**Western Washington University**

**Services and Activities Fee Committee
Meeting Minutes**

**Thursday, May 13, 2022; 1:00-2:00 pm**

**Microsoft Teams**

**Present:** Michael Sledge, Debbie Curry (recorder), Linda Beckman, Eric Alexander, Raquel Vigil, Noemi Bueno, Kaylan Rocamora (AS proxy), Steve Card, Steve Brummel, Mac Franks, Adam Leonard, Caitlin Summers, Cody Fowler, Lucy Caples, Travis Cram, Rebecca McLean, Jack Herring, Ichi Kwon, Mary Piekarczyk, Quin Wilder

**Absent:** Glory Busic

**Guests:** Megan McGinnis (DRAC), Susanna Schronen (VU)

**Agenda Items:** 1) Approval of May 6, 2022, Meeting Minutes, 2) Continued Budget Discussion, 3) Summer 2021 Preparation, 4) Next Steps

Quin Wilder called the meeting to order at 1:03 pm.

**Approval of May 6, 2022, Meeting Minutes:**

Quin presented the minutes from the May 6 meeting and asked if there were any questions or corrections to these minutes. There were no corrections or questions. Mac moved to approve the minutes and Quin seconded the motion. By a show of hands, the minutes for the May 6, 2022, meeting minutes were unanimously approved. No one abstained or opposed.

Note: Mac was attending a track meet and would have to be leaving the call early. Glory was absent from today’s meeting attending a conference on campus; Kaylan Rocamora attended this meeting as a proxy for Glory and joined the meeting at approximately 1:20 pm. Noemi also had a prior commitment and joined the meeting at approximately 1:30 pm.

**Continued Budget Discussion:**

Quin provided a brief recap of where last week’s meeting left off and stated he would like to hear from those who had voted in opposition of approving the motion made by Mac to approve the percentages originally presented by the constituents (also the same as last year’s percentages).

Quin added he understood everyone present was advocating for their group and he was hopeful the committee would be able to come an agreement that will benefit all constituencies. Quin asked to hear from the student voting members.

Mac reaffirmed his position and moved to go forwarded with the distributions from last year, adding he felt this was the most equitable way forward.

Raquel announced on behalf of the AS, Glory, and Noemi that Eric was prepared to present a counter proposal for the percentage splits referenced in Mac’s motion.

Before Eric was given the floor, Quin asked if there were any voting members who had comments or questions at this point. There were no comments, thoughts, or questions shared.

Quin shared that his decision to vote “no” last week was made with the intention of allowing further discussion and stated he is in favor of the percentages from last year but wanted to be sure there was a chance for everyone to be heard.

Cody echoed Mac’s sentiment and thought keeping last year’s percentages is not the easiest way to go, but seems most sensible, putting all programs in a better place moving forward rather than benefiting some programs over others.

Eric shared that although he tries to take a centrist position on this committee, he also recognizes he wears far too many hats: Financial fund manager for the Associated Students as well as supervisor and financial fund manager for Campus Recreation. Moving forward Eric indicated this is something he will give serious considerations for himself in regard to the roll he plays on this committee.

Speaking as a fund manager Eric stated that we will all have to manage whatever comes and make it work, but before he shared his suggestions, he shared some steps the committee may want to consider, almost as a charge for future committees that would really rest in the hands of the advisors now to be sure it gets carried forward for the next year. Eric shared five recommendations which he would be writing and formally submitting to the committee.

1. Understanding and making a commitment to centering access, diversity, equity, and inclusion.
2. Define a clearer understanding of how constituencies present budgets and moving beyond a one-year focus.
3. Develop consistent and robust budget training/knowledge for student representatives with the hope of increasing student participation.
4. Continue the discussion of defining the role of advisors.
5. Develop a work group to address constituency reserve policies and address how reserves play a role in decisions about budgets in the future.

As a counter proposal for the AS, Eric shared a spreadsheet walking the committee through his recommendations and briefly explaining the scenarios he presented. Eric noted his suggestions were just another way to look at the distributions and offered to answer any questions. There were no questions. Quin thanked Eric for his thoughts.

Because Mac would have to leave the meeting shortly, Quin asked Mac if Eric’s presentation changed his thoughts on his motion? Mac responded via chat he still voted for the percentages to be the same as last year.

Quin inquired what the official procedure was regarding voting proxies and Michael responded there was no policy for this and that it was up to the voting members to determine. Michael suggested that with Kaylan standing in for Glory her standing in as proxy would be something the voting members could vote to approve or disapprove for purposes of this meeting. With a quorum of voting members present, Michael suggested Quin make a motion to consider Kaylan as a proxy. Quin made a motion to approve Kaylan as proxy for Glory for the needs of this meeting, Mary Piekarczyk seconded that motion. By a show of hands, the vote was unanimous for Kaylan to stand as a proxy for Glory.

Steve again expressed his concerns with the spreadsheet Eric shared reflecting Athletics request of a maximum increase allowable which he believed was a responsible request. Given the history over the last several years of knowing increases and reduced enrollment that everybody has felt a tremendous amount of pain and the responsible thing in his mind was to come forward with a reasonable request within those constraints. Quin thanked Steve for his input.

