**Associated Students of Willamette University**

**Senate Meeting Minutes**

**Thursday, October 23 • 7 p.m. • Smullin 222**

1. Call to Order (VP Smyth)

Meeting called to order @ 7:03pm

1. Roll Call (Clerk Hladick)

Steffy absent

1. Approval of the Agenda

**Motion to move Taiko club allocation request before confirmation of Treasurer nominee**

**Gill/Saiki**

**Approved 20-0-0**

**Motion to approve the agenda as amended**

**Mittendorf/Ekstrom**

**Approved 20-0-0**

1. Approval of the Minutes

**Motion to approve the minutes**

**Mittendorf/Hartman**

**Approved 20-0-0**

1. Officer Reports
	1. President Oswill
	2. P Oswill: I have been working on Thanksgiving break. I wrote an article in the Collegian this week with some details of extending break, the implications, and the research I’m going to conduct moving forward. Cameron and Bethany have been helping me so we will be collaborating with that and have more updates in the future.
	3. External Offices Report
		1. WEB Report

 P Oswill: I do not have a WEB report at this time.

* 1. Treasurer Ebert

T Ebert: We are in the process of having the second budget allocation- 8 or 9 clubs requested money. Finance board is meeting this Sunday to review applications and come up with a recommendation. I have also started to plan how the endowment task force committee will operate, and have been researching some things about the endowment and its creation. I am chatting with someone from UCLA who just started an endowment program at their school to get more of a sense of why it should be created and what exactly the benefits are. .

* 1. VP Smyth

VP Smyth: Elections are done, congratulations to Brad and Natalie! I am currently working on formalizing the senate historian position with the university archives. We are gonna be starting the application process at the beginning of November. I am also creating a senator mentor program for senators that enter at the semester. In addition I am starting work on the ad hoc committees that I started last week.

1. Judicial Report (Chief Justice Cusick)

 Justice Cusick: We met yesterday and went over the judicial application to made some notes and recommendations. President Oswill has not gotten back to me about that yet.

1. New Business
	1. Confirmation of Treasurer nominee

Russell: I am a senior right now and I am really looking forward to serving you. I think Greg and I can work well together, and I know he will be able to teach me all that I need to know about how to do this job well.

**Motion to approve nominee Brad Russell for ASWU Treasurer**

**Brinster/Wright**

**Approved 20-0-0**

* 1. Collegian Discussion

P Oswill: Something that external programs committee has been working on is an audit of the Collegian, which consists of looking through their General Ledger. We were in communication with Zane Sparling as well as Jake Saiki, who is the business manager of the Collegian. We finished going through the account for the 2014-2015 fiscal year. Based off of this information, we tried to organize things to make the most sense. What we did was look for the wages that were coming out of the ASWU collegian account: wages for photography, graphic design, paying the writers, etc. We tried to separate wages, as well as meter charges. We aren’t quite sure what meter charges are, but we are looking into that further.

Pate: Didn’t they originally have to send it to Portland to get printed?

VP Smyth: It gets sent to a printer in Albany.

Ekstrom: Is this the fund they are given by ASWU?

P Oswill: Yes.

Kaptanian: Beyond the wages, and meter charges, are we going to look into the rest of what they are spending their allocation on?

P Oswill: Office expenses and software weren’t included, since those are spent out of the ad account. We couldn’t develop a three year average for this therefore. We wanted to check in with ASWU and get some feedback.

Gill: Our committee ran through the ad account and collegian account through ASWU. They have been using their ad money for improvements for their office. We saw no discrepancies in their budget at all.

Ekstrom: What would you consider discrepancies?

Gill: Well for example, the ad money they generated was used to buy things they needed for their office like computers, desks, etc.

Ekstrom: Did we get a number for what is allocated to the Bistro?

P Oswill: No, that is not something we immediately collected. What information, if any more, would you like us to take from the GL accounts? We are also planning on looking at Web’s allocation in the coming week.

Kaptanian: What sort of documentation does the Collegian have in keeping track of their budget. Sometimes it can take for months for a GL to be updated? What measures do they have bookkeeping.

