

**Services and Activities Fee Committee  
Minutes  
January 20, 2016**

**Called to order:**

Nick Shuey called the meeting to order at 5:33 p.m.

**Attendance:**

Kathleen Barlow, Mat Brown, Joseph Bryant, John DeHan, Gary Epp, Jessica Evenson, Sarah Feeney, Robert Lane, Richard Miller, Todd Shiver, Nick Shuey, Andrew Sullivan, Vene' Skyles, and Zachary Zwiener.

Excused: Patrick Stanton and Brittany Wold

**Agenda:**

**MOTION: John DeHan made a motion to approve the agenda as presented. Zachary Zwiener seconded. Motion carried.**

**Approval of Minutes:**

**MOTION: Jessica Evenson made a motion to approve the minutes of January 13, 2016. John DeHan seconded. Motion carried.**

**Reports:**

**A. Chair** – None

**B. Advisors** – Andrew reported that the BFC approved the funding for Supplemental Requests numbers 1607 and 1608. We have thus far approved \$44,821.97 in supplemental requests and the remaining budget for the rest of the year is \$80,178.03.

**Public Comment:** None

**Old Business:**

**A. Supplemental Funding Requests – Voting:**

- i. #1609 –1891 Traditions Book - \$15,000.00.** The 1891 Committee is seeking funds to help with a CWU traditions challenge. This program encourages students to find the True Wildcat within themselves by immersing themselves in our university's history, traditions, and campus life. Students will receive a CWU Traditions book including incentives for medals and lapel pins. Students participating within the CWU traditions will be more likely to retain and support

the institution's short and long term goals, be more engaged with the institution, and demonstrate higher levels of pride.

Discussion: John DeHan stated that this is a great idea for a new tradition, since the Student Government pledged more than requested I feel that \$10,000 is a fair amount to fund.

**MOTION: John DeHan made a motion to approve Supplemental Funding Request #1609 for \$10,000.00. Zachary Zwiener seconded. Motion carried with 2 abstaining.**

**New Business:**

**A. Supplemental Funding Requests – Presentation:**

i. **#1610 – ACP Conference \$4,213.50** – Students from Pulse Magazine would like to attend The Associated Collegiate Press journalism conference in Los Angeles, CA, February 18-21, 2016. The Pulse base budget will be sending four staff members to attend the conference there are an additional 6 students wanting to attend. The skills learned at this conference will help the students' continue to publish a quality magazine, which can in turn gain credibility in our region and increase self-supported revenue in the form of advertising sales.

Presented by: Mandy R

Questions: Will you be requesting money from Club Senate? No. What does the registration fee cover? Admission to the conference and the workshops. The airfare estimated seems low.

**B. Student Government – Student Fee Proposal Process**

See the attached document.

Presented by: ASCWU President Ryan Anderson

Questions: Why is 10% required and not a different number? It is written in the Student Government Bylaws as 10%. The SUB and Rec Center fees are a voluntary fee but are now mandated as they are paying a long term Bond about 18 years left. Great idea to lay out the process when new fees are requested; is there a process to repeal a fee? Not at this time, right now that would depend on how the fee was drafted. For the initiative process why not make the participation tour mandatory? It would be beneficial for the drafter to do the tour but it will not be mandatory.

**Other Business-Communication Received:** Zachary Zwiener announced that he will be graduating at the end of this quarter so will not be serving on the committee for Spring Quarter.

**Public Comment:** None.

**Adjournment:**

**MOTION: Rob Lane made a motion to adjourn the meeting. Zachary Zwiener seconded. Motion carried. Meeting adjourned at 6:16 PM.**

**Schedule of Next Meeting:**

The next meeting is scheduled for Wednesday, January 27, 2016, in SURC 301 starting at 5:30 P.M.

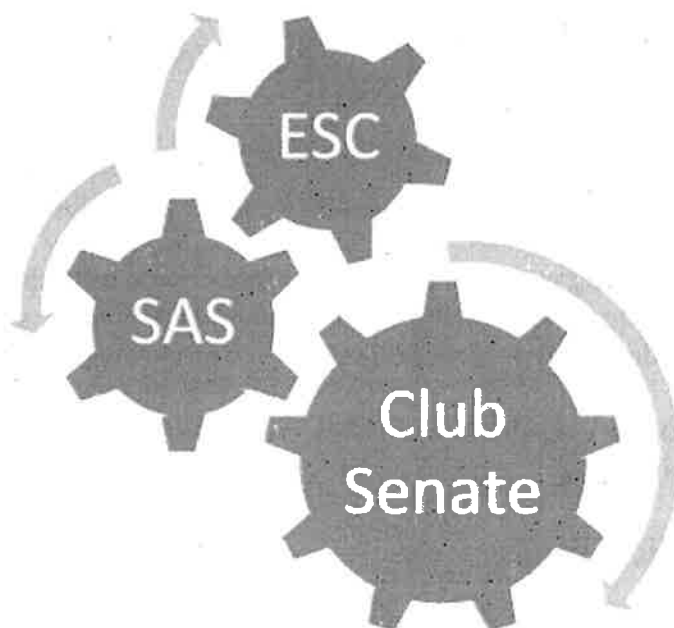


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## Associated Students of CWU Student Government

