

- Call to order (**7 min**)- **Ian**
- Mission Statement- Ryan
- Minutes: Any changes to suggest for the minutes from last week's meeting? (Justin: Motion to approve, minutes approved!)
- Introduce Guests – first timers only for time's sake: Jill (SAAC representative), Lucas Thayer (Whitworthian) Hayley O'Brien, Joel Diaz, Jordan Saribay, Joy McKibbin, Alicia (with the club), Chris Engelmann, Dan Scheibe.
- Big Cheese: Ian: Drumroll...First one goes to Bergen! You've done some great work these past couple of weeks with the trips, requisition, and the fall break trip plans. Second one goes to Jacob! Way to go with Whitworth FM and making sure the schedules are finalized! I know a lot of people are really excited.
- Speaker (**23 min**)
- **Chris Engelmann (3 min)**  
**--Mental Health Awareness Week: Chris Engelmann and Dan Scheibe**
- Chris: We are putting together a mental health awareness week. The goal is to de-stigmatize mental health in the Whitworth community. We believe there are a lot of people who have disorders and are looked down upon because of them, and we would like to get rid of the negative stigmas and stereotypes that surround these disorders. We would like to spread awareness, and are looking to put it on the week of March 10. We've contacted the Restoring Hope club and Psi Chi. We will also work with Gonzaga and faculty, bringing in guest speakers, movies, and concerts with benefits going to a mental health organization. If you guys want to be involved please contact us! Email us, we can give you more information. We will come back in February with a more detailed outline, possibility for requisition but we think we will have that covered.
- Questions?  
Andriana: Is the health center going to be a part of this?
- Chris: Yes we are trying to incorporate them.
- Lucas: What week is that?
- Chris: The week of March 10 (Monday to Friday)
- Audrey: If you notice any one asking questions, let us know and we can get you in contact with them. Thank you!

**a. Rhosetta Rhodes & Brian Benzel**

**i. Financial update (20 min)**

- Brian: Good evening, I appreciate the opportunity to come and share news with you about the university's operating budget and how things stack up for this school year. We put the budget together in the Spring, it's approved by trustees in April. We work on the budget for the year from the previous summer through April. My office and the Dean's and various program managers are working with the operating budget regularly. You as students pay tuition, and we are a tuition-based institution. 90% of the money it takes to run the university is from tuition and room and board. We hire staff, faculty, and we pay the bills with that money. Without it we would not be able to exist. We have a very important and special relationship between the university and all the things we do and each of you with respect to tuition paid.
- Obviously the number of students we have affects the budget. That budget is put together before we know who will show up and what the student count will be. This year, we ended up 45 matriculated day students below our forecast, and at roughly \$20,000 a student that's a lot of money. Gross tuition (Before scholarships and financial aid) is how we start, and we budget a financial aid number. Revenue loss: \$1.5 million, after financial aid it went up to about \$1.8 million associated primarily with more financial aid across the board than we planned on. So when our enrollment went down, we thought financial aid would go down, but the mix of students in the enrollment base actually took more financial aid because those commitments are made way in advance.
- In addition, we've been planning on strong enrollment growth in Continuing Studies and graduate programs. Those programs are struggling, mostly in continuing studies. We're holding our own in graduate programs. As recession has extended, the appetite in continuing studies has been going down, we're \$300,000 short in that area. These things then telescope into room and board, and we have less revenue there. The \$2.5 million is the revenue shortfall. Revenue goes away very quickly because people don't show up to pay, but the costs are almost all fixed and embedded in our contracts so we can't just walk away from those things.
- We are able to adjust some though. One of the big draws in continuing studies is that the tuition includes books. With Sodexo we are able to reduce payments to them because there are fewer users of their service. That nets out to a total problem of \$2.2 million dollars. We are able to manage most of that with one time resources that we've planned to cover for contingencies like

this so that we don't go into a school year and destroy the program mix or lay off people or cancel programs that we've committed to do. We've planned carefully for everything we do and we also plan for unexpected events. This is our contingency plan. We can't have two years in a row where we need that contingency because next year we won't have that money. The pain of that management will not show up until next year with less flexibility in summer improvements, and we have to adjust cost structure with ongoing revenue that we don't receive. The money we're not getting this year we won't get next year either.