Saiki: We use the GL account for everything. They are usually up to date each week. We have a pretty solid idea, because things get returned to us after they are processed. We did have issues with accounting office and how they were describing things to us, because we didn’t necessarily know what they meant.

Landoni: We are auditing WEB as well next week, just to make that clear.

Symonds: Is this (the audit) just out of lack of information and specifics with what they have been spending on?

P Oswill: We thought for the purpose of uniformity, we should be consistent and audit all external programs.

Symonds: Where did the interest come from?

P Oswill: I think that a lot of it was from the senators on the committee feeling like we weren’t giving any bias to any clubs. There are a lot of things, that no one in the past two or three years, understands at some point, like the meter charge. This is a good chance to go over things, and we thought that this would be a helpful practice.

Saiki: These were things that have been approved from ASWU in the past to allow accounting to charge from the Collegian account.

P Oswill: Are there any other costs you would like us to look into?

Sader: Can we get information on the online readership? I would like to get an understanding on how much we are spending on that and how it is being used.

P Oswill: Sure.

7.3.2 Response to Debt Article

Sader: I think we should send a campus wide e-mail. The last couple of times I have tried to say something through the Collegian, it hasn’t come out the right way: this is how journalism works. We don’t need to be criticizing them in any way.

Tran: Is it possible to get the results out about the question that was polled?

VP Smyth: We are just talking about the debt article at this time.

**Motion to send out campus wide e-mail about ASWU’s current financial situation**

**Brownlee/Gill**

Sader: I would like this to be written with a cooperative effort from all three branches of the government. I think that the purpose of this is to help clear up misconceptions. Seeing it signed from all branches of the gov’t would solidify the idea that we are all agreeing. A lot of people that read the article might have got the idea that there are some deep divides between our branches.

 Ekstrom: I think that there is a lot of chaos that ensues when all three of us work on things. I think we should have Greg pen a letter saying “here is the state of the budget” and then have Exec or Senate approve it.

Kaptanian: In actuality, I think it should be a cooperative effort between the finance board, treasurer, and publicity committee. This way we have the data and the publicity. When they work together I think this would create the least amount of structural problems.

Pate: I am playing catch-up tonight. If you do send out an e-mail, I would be very aware of the fact that ASWU and the Collegian get pit against each other often. Both are supposed to be a partnership, and I feel like sometimes it gets easy to get sucked into some things. I think we need to remember this is positive rather than an attack on that so that things are just properly represented, not the way that the article was written.

Durham: I agree it should be the publicity committee that reaches out to the treasurer and finance committee to write this. I was also in support that we aren’t calling anyone out, we were just trying to clear some things up.

Symonds: I think that in finding someone who can draft an e-mail, someone should be nominated. This way, we have someone who, in a respective, neutral manner could clarify our budget without the animosity, although I don’t personally think there is any animosity.

Tran: I think it is important to keep communication with the Collegian. But we have the publicity committee to reach out to the community.

 Ekstrom: No one in here is arguing that we are trying to put the collegian on blast.

**Motion to have publicity committee to work with Greg and draft an e-mail to the student body**

 **Ekstorm/Brownlee**

 **Motion rescinded**

**Motion to have publicity committee work with Greg to draft an e-mail and have the judicial branch review it for clarity.**

**Brownlee/Saiki**

Symonds: I think it needs to be one person in order for things to be coherent. Maybe have one person from each branch? If you have an entire committee work on it I think it gets confusing.

Cusick: It sounds like one person would have the ideas coming from all different branches?

Symonds: If we had one person work on it from our publicity committee, this would be first from publicity, and then sent to judicial for clarity.

Mittendorf: I also think that this should be coming from the entirety of the government so that it is a collective group opinion. I think it could give the illusion that there are cracks among the different branches, and we need the notion that it is coming from everyone.

Symonds: I see the mis-communication, and I mean that one person should be spearheading it on behalf of everyone.

Emily Hoard: What were some of the misconceptions from the article, and what will be the main points of the e-mail?

VP Smyth: We haven’t had a chance to discuss which issues we would like to address. Does that answer you question?

Hoard: Not quite yet. I would like to know the issues you have with the article.

Symonds: I agree with what Colleen said. We need to agree on what our misconceptions are first.