Michael asked Eric to show the spreadsheet again so that Kaylan, Linda, and anyone who needed could see the numbers they were voting on again.

Rebecca, Travis, and Adam all had hands raised in the chat with comments they wanted to share. Quin asked them to speak keeping their comments brief so the committee could move on to further discussion.

Rebecca indicated she had advised DRAC constituents that they could not ask for anything over what they requested last year. DRAC realized that we have to work with what we get and DRACs request reflects their actual needs. Rebecca also wanted to reiterate this was prior to pay hikes and costs going up. DRACs overall request has not changed, but the relation to what we got last year looks like we are asking for more.

Travis agreed with Eric’s ideas in terms of building more space to tackle some of the questions he raised. He also indicated he felt the Teams meeting was a far from ideal forum to have an in-depth deliberation with voting members popping in and out of the meeting and questioned if the motion put forward by Athletics (Mac) was satisfactory. As a way to go forward, Travis indicated the committee could set-up an okay place to land and then see if we can get to a better place.

Adam clarified that Eric’s proposal shows Campus Rec at $7,400 over their ask which is not a true description of what we need to support our program. In reality it is about $190,000 under what we need. He added that for he and Caitlin this year’s exercise as advisors have given them a better idea of how to approach next fiscal year and what they will really need to do to support their program.

Quin indicated, although he was interested in Eric’s proposal and is open to more discussion, at this point he felt it best to keep the percentages the same this year. He understands this is a tough conversation and whatever is decided, it sounded like the committee agreed they will adjust as needed. Quin suggested the committee could go with the motion on the floor and offered others to share any input.

Mac indicated he needed to leave the meeting, but before doing so Mac made a formal motion to keep the percentages the same as last year’s distributions. Cody seconded Mac’s motion.

Michael asked to see the spreadsheet to help refresh the committee’s mind on the percentages being voted on.

Linda presented the spreadsheet highlighting the following information:

 % Increase Amt for Distribution

 Associated Students 44.3% $2,896,438

 Athletics 32.3% $2,111,850

 Campus Rec 6.9% $451,138

 DRAC 16.5% $1,078,809

 Total Distribution 100% $6,538,235

Quin asked for comments or questions from voting members before going through with the vote.

Via chat, Raquel requested for record integrity if the committee could ask Athletics to resubmit their budget with the figures and back-up that Steve has spoken to the past few meetings. She further stated the documents submitted have one revised cover sheet that lists Athletics ask as $2,135,455. Raquel questioned if all constituencies should submit revised spreadsheets given numbers have been offered outside of the official documents?

Steve responded to Raquel that the $152,000 deficit in 2023 had been included in the documentation previously submitted. The point he had been making was that he could have asked for $152K to balance their budget, reiterating that would have been irresponsible – so he did not.

Quin continued with the motion on the floor asking for other comments from the student voting members. Mac responded that he needed to leave the meeting; he stood by his previous motion.

Kaylan asked for clarification regarding the constituency and percentages ensuring she was looking at the right information.

Quin asked Mary and Noemi if they had any comments. Mary expressed support for Quin and Max’s points about DRAC and that she supported using last year’s distribution percentages; she knows DRAC can work with these distributions and she felt it was safer at this time to move forward with what is familiar rather than trying to work up something new, especially considering the unprecedented issues that have presented themselves in the recent past and what an uncertain future may hold.

Michael mentioned that from a procedural perspective he was not sure the committee could count Mac’s vote from the chat, however, with the ultimate tally, even with him not on the call, the committee still had a quorum. Quin clarified Michael was saying it was possible to push this vote out to next week – Michael confirmed that was the case.

With the current motion on the floor, Quin suggested the committee consider carrying forward the vote to the next meeting. In terms of having all student voting members present for the vote and the fact this has been a longer discussion than expected Quin felt comfortable with that option. He was also comfortable completing the motion on the floor, voting, and revisiting wherever those votes land us at the next meeting.

Mary responded that Mac had repeatedly voted to support approving the same percentages as last year for this year’s budget distribution and she would prefer not to push it out to the next meeting. Adding the committee can always discuss it again next week after the vote.

Noemi shared with the committee that according to her experience with the Roberts Rules of Order, Mac not being present means he is no longer a voting member on this voting matter, and his motion effectively dies. But she suggested the committee could start a new motion which she would be comfortable with. Quin thanked Noemi for her advice.

Quin made a motioned to keep the same distributions as last year, and that the committee vote on this decision today. Mary seconded that motion. By a show of hands (five in favor of), the vote was unanimous with no objections or abstentions. Kaylan added in the chat she voted in favor of this vote.

Quin thanked the committee for their dedication to engaging in conversations and being willing to hear each other out.

Michael reminded the committee there is still work to do: We still have Summer work to address as well. We will get preparatory material out to you before next meeting.

**Summer 2021 Preparation:** *This agenda item was not discussed*

**Next Steps:** *This agenda item was not discussed*

Today’s meeting adjourned at 1:48 pm

Next meeting: Friday, May 20, 2022, 1:00-2:00 pm, Teams Virtual