- One of the ways I've learned to manage is that thinking about budgets in multi-year ways and extended times changes the look of the challenge you have. When we buy it in smaller pieces, it looks more manageable. We're beginning to do that as we prepare for next school year. We don't have the answers to those problems yet, that's work ahead in the coming months. We want to provide opportunities for student leadership and representatives to work with us. The bottom line is that we have to examine the way we do business and the expenses that we have and look at ways to right side the institution.
- One way would be to raise tuition, but that is not the solution that will gain traction and we're not planning on that. That said, there will be a tuition increase next year. We tend to be in the 6% range but we're targeting to be in the 4% range. We'll stay tuned for how that all works out, and Beck has presented a much more outlined detail of this to the faculty and staff and we wanted to take this opportunity to make sure we provided you with the broad outline of what's happening and why its happening. It's basically embedded in the structure of the way we do business and the need to make these decisions early and monitor reality as it unfolds. That's the way the budget plans work and we monitor current reality along with the plans and then adjust as needed.
- **Rosetta:** This is sort of a national occurrence at this time and most higher education institutions are reevaluating how they do business to make sure they can be as sustainable as possible. At a time when we weren't expecting it this happened, but apparently its not uncommon and we are fully anticipating that we will be able to get out of this time.
- **Kevin:** How long did it take you to build the contingency fund you have for this year?
- **Brian:** Several years. Some of the money we're using we began building in 2008 and 2009, we've buffered Whitworth from some things that other institutions have gone through in the past. We don't have a lot of tolerance for a lot of variance, but we've used resources wisely over the

years. Some of what we're doing is tightening up assumptions now that were in the middle of the year.

- **Haley:** Are the scholarships staying the same for the future?
- **Brian:** They tend to adjust for the incoming class in alignment with tuition increases. They tend to adjust for returning students based on FAFSA and financial needs, but there aren't wholesale adjustments for returning students. But most of our financial aid is in foregone revenue, its on the books but we never collect it. There's not real money behind the financial aid, it's just a discount off of the full price of tuition.
- **Andriana:** Is there a plan to get a bigger class size next year to hopefully offset this budget gap?
- **Brian:** Good question. One of the plans is to stabilize our undergrad enrollment at about 2,300 students. For the past decade we've been growing, and enrollment growth creates lots more new money in the next year than just a tuition increase. We tended to get student revenue quickly and expenses for extra students lagged so we were able to do new things. But now we've been hitting the wall on that, you can't do that forever. When the dining hall in the HUB got full, it affected everyone and we had to add space. That added space created a debt issue. Those are things we're doing; stabilizing enrollment targets a class each year of about 620 to 640, and ideally its best if we're just a little above what we plan on but not a lot above. Those of you that are juniors and seniors were in lower/higher than expected classes. We're trying to stabilize at about 630 students, and if we do that our enrollment will stabilize depending on retention somewhere between 2,300 and 2,400 undergraduate students. Right now we're at 2,270 so there's a little growth in there but we're not going to grow our way out of this one.
- **Lucas:** You said you were going to turn back Sodexo expenses, what are some of the changes we can expect to see?
- **Brian:** Volume. Service levels are there, it's just numbers of people eating if they don't eat as much food we won't have to pay for it. The other one was the books in Continuing Studies. My area is finance and administration; I'm looking at trying to carve money out of our budgets and spending lines. Dick Mandeville has that charge, as well as others and we're looking at how to manage spending less this year. The majority is being managed with reserves and deferred funds in other projects
- **Rebecca L:** Wouldn't having recruiting more international students not only be good for the university but also for the debt problem?

- **Brian:** We have an active team working in that area. That's part of our objective.
- **Joel:** How does this affect our campus in Costa Rica?
- **Brian:** It's affected just like all of us are, we're working hard to balance opportunities in Costa Rica as well as service opportunities and partnerships, we're looking at finding the right balance to make Costa Rica as viable as it can be. It's a viable program but its one that we're looking at very closely.
- **Andrew:** If we're seeing this issue now, when did we find out?
- **Brian:** The big swing in this was a very late drop in some of our entering class. We had some more late melt than we had expected, and the awareness of the financial aid implications kind of hit about two weeks ago. We think that we can be a lot better at discerning that financial aid number, and we're working on that as a structural systems issue and trying to make a better support system to hopefully catch things like that earlier. It could only get up to a matter of weeks earlier, however. We contract with faculty and staff in March, April and May and we don't get sign up confirmations until later. Much of this is the structural nature of budget planning and managing. The key is that we have systems to detect this and make adjustments.
- **Lucas:** You said there was a reserve to soak up some of the debt, how much was in those reserves to balance out the deficit?
- **Brian:** It's a whole mix of different strategies, some is budget under-spend; some is debt service reserve account formed when we built Robinson, HUB expansion, etc. **This isn't debt that we're talking about. It's a budget gap.** Debts have contractual obligation. We're talking about is an actual budget. Expenses compared to revenue. We will be bringing this other liquidity we have to avoid making disruptive changes to this school year so we can do more planned strategies overtime to affect next year.

