Western Washington University
Services and Activities Fee Committee Meeting
Tuesday, February 24, 2015
Viking Union 462B

PRESENT: Kiera Alkema (DRAC), Ashley Demko (ACDS), Chelsea Ghant (AS), Aaron Ignac (ACDS), Tina Loudon (VP Designee), Annika Wolters (AS)

ABSENT: Eric Alexander (AS), Christopher Bianco (DRAC), Steven Card (Athletics), David Fewings (Finance & Marketing), Adam Leonard (Campus Rec), Kurtis Pederson (Athletics), John Petrinovich-Bartich (Campus Rec), Marie Sather (Campus Rec), Ted Sealey (Journalism), Quy Ton (DRAC), Kenny Torre (DRAC), Raquel Wilson (AS)

The meeting was called to order at 8:06 by Tina Loudon.

Loudon noted that next week’s meetings agenda items are the overviews of each constituent area. Because we have two meetings a week, it is up to each area to decide how they want to present their information, but that it’s important to try to present the same information at each meeting. The information to be presented is intended to be a broad overview of each area so that the voting members have some context as to what each area does and where the budgets come from.

Discussion on Services and Activities Committee Charge and Procedural Guidelines

Loudon gave an overview of this document that went to the Board of Trustees last year in this draft form.

- It was noted that the work on this document began last year with Kevin Majkut and that it is a work in progress to replace a previous charge in response to the internal audit report.
- It was noted that yesterday there was conversation about the voting members were not always as they are now and representation as a reflection of revenues. For example, Athletics currently only has one voting representative despite receiving a large percentage of the fees. The Committee can change the composition of the Committee if constituent representation isn’t as balanced as Committee members feel it should be.
- Because each constituent area is different, it would be difficult to have the recommendation of student representatives be consistent with each. However, the goal is to make the process within each area more transparent, public, and well understood, and to have students have more of a voice in the process. Tina requested each area discuss this section and come back with suggestions for their area.
- The RCW states that the chairperson has to be elected by the voting members of the S&A Fee Committee, however by default if no one stands for election, the designee of the VP will become Chairperson. With the divided up meetings, it was suggested that the election of the chair should be postponed to the first meeting of the spring quarter when everyone will be at one meeting.
- It was noted that yesterday there was conversation about a representative from a constituent area being elected chairperson. Should that happen, it could lead to an unfair advantage. There was a lot of support for the chairperson to be someone not from a constituent area and for the paragraph under the “Chairperson” section regarding electing a student representative as chairperson be deleted.
- It was noted that yesterday that all the budget requests are pro-forma, so the language under Final Budget Reconciliation specifying the Associated Students submitting a pro-forma budget request should be altered to state that all areas are allowed to submit pro-forma budget requests.
- The goal is to finalize these guidelines this year.
- It was noted that yesterday a suggestion was made that perhaps the selection process of student representatives might be more efficient if it started the spring quarter the previous year, and will be discussed further at a later meeting.
- Alkema noted that it’s important that if a student is interested in serving as Chairperson that they be aware of the commitment required and show up to all meetings, and it would also be helpful if they had served on the Committee at least one year prior.

Meeting adjourned at 8:49.