Brownlee: I think that the best way to answer the question is to have my motion carried out. The PR committee will decide how to go forward, and then expand to have Greg check the facts. This e-mail will contain all of the details in our response.

 **Motion to move to the previous question**

 **Brownlee/Landoni**

 **Approved 18-1-1**

**All in favor of motion as amended: Approved 17-1-2**

**\*Back to discussion on all campus e-mail as amended\***

Brinster: If we were to pass this motion, and PR committee came up with an e-mail will they run it by senate?

 Gill: Maybe we could have a preliminary draft and send it out to senate and if you have any issues you can respond to the PR committee.

**Amend motion to have the e-mail sent out to senate for comments immediately after drafting. Senate will have 24 hours to respond.**

 **Gill/Wright**

 **Approved 20-0-0**

**Approved as amended 19-0-1**

VP Smyth: That will be the task. I will contact senator Steffy.

**Motion to add Senator Oswill’s officer report and confirmation of SSRD representative from senate**

**Ekstrom/Gill**

**Approved 20-0-0**

* 1. Over $1,500 Budget Requests
		1. Taiko Club

Matt Tom: Thanks for allowing me to be here again. Everything is outlined in this letter. The WU Taiko club is a student-run organization that aims to foster relationships between the ASP program and Willamette University students who are interested and are passionate about learning the rich history and skill required to play the traditional Japanese Drum. Last hearing we requested $12,065 and were funded $4,500 of that mainly because of the ASWU budget. Our club has doubled in size we need more drums to practice and perform on. Basically the materials we have now have been used for 15 years. We have freshman who want to be a part of this club through senior year. For different styles of playing you need different stands. We do not have the ability to play certain drums. All items we are asking funding for can be used for many years down the road. The drums will be taken care of by the club, who know how to maintain them and recognize their importance. Because I would like them to arrive this year before I graduate, we would like to have them before the end of this spring semester. Our builder needs a down payment of $3,100. We would like the Senate to consider crediting the full amount we asked for in spring 2015 once ASWU receives its spring allocation. I was wondering if this is feasible or if there are any questions regarding its feasibility.

Ekstrom: Would the money we have already allocated you go unspent?

Tom: Yes I am asking for the difference. We need a guarantee that next semester we can fund the full amount of the drum.

Saiki: One of the things that came up in our last meeting was this whole idea of club continuity. I was wondering if there are any things in particular that you can speak to about the longevity of this club without your strong leadership.

Tom: There is a Taiko club at TIU. Willamette University has the exchange program with them. Students study abroad here, and can study the art of taiko. There is a reciprocal teaching/learning relationship going on here. I am also trying to do a “brain dump” on the younger members to increase the longevity of this club down the road. As far as I know this club has never died out in its 15 years. I have about 12-15 freshman members that are interested in participating in it for their full Willamette career.

Pate: I’m assuming the 9 stands you need also are for the other drums you need?

Tom: Yes, the drums we currently have do not have the appropriate stands.

Ekstrom: Who will be running the club next year?

Tom: Currently we are looking at a number of individuals. There is a general consensus among our members who can show the best leadership. My job as president is to be a figur- head. I do teach many of the pieces, but I also give a lot of opportunities for students to lead and fit the position. Regarding the longevity, there are many members who can teach and increase the lifespan.

Durham: Have you looked into what the financial cost would be for a smaller order? Or have you only looked into funding what you have asked for here?

Tom: I am asking for all of these things in one order, because up till now we have had very limited supplies and are therefore limited in what we can play. We are starting to get out into the community, so I hate to turn down offers because we don’t have enough equipment. I haven’t been able to teach a lot of this art because we are restricted in the amount of equipment that we have.

Durham: Have you looked into a smaller order?

Tom: No I have not. Just so you know the reason why I am asking for this equipment is so that I can broaden the horizons of our ensemble.

Mittendorf: What is your current inventory?

Tom: We have 6 drums that are 15 years old. A lot of them are in bad shape. Like most drums, the heads need to be replaced, but we haven’t had the chance to replace them. We plan to do this over winter break to refurbish these items. We also have three mirrors on castors, because this is both a visual and auditory art. We also have different sticks ranging from short to large. This equipment correlates to specific pieces we can play. We also have two smaller drums that serve as the metronome of the ensemble. We do have several stands as well, but are basically unusable.

