact?
- Steve – Want to find a volunteer by September
- Paul – have to be hired by the end of fall quarter. Every motion we pass gets reviewed by the Council of Probity.
- Paul – When can we get a copy of the changes that you've made so we can go over the constitution and suggest other changes?
- KJ – This week.
- Paul - ESC has a constitution that needs to be approved before they can have member groups.
- KJ – Next week I'll have revision number one
- James – Motions to table
 - Paul seconds. No debate. 6 – yes, 0 – no. Motion passes.
- Budget
 - Added in summer wages
- Follow Up Trustee Letter
 - Only things that have been approved by BOD will be sent to S&A
 - James – They knew about this. There was a dispute policy and we want the opportunity to file a dispute.
- Front Desk Hires - Paul
 - Laura Jones
 - Move to hire
 - Allyson Seconds. All approved. Motion approved.
- Office Schedule – Paul
 - Move to have office hours 10-5
 - Allyson seconds. All in favor. Motion approved.
 - Everyone is there for a block of time.
- T-Shirts - Paul
 - T-Shirts
 - ASCWU-BOD on chest and STAFF on back
 - 12 shirts is \$170
 - Steve – Want to make sure everyone has a shirt
 - Paul – Want to order a big range of shirts for everyone to wear
 - James moves to allow Paul to buy shirts
 - Allyson seconds. All in favor. Approved.
- Hockey Game - Paul
 - Waiting to hear back. Will take it to Paula and get the tickets.
- ESC By-Laws
 - Already discussed above
- Center Mergers - Steve
 - Has been decided without student input. May have conflicts coming in the future

- Paul – Provost said that they don't want to move forward until students input is received. We should focus on taking a hard line on this. Want to make sure that BOD knows what's going on
- James – Provost said there will be student panels for opportunity for student input
- BOD Scholarship – Allyson
 - There are two accounts?
 - Paul –
 - Endowment Account (always generating money for the BOD). Could be used as scholarship.
 - \$14,000 from US Bank should go into scholarship account
 - Support Fund (revenue generated from endowment for BOD to spend)
 - Spending Account (interest on Endowment Account - available for BOD to spend)
 - Allyson – What accounts should I be asking for funds for scholarship account?
 - Paul – US Bank Account
- Wildcat Access Screens
 - TV screens in SURC
 - \$200/quarter for unlimited access
 - Mike – Motion to approve \$600 for the year
 - As long as the budget can afford
 - James seconds. All in favor. Motion approved.

Issues/Concerns/Announcements

- Paul working on redesigning website with
- Allyson – want to use Wildcat Screens for SAS.
 - Steve – SAS should pay for their own use of the Wildcat Screens
- Mike – Business cards. Do we need to approve them?
 - Paul – We already did.
- Mike – Would like to change emails to say (title)@cwu.edu
 - Provides continuity
 - Can get business emails separate from personal emails
 - Paul – I move to table this to Spring Quarter and set it up for next year's BOD
 - No second.
 - Paul motions to cancel his motion
 - Allyson seconds. 2 in favor (James and Paul), 1 opposed (mike), 2 abstain (Allyson and KJ). Motion passes.
 - Steve – We can allow access to our folders to next officers.

Adjournment

Mike motions to adjourn. Paul seconds. Meeting Adjourned at 12:58 p.m.