





*Executive Board Meeting  
Official Meeting Agenda*

September 1<sup>st</sup>, 2023

10:00AM – 12:00PM

To be held in-person in University Y (UWY) 103

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Open Public Forum
- VI. Unfinished Business
  - a. Updating Bylaws
    - i. **[DISCUSSION]** Title IX – Elections Code
    - ii. **[DISCUSSION]** Title X – Ratification
    - iii. **[DISCUSSION]** Title XI – Internal Accountability Policies
- VII. New Business
  - b. **[DISCUSSION]** Title III – The Senate
  - c. **[DISCUSSION]** Title IV – The Executive Board
  - d. **[DISCUSSION]** Title V – Summer Control of ASUWT
  - e. **[DISCUSSION]** Title VI – Hired Staff
  - f. **[DISCUSSION]** Title VII – Elections Calendar
  - g. **[DISCUSSION]** Title VII – Election of ASUWT Officials
  - h. **[VOTE]** Appointment of Lwazi Mabota to STFC
  - i. **[VOTE]** Appointment of Quieten Miller to STFC
  - j. **[DISCUSSION]** Appointment of Buruk Yimesgan
  - k. **[DISCUSSION]** Hiring of Kate Allred for SIAS Senator
  - l. **[DISCUSSION]** Hiring of Reece Ramirez for City Liaison
  - m. **\*Amended\*** **[DISCUSSION]** Hiring of Silver Nguyen for Multimedia Specialist
- VIII. Board Updates
- IX. Advisor Updates
- X. Adjournment

- I. Call to Order

Called to Order at 10:10am

II. Roll Call

<u>Position</u>	<u>Name</u>	<u>Status</u>	<u>Notes</u>
President	Holly Wetzel	Here	
Director of University Affairs	Roland Heyne	Here	
Director of Internal Affairs and Communications	Jamie Song	Here	
Director of Finance	Alicia Whitten	Here	
Director of Outreach	Yolanda Escribano	Here	
Director of Legislative Affairs	Chrystal Volkova	Here	
Director of Student Technology	Jayana Estacio	Here	

III. Approval of Agenda

Motion to amend the Agenda to discuss hiring Silver Nguyen for Multimedia Specialist

Moved: Heyne

Seconded: Song

Vote: 6-0-0

Added to Agenda (Make edit later)

IV. Approval of Minutes

Moved: Heyne

Seconded: Escribano

Vote: 6-0-0

V. Open Public Forum

No members of the public were present at the meeting

VI. Unfinished Business

a. Updating Bylaws

i. [DISCUSSION] Title IX – Elections Code

- President Wetzel started discussions of Elections Code, Title IX
  - Not a whole lot was edited by the Directors responsible for initial review of the Bylaws
  - President Wetzel advised that going over elections code was good to do before the quarter starts and directors should think about having run last year, what worked, what didn't, and what was needlessly annoying
- President Wetzel drew reference to the EAC positions and how the committee should be structured
  - Elections Administrator position is hired and paid hourly
  - Director Escribano asked for why the committee positions were not hired
  - Director Heyne brought up the concept of paying Elections Administrator as a stipend position
    - Advisor Leary will check on legitimacy to see if the Elections Administrator can be paid as a stipend

- Concept was brought up to provide stipends to all members of the elections committee
  - Director Whitten can consider this when proposing for Special Allocations
- President Wetzel brought up that the position is paid beginning in Autumn to host a special election during the year, before the general election
  - Specials elections would also include Constitution ratification to the campus
- Director Heyne proposed having the Elections Administrator start in Winter, using Autumn 2023 hours to make the job look a little more attractive
  - The number of hours is discouraging, but the legislative aspect of the job increases its interest.
- 901.02- President Wetzel brought attention to 901.02, with the timeline for how long into the winter quarter the EAC Members are nominated
  - Director Heyne said that keeping the language is a good motivator for future years to make sure the positions are filled
- 901.04- President Wetzel referenced 901.04 to ask if the five-day period before filing for office is appropriate for them to resign
  - Directors discussed that it does not seem fair for a person to be on the committee and then run
  - Director Volkova asked what the benefits were for someone being a part of the committee before deciding to run for elections
    - Director Volkova does not want to deter anyone from deciding to run for office
- President Wetzel references that the group could come back to Title IX because of the length of time someone has to decide before they want to run
- 902.02 – EAC Responsibilities
  - President Wetzel said that most responsibilities are typical
  - Changes that were made to include hosting events to engage students in the elections process
    - Changes also included participating in tabling opportunities during the months of elections to inform students about the elections
  - Director Heyne noted that Directors did have the time to comment on the document if needed
  - Director Escribano wanted to return to 901.02, where a timeline was designated for when EAC members were approved no later than week 4
    - Concerned that if there wasn't enough time to plan for and time out when elections can get going.
      - Director Escribano may take time to think about this for next week's meeting
- 903.03- General processes around General Elections
  - Tie-breaking procedures as well
- 904.00- References Digital polling sites
- 905.03- Filing Information and packets
  - Director Heyne said that the process worked
- Advisors' roles in the process will be formalized later in this section
- 907.05- Struck "It is assumed that instructors will maintain a neutral position in ASUWT elections. A candidate who knowledgeably engages with a biased instructor shall be subject to the review of the EAC."
  - Director Escribano brought up the concept of two students running for ASUWT in the same class