Symonds: Keeping in mind that more people will be interested, do you have any idea of what Taiko club would be coming to us in the next few years?

Tom: Generally, we would have most of our equipment after this. The thing that we do ask for every semester is $2,000 for van rental. Up until now we have been using TIUA’s cargo van. The problem is a TIUA staff member has to drive it. If we ever have to do performances they are pretty difficult to transport because some of the drums weigh around 50 pounds. I don’t like to put this burden on them If we do any kind of performances in the future I would like the club to be more self-sufficient. They have been doing it out of the kindness in their heart. That would be the only recurring request.

Hernandez: Have you considered doing fundraising events? I am wondering if there are any opportunities to do this.

Tom: I have been semi restrained. I teach pieces on a rolling basis of 4 months. ASP students come in February so I often teach new materials. New students come in August, so I am again teaching. There is always a 4 month off-set, so I haven’t really been able to focus on fundraising options. Outside organizations often contact us, so I am reserved in asking for payment because we are not professional, and don’t advertise ourselves as such. I haven’t had time to do so.

**Motion to fully fund the rest of their allocation in the spring 2015**

**Ekstrom/Saiki**

Sader: You’re saying that because we have spent a lot of money, that’s why we should spend more?

Ekstrom: We gave them 40% of what they asked for in the first semester. Because they have doubled their membership and shown their worth in the community and on campus, I think that it would be a worthwhile investment.

 Brownlee: Can we pull up the funding request? What do you think next semester will look like? (to T Ebert)

 T Ebert: I think we will have around $25,000 after the major requests, assuming that nothing comes out of the endowment.

 Sader: Regardless of whether or not we fund this, nothing has changed in the information that they have given us. Since that time, we have only come across further accounting errors in our budget. Please keep in mind that the situation hasn’t changed, and I’m a little worried people are forgetting why we reduced their funding last allocation.

 Pate: They have shown a lot of strength in their club and have stayed consistent. They have a higher average number of club members than most clubs. Their equipment costs more, so we could definitely make the recommendation that they do more fundraising. I am just saying we should consider that we need to fund these pieces of equipment to do what they need to do.

 Whitaker: We haven’t learned anything new since last request, as Jerome stated. However, I think that we did learn that it actually takes $3,100 to make a down payment to pay for anything else they order and that is very important to take into account.

 Kaptanian: I wasn’t aware that the other portion of their allocation wasn’t going to be drawn on until second semester. The rest of the money won’t be pulled from the lack of funds that we have this semester. Next semester we will be able to afford the rest of the allocation. That’s why things have changed and I would vote for full funding.

 Symonds: I would be weary about seeing these accounting errors. We don’t have the same amount of money that we usually do. I would be comfortable giving them at least enough to meet their needs currently. I am not necessarily in support of full allocation, but enough to get them by.

 Mittendorf: Part of my concern is that new information is going to be coming out of next semester’s allocation. That also means that by the time they get their drums, we don’t know how many of their members will be coming back. This is an interesting spot because we could see the growth of this club decline.

 Tran: I would also like to reiterate that. Also with the leadership change, we don’t know how things will change next year. Perhaps next year would be a better time to see how things play out and if this is a smart allocation.

 Gill: I think there is a way that we could mitigate some of these issues. I don’t think the only role of ASWU is to allocate money. PR committee or people who have the means to help them could help them organize a fundraising event. We can show that we are invested in their club and also financially responsible.

 Sader: I wasn’t thinking about money next semester. The only thing stopping me from being in favor is giving Taiko club an advantage in the sense that we don’t usually allocate funds to clubs early. They are getting special treatment if we do this. The order definitely matters, as I see it. This is the only thing that I have to figure out in order to decide if I am comfortable allocating them these funds or not.

 Ekstrom: Since the drums take three months to make, they would have February, March, April and May to utilize them. There are several freshmen who plan to continue going through the club and follow through with leadership. In addition to this, I understand the point about giving them special treatment. However, this is a special circumstance. They understand we don’t have the money this semester, but the circumstances are unusual enough.