### ASCWU Student Government – Student Fee Proposal Process

#### Step 1: The Hubs (Referendums start here)



There will be a one page document, located on the ASCWU Student Government webpage, that any identified collective group of **students** can fill out. The form will state standard logistic information concerning the proposed fee. To prevent fees that stem from interests other than that of the students, this form would require a body of students to take ownership of the proposal, so that Student Government knows who is responsible for the fee in this process.

The above governance bodies are the entry points or “hubs” to this fee adoption procedure.

To be very specific, the introduction form would have to be given to one of the following officers that oversee those governance structures:

- ASCWU Vice President for Equity and Community Affairs (Equity Services Council)
- ASCWU Vice President for Academic Affairs (Student Academic Senate)
- ASCWU Vice President for Clubs and Organizations (Club Senate)

*Draft Edited as of December 28, 2015.*



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### **Step 2: Consultation (Initiatives start here)**

At this point in the process, the form *or* 10% student body petition will be given to the ASCWU Executive Vice President (EVP). It is the duty of the EVP to relay the information from the form or petition to set up an in-person meeting with the constituent group responsible for the fee **within two weeks** of receiving said introduction form. It is also the duty of the EVP to bring in one other officer to that meeting (the specific officer may be chosen by the EVP depending on how relevant their office is to the proposed fee).

If these deadlines are not met, it is the duty of the President of Student Government or the Council of Probity to hold all parties responsible for meeting deadlines stated herein.

The purpose of this meeting is to give crystal clear direction to what the fee proposal process looks like, answer any questions that the constituent group may have, and to have an **unbiased** dialogue between student government and the students proposing the fee.

**Within two weeks** of the consultation, it is the duty of the constituent group proposing the new fee to give a first draft of their fee proposal back to the Executive Vice President.

### **Step 3: Presentation Tour**

Following the submission of a first draft, the constituent group will begin a "Presentation Tour" to different student governance bodies within the institution of Central Washington University.

The goal of the presentation tour is for the student presenters to not only receive feedback from fellow student groups, but to also be given the opportunity to be adaptive to changes suggested by those students. Each presentation is moderated by a specific officer of ASCWU Student Government and it is duty of ASCWU-SG to remain unbiased until the end of the tour:

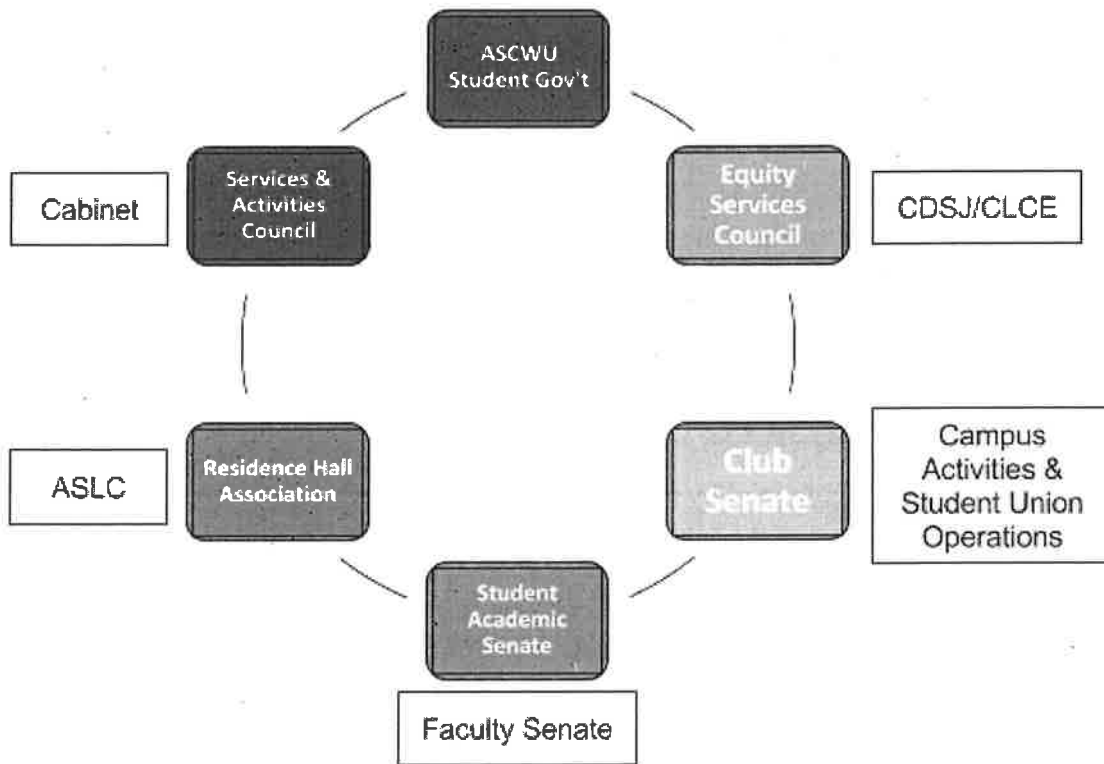
1. ASCWU Vice President for Legislative Affairs: A private, first presentation of the fee privy to only ASCWU Student Government in Executive Session.
2. ASCWU Vice President for Equity and Community Affairs: A presentation to the *Equity Services Council (ESC)*, in which any individual associated with the Center for Diversity and Social Justice (CDSJ) and Center for Leadership and Community Engagement (CLCE) is welcome to attend.
3. ASCWU Vice President for Clubs and Organizations: A presentation to *Club Senate*, in which any individual associated with Campus Activities and Student Union Operations is welcome to attend.
4. ASCWU Vice President for Academic Affairs: A presentation to the *Student Academic Senate (SAS)*, in which members of Faculty Senate are welcome to attend.