- Director Heyne stated that professors would know how to support their students and would encourage students to just participate in the process
    - 908.02- Removed DawgDen from ASUWT Resources, as it's no longer functioning
    - 915.00 Advisor Intervention
      - Legitimizes what was already being done: "Should there not be an EAC Formed after significant recruitment efforts... Advisor shall assume responsibility of the elections process"
- ii. [DISCUSSION] Title X – Ratification
  - Shifts to Title XI should Title XI be passed
- iii. [DISCUSSION] Title XI – Internal Accountability Policies
  - Shifts to Title X should it be approved
  - This information is new to the Bylaws regarding internal accountability policies for official and hired staff
    - Written by Directors Heyne, Song, and President Wetzel
  - President Wetzel reiterated that there were only 3 ways in which a member of the organization can be fired
    - Failure to fulfill the cumulative academic requirement
    - Judicial or Conduct Responsibility
    - If they do not come to meetings
      - Advisor Leary reiterated the GPA Requirement as well as how any removal because of grade and judicial situations would remain confidential to anyone other than the student who was removed from their position.
  - President Wetzel reviewed possible ways in which students can be sent to levels one, two, or three in the accountability policies
    - Director Escribano pointed out duplicates of the same information listed twice throughout the first portion
    - Advisor Leary promoted that any student removed for judicial or behavioral incidents would need to have gone through the conduct process and have been found responsible
    - Semantics were discussed to turn offending senator into offending party, to refer to moments when it may be a Director or Senator as the offending party.
      - Director Heyne directed attention to how the Director of Internal Communications and Affairs would have to handle the warning to the President
  - 1001.02- Warnings
    - In-person meetings established with Senators of concern by the Director of Internal Communications and Affairs, President, or a combination
  - 1001.03- Meetings established for action and progress
    - Director Heyne referenced that what happens after another 60-day probation, when the accountability plan is not followed.
    - Director Heyne referenced that there's a 9-month period where students serve and serving 2 probation periods would mean 2 months of work where they were under an accountability plan
    - President and or Director of Internal Communications and Affairs can skip step 2 and move the offending party to step 3.
    - Director Whitten corrected formatting to follow the structure of how steps are referred to throughout
    - Director Heyne brought up violations within the probationary period

- President Wetzel said that actions for violations during probationary period would be included in their accountability plan
  - Director Whitten and Estacio agreed that moving on was fine, because the 60-day accountability plan program steps include the concept that if violations occur, then they can proceed directly to step 3
- 1001.04-
  - President Wetzel confirmed system as giving people grace, seek ways to improve, and figure out if there's anything that can be done to keep a person on
- Bylaw discussion closed
  - Senate will pick up the bylaw review after their meeting today

## VII. New Business

### a. [VOTE] Title III – The Senate

Moved: Director Whitten

Seconded: Director Volkova

Vote: 6-0-0

### b. [VOTE] Title IV – The Executive Board

Moved: Director Estacio

Seconded: Director Escribano

Vote: 6-0-0

### c. [VOTE] Title V – Summer Control of ASUWT

Moved: Director Whitten

Seconded: Director Song

Vote: 6-0-0

### d. [VOTE] Title VI – Hired Staff

Moved: Director Heyne

Seconded: Director Volkova

Vote: 6-0-0

### e. [VOTE] Title VII – Elections Calendar

Moved: Director Estacio

Seconded: Director Heyne

Vote: 6-0-0

### f. [VOTE] Title VII – Election of ASUWT Officials

Moved: Director Heyne

Seconded: Director Song

Vote: 6-0-0

### g. [VOTE] Appointment of Lwazi Mabota to STFC

- Director Heyne provided a recap of the interview for Lwazi and Quieten. Director Song and Heyne, along with Director Estacio, did not mention any red flags about the candidates
- Director Estacio provided that we [ASUWT] need 5 members of STFC for majority
- Director Whitten asked about how STFC members are held accountable and if the ASUWT bylaws applies

- Director Volkova asked when the 5 members were needed
  - i. Director Estacio said that they have until week 4 of Autumn Quarter

Moved: Heyne

Seconded: Estacio

Vote: 6-0-0

- h. [VOTE] Appointment of Quienten Miller to STFC

Moved: Estacio

Seconded: Heyne

Vote: 6-0-0

- i. [DISCUSSION] Appointment of Buruk Yimesgen

- Director Estacio reported that they interviewed Senator Yimesgan
  - The candidates discussed in their interview that they are often in the TLC and familiar with that area like Candidate Miller
  - They are involved with organizations on campus
- Director Song reported that they are Sophomore majoring in computer Science
  - Wants to be more involved in financiers and technological aspects of the campus
  - Great at resolving conflict from interview
- Director Heyne pointed out that STFC Bylaws require an ASUWT senator to sit on the committee. Buruk is the currently SET Senator
  - Director Heyne suggested Director Song to connect with the senators to make it fairly distributed to a possible ASUWT member.
  - Director Estacio did email senators about the position to provide them with information about the position when the job was posted