 T Ebert: We are still in the fiscal year 2015. All the allocations are technically for the entire year.

 Tom: I just wanted to touch on the transition in leadership. There are only 2 members who are graduating, one besides myself. The other members in the club have shown considerable leadership in teaching ability. I am not concerned about the longevity of the club. We spend about 45 hours every week practicing, and I would say that at least 90 percent of our members are at every practice. The reason I am asking for this now is because I have been president of this club for three and a half years. My freshman year I thought about asking ASWU for a lot of money. The reason why I have spaced it out is so that I don’t come off as a bomb-shell to shove other clubs in the corner. All in all, personally I am not afraid of what this club will be in three years- it has never died out. I would say that you can be reassured: this club will be here for a long time. Although this is a time of flux, I don’t think this should be a determining factor.

**Motion to close speakers list after the last senator has spoken**

**Brownlee/Saiki**

**Approved 17-2-1**

Brinster: I wanted to address a couple of concerns. I think that there is a false assumption that we will lose members of this club. It has consistently shown growth. Typically when things are on a trend they will continue to behave that way. I think a lot of us holding back is stemming from this issue and I’d like to dissolve that.

Sader: What is consistent growth? We keep saying this and I don’t know what we are talking about.

Tom: for the past 3 and a half years we have grown. Last year and the year before were shaky because so many people graduated. However we have 10 people interested in the club and have had 100% attendance. We got 20 signatures at the student activities fair, and 20 students showed up. Last year I was concerned, but those seniors were replaced by incoming freshman who are active members. I can’t speak to the years before I was here.

Symonds: I had two questions. One, I know personally my concern is not with membership but leadership. How confident are you in the transition?

Tom: For me, I don’t want to sound boastful but many people have said that I am a one-man army. That is because I like to do it. I think the way this club will shape out is one person taking the role of president, but other people can be teachers and delegate responsibilities among the club. In the future, I think it will work more efficiently when those responsibilities are delegated outward. I don’t see a lack of knowledge dwindling.

Symonds: Do you think this is financially responsible? (To T Ebert)

T Ebert: It’s probably okay.

Gill: I know that last time when we did our large allocations, we didn’t know what needed to be done on the day we needed to allocate funds. Maybe it would be wise of us to think about this decision. Not because I don’t want it to be given to the club, but for it to be done right I don’t think we should continue to sit here and talk it in and out of circles. Perhaps we should wait for finance board to give allocations, and then make a better educated decision.

Symonds: I still don’t feel extremely prepared to make this decision.

Ekstrom: There are 8 or 9 clubs requesting funding. Either way, allocation requests are usually a small fraction of what is requested. Requests for the spring are generally smaller as well. There is a perception that Taiko club is just Matt Tom, but there are other people who have the ability to actively be in this club and carry it on. If we are talking about special favors, I think it is stranger to help them fundraise. Fundraising is very hard.

T Ebert: We have 20 requests.

**Vote on Motion to give Taiko club its full allocation**

**Failed 7-11-2**

**Motion to guarantee the rest of Taiko clubs funding next semester be given in the spring 2015 allocation period**

**Kaptanian/Saiki**

**Failed 9-11-0**

Sader: I think that this makes sense coming out of the endowment. The only thing we know that this could be used for is capital investments. I would like confirmation that it could be used in the endowment (T Ebert nods yes).

* 1. Building Bridges Committee

 VP SMyth: this is a program that works to create ties between Willamette and TIUA. I will be in contact with Sarah Shin about this. If you all approve it we can begin meeting.

**Motion to approve Building Bridges**

**Gill/Saiki**

**Approved 20-0-0**

7.5 Senate SSRD Representative

Mittendorf: The committee meetings are pretty short. The only serious time commitment is the day of SSRD. It is an extremely rewarding experience, so I would encourage someone to at least try it once while they are here.

(Symonds, Denning, Hernandez, and Wright express interest.)