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5. ASCWU Vice President for Student Life and Facilities: A presentation to the *Residence Hall Association (RHA)*, in which representative members from the Academic and Student Life Council (ASLC) are welcome to attend.
6. ASCWU Executive Vice President: A presentation to the *Services and Activities Committee (S&A)*, in which members of the President's Cabinet are welcome to attend.
7. ASCWU President: A final presentation made at an ASCWU Student Government public meeting, where a final draft of the fee proposal will be presented to the public. Any individual within the auspices of the Associated Students of Central Washington University or members of the general public is welcome to attend.



It is the decision of ASCWU Student Government to choose to endorse or not endorse the fee after the final presentation of the fee has occurred. Once a final presentation has been made, the proposed fee *will be* voted upon in the General Election in the final state that was presented.

**A final document explaining the fee, in its entirety, will be given to the President of ASCWU Student Government at said final presentation.**



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In the case of an initiative, it is the choice of the group that has brought forth a 10% student body petition to either participate in a “Presentation Tour” or simply be put on the ballot for the General Election in the Spring. It is the duty of the Elections Commission to validate initiative petitions in their entirety before the fee is able to be voted upon by the student body.

### **Step 4: The General Election**

**All referendum or initiative paperwork is due to Student Government by March 1 at 5:00pm.** If the 1st of March falls on a weekend, it will be due at 5:00pm the Friday beforehand.

In terms of elections, the constituent groups that are proposing a new fee would be treated as separate entity from the officers running in the election. There are separate regulations for the promotional spending cap of a proposed fee and protocols that must be followed in terms of how the proposed fees can be publicized to the student body; details can be found in the 2016 Elections Packet on the ASCWU-SG webpage. A specific change that will take effect within these new procedures is the elimination of calling Special Elections to vote upon newly proposed fees. **This means that all fees must and can only be voted upon in the General Election.**

### **Step 5: Accountability of Fee Governance**

All existing fees will be governed by a specific entity appointed and accountable to the Associated Students of Central Washington University (ASCWU) Student Government.

By the 30th of June every year, these entities will be responsible to file an Annual Report to ASCWU Student Government on the financial status of the fee they are responsible for and where that money has been utilized or allocated. It is then the responsibility of ASCWU Student Government to post those financial reports on the Student Government website before classes start that next upcoming academic year.

This will now be a truly open and transparent procedure to inform all students of where their money goes in terms of “voluntary” fees, otherwise known as student-imposed fees.



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## **Associated Students of CWU Student Government**

### *Clarification on Language within ASCWU Student Government Constitution*

**initiative:** a new proposition that is *initiated* by a constituent group within the represented population; which is established by the people and voted upon by the people (petition).

**referendum:** a proposition that is brought to the attention of or *referred* to the people by the representatives of a governance body responsible for the entire population of constituents.

#### ***Voluntary Fee Language Issue:***

The term "voluntary" fee from RCW 28B.15.610 is misleading and problematic because it introduces a connotation that these fees are optional for students; however, the meaning behind this phrase is that the students are voluntarily putting the fee upon themselves as a sort of "student tax", but once it is voted upon and passed, it is then considered to be mandatory for all students. The officers of this year have decided to put this language clarification in the legislative agenda for ASCWU Student Government these next upcoming two academic quarters.