- j. [DISCUSSION] Hiring of Kate Allred for SIAS Senator

- Director Song reported that they are a senior, communication and politics major
  - Enthusiastic
  - Passionate about promoting change
  - Previous experience with student government work
  - Job is appealing because she wants to get active
- Director Heyne reported that Kate is very familiar with Roberts Rules of Order
  - Can-do attitude
  - Prepared
  - Did a project on the student government leaders from last year
  - Adaptable and fast on her feet
- Director Whitten deferred to Heyne and Song
  - Organized and on point about being organized
  - Senator at her past institution
  - Kind and very enthusiastic

- k. [DISCUSSION] Hiring of Reece Ramirez for City Liaison

- Director Song reported that Reece is very interested in learning about policy
  - Improve their public speaking role
  - Work on policy
  - Communicating with the city of Sumner to promote events with local businesses
- Director Volkova was unable to attend the interview
  - Provided some context based on application materials and interview materials

- Director Volkova has some concerns about their connection to the city position, in exchange for the legislative liaison
- May want to conduct another interview as they're curious about what they're expecting
- Sounds like he would be a better fit for more legislative role
- Director Heyne reported that he has taken a job with the Ledger
  - Adapt and communicate really well
  - Wished he had not exceeded any hour limit with the Ledger
    - Reported that you can only work 19.5 hours a week
    - The city Liaison would result in maximizing his hours each week.
  - Great candidate but may want to elaborate with him in the Legislative Liaison position
- Advisor Leary advised that Director Volkova could conduct another interview if they'd like
  - Director Volkova wants to provide more hours to the City Liaison
  - Reece may benefit more from the Legislative experience
  - Director Heyne said that Reece will need to weigh those options
- Directory Escribano said that the meeting would be great, to share information about the Legislative Liaison
  - Director Heyne reported that he was very professional, charismatic, and be able to benefit the school very well in Olympia
  - Director Whitten agreed that having a more city-minded student would be more beneficial in the City Liaison position

#### L. [Discussion] hiring of Silver Nguyen for Multimedia Specialist

- Director Heyne brought the conversation as amended to the agenda
- Director Song reported that they're an ideal applicant for the position
  - Has had two internships
  - Runs a small business
- Director Escribano reported that she was unable to attend the interview but reviewed the application materials
  - Great photography
  - Runs a small business
  - Uses google calendar and maintained her organized schedule
- Director Heyne said that Director Escribano and this candidate would get along
  - The student was very quick to apply and provided information when needed
  - Seems really busy but has great time management skills

#### VIII. Board Updates

- Director Escribano
  - Campus Event Fund submitted for Rock the Vote to secure funding
  - President Wetzel asked about adding new things:
    - Food truck money was added as a potential
- Director Whitten
  - Sat in with interview with Director Heyne and Song
  - Reported back that CTF approved for \$1100 for a conference
  - SAFC Applicants that have applied: 2
  - Interviews in development



- Director Estacio
  - Finished reviewing the STFC Bylaws and edits have begun
    - Going to add in an accountability section for STFC members
  - Needs more committee promotion about open positions
    - President Wetzel suggested Orientation coverage and promoting it to new students
    - Director Heyne suggested making a flyer to connect to the Handshake posting with Director Escribano
  - Training slides are done for training new staff
- Director Song
  - First Senate meeting today at 2pm — election of Speaker is on the agenda
  - If there's time, then ASUWT bylaws will be reviewed
- Director Heyne
  - Sitting with Director Song on interviews
  - Praised Director Song for their efforts and for those who are participating on the hiring committees
  - Council for Campus Engagement is full running with members
    - Fund another CTF application
    - Director Heyne provided an overview of how the process works
    - Charge Bill will be updated to reflect the ways the committee has been operating over the last year
- Director Volkova
  - Meeting with Curt this upcoming week
  - WSA- Very involved thing
    - Teamed up with Washington Bus for a summit at CWU from Sept 5<sup>th</sup> from 11am-5.
    - Election year is coming up!
    - Washington Bus is interested in coming to campus
  - Tacoma Art Museum will host a meet-and-greet with newly elected Tacoma officials
    - Bring them to campus
    - September 13, 2023 from 5pm-7pm
  - General Assembly has been confirmed
    - October 21 and October 22 at Central Washington University
    - At least 3 people must go to be able to vote in WSA agenda conversation
    - President Wetzel said that financially, ASUWT will have to figure out who's going
    - Director Volkova said that our campus, based on size, has 5 votes
- President Wetzel
  - Report on what Madie for Health and Wellness Committee
  - Narcan accessibility will happen on campus for students
    - ASUWT to market as an early win
  - There will be a table at Convocation, along with the table at Husky Help Desk

#### IX. Advisor Updates

- Student Leader Training on September 12, 2023 from 10am-3pm in UWY 303/304
- Student Engagement Platform is coming to campus!

#### X. Adjournment

Meeting adjourned at 11:39am