**Motion to allow Andres to nominate someone as a representative**

**Saiki/Tran**

**Approved 20-0-0**

1. Communications Presentation (Natalie Pate)

 Pate: I work as the student writer for the marketing communications department of the university, and my job is to write the articles for the web page. Myself and Emily Johnas work on the Bearcat Bulletin in particular. The idea for this is its another form of publicity, to have a lifestyles type feature story. What this means is that ASWU can contribute anything you’d like. On the normal webpage and the calendar we will put big events. In the weekly bulletin, we want to talk about current lifestyles and other things that don’t make news of features reports. The idea behind this, is that you can decide what content or information you’d like to share with us. You can always propose something to us, or write it yourself. Also we’d like to brainstorm ideas about how other student organizations can use this as a top resource in publicity.

 Brownlee: Is this a new and improved blitzfeed?

 Pate: In a sense you can see it that way. Its basically informing campus what is happening over the week. However the blitzfeed generates information from what the university calendar reports. We also include these events, along with the feature stories. Its a combination of the web page and the blitzfeed. It is supposed to be the fun interesting, non-reported things happening on campus each week.

1. Senate Reports

Tran: I went to the green initiative fund committee meeting. I would just like to remind you that if you have any projects having to do with sustainability it might be worth looking into mini-grants.

Brinster: Have there been any submissions?

Tran: We just started advertising thing about two weeks ago so we don’t know how many we have yet. We encourage everyone to look at the requirements and submit their ideas!

Pate: We have also been thinking about doing a reward system for rewarding people who walk or bike to school. You log the hours that you walk or bike instead of drive which could have some sort of incentive provided through the GIF. We have also talked about funding the bike shop to get free repairs.

Saiki: I have been talking to different student leaders, and I have noticed a lot of trouble with institutional memory. We have seen some clubs have a rough time after certain members graduate and an issue with handing over the correct transition documents, if any at all. I am looking into having a more regulated process through Emily/LC’s to have possibly specific trainings in creating transition documents, and looking at making a requirement that, in order to get ASWU funds, you must have transition documents. Hopefully people can get a better record of ideas and see a trend of what has worked well in the past. This would be a good way to regulate where our funds are going and being able to pull out specific documents to prove that.

Mittendorf: I would also like to potentially start focusing on legislative intent. When the endowment was created, we should look back and see what the purpose of creating it was so that its not lost 10-15 years later. If judicial knows what senate was trying to achieve when passing things, I think that is incredibly useful and serves the purpose of our institution.

Brownlee: I am looking into meeting with library employees. I have heard students complain about the various noise levels in the library. A few of us have talked about how busy the library has been, so I’m looking at meeting with employees. The second thing is I have gone to the campus safety advisory meetings. Ross wants us to talk to students about our concerns. Bethany talked to me today about one which was great. Anyone can come to these meetings: if you have any concerns regarding campus safety please let me know. I would like to show that this is a tangible issue.

1. For the Good of the Order

Ekstrom: I would like to answer the question of our guest as openly as possible. We have made mistakes over the past few years, in concerns with the treasury and what has gone into the endowment. Not responding to these issues is breaking the trust of the student body. ASWU is seen as a large entity, we need to show that we are taking accountability.

Saiki: That is the purpose of the letter we are going to draft. It makes more sense to give a full, complete, correct answer than to choose one senator to speak on behalf of everyone.

Pate: When I brought up my point earlier, I want to let you know that I wasn’t assuming that there was any attacking going on.

Kaptanian: I’m not a teenager anymore! \*ASWU sings happy birthday to Senator Kaptanian\*

Whitaker: I think that we should tread lightly in what we say in entertaining the idea that there is a war, or anyone is saying we are at war with the Collegian. Just in what we say, we shouldn’t reinforce that narrative. Especially things that are quotable.

Hernandez: There is one point that stood out to me in this meeting. Senator Gill brought up that our role as senators is not just to allocate money. Our role is to help students, and to help clubs in whatever they might need. I am willing to take on initiative to help clubs fundraise, and aid clubs in obtaining more funds from what we cannot allocate to them. People can have a hostility after what we decide at the end of the day, and I want to make sure we are supporting them.

1. Adjournment (VP Smyth)
	1. Next meeting will be Thursday, October 30 at 7 p.m. in Montag Den

**Move to adjourn**

**Ekstrom/Tran**

**Approved 20-0-0**

Meeting adjourned at 8:41pm