## II. FVP (22 min)

a. One club charter (7 min) Joy McKibbin, Jordan Saribay, Alicia

- **Joy:** Part of the Youth in Biology Club with Jordan and Alicia. Youth in Biology is a Club created for juniors and seniors at Whitworth (who have anatomy and physiology background) who desire to gain experience in teaching and working with youth. Our goal is to reach out to high school students and high schools, we've established a connection at Mead Riverpoint Academy, we started a program called Physiology Fridays where college students meet with high schooler's and teach the about anatomy and physiology. We hope to increase awareness around

campus about what we're doing. We would like to requisition funds in the future. This fall is us starting this program to see which students are interested in participating in the program, and if there's people interested we would like to expand the program to be sort of a pre-teacher program. This would be a bridge to gap those students interested in this to get involved within the school system.

- **Joy:** In the club our goal would be to give high school students opportunity to come to Whitworth and connect here between the high school students and Whitworth students.
- **Kevin:** Do you have high school students interested in physiology?
- **Joy:** Yes there are some, but we're not sure how many yet. I pitched this a few days ago.
- **Andriana:** What is the purpose of limiting it to juniors and seniors rather than all Whitworth students?
- **Joy:** Part is that anatomy and physiology background is important, there could be an exception if there's a younger student that has already had experience in those college classes, but generally it's the older students.
- **Alicia:** This would be more of a committee in the club.
- **Justin:** Would you need permission from the high school to come in and work with the students?
- **Joy:** Yes absolutely, we would go through faculty and we have a connection at Mead Riverpoint.
- **Faith:** So you don't have a way for someone to participate or help out if they don't have background in anatomy and physiology?
- **Alicia:** This is just kind of a pilot to see how interested people are, and if later on if someone wanted to be involved we could definitely work that in.
- **Joy:** Teaching-wise it would be beneficial if the members had prior knowledge and experience with the material.
- **Chase:** Would you require any funds?
- **Joy:** Yes, we would need EKG to measure heart rhythms and others, but this would depend on how many students were interested.
- **Ian:** How do you see this flowing into next year as all of you are graduating after this year?
- **Alicia:** If this goes well, we will open it up in the spring and hopefully the underclassmen interested in teaching will take control of the committees.

- **Joy:** It's just great that we have a high school willing to partner with us, and it's a great opportunity for our students to get involved so hopefully we can generate long-term interest.
- **Rebecca:** How will you verify the club members?
- **Joy:** We'll have an application, and we just need to see that they've taken the classes and covered the material necessary that we want to teach. An advisor signature would suffice.
- **Haley:** Is Dr. Mike allowing you to use an EKG?
- **Jordan:** Yes everything is cleared.
- **Cody:** So the students are coming to Whitworth? (Yes) And how many are in the club right now?
- **Joy:** 7 are doing physiology Fridays, but we haven't publicized the club yet and we won't until it's officially chartered.
- **Audrey:** Have you thought about doing it as service learning or partnering with Rise?
- **Joy:** I think that's a great Idea! (Step out)
  
- **Matt:** Initial thoughts?
- **Ashton:** Clubs are supposed to be open to everyone, if they have an application I don't think that goes along with being fully open and accepting. Can we have applications for clubs?
- **Matt:** As long as they're not discriminating, but that's a tough call.
- **Bergen:** Isn't it the point for people to have background in it so they can teach it to others?
- **Maggie:** I think the thing about this club is that they want to be a club so they can requisition for funds, which they can do without being a club.
- **Rebecca L:** I agree with Ashton and Maggie, there is service learning and they should know how many high school kids are interested before starting a club.
- **Haley:** I just want to say, when applying to be a club it asks if you want applications. If you haven't taken anatomy before, you wouldn't want to teach it so I don't think the application aspect should stop us from chartering the club.
- **Ali:** Even though they have applications, they said that in the future they might have opportunities for people to participate even if they don't have a background in anatomy and physiology, so that's another positive.
- **Justin:** Motion for straw vote.

- **Andriana:** Just wondering what BELIEF did, or RISE? This seems like a very similar thing. Are those clubs?
- **Matt:** They're not ASWU chartered clubs.
- **Dayna:** There are also liability issues with having students come on campus.
- \*Recommend that they work with service learning department and programs like RISE to come up with a solid plan for working with the high school students.
- **Joel:** They said that they would work with other high schools?
- **Audrey:** It sounds like they have a connection at that one school, and are open to expansion but they have that one school for now.
- **Matt:** Request for a motion
- **Erika:** Motion to table this discussion with the recommendations previously mentioned.
- **Matt:** I will talk to them and bring up some of those points. Discussion tabled for now.
- **Dayna:** He will see if Rise will partner with them, they don't have to but they can.

#### **b. Sports Events Lights Requisition (15 min)**

- **Cody:** Recap: Long story short in my opinion along with others, we have been foolish with our money when it comes to events. We have been renting these lights for events in every category, and we've been spending between \$500 and \$990 dollars to use these lights. My requisition was to put it to a student vote for \$9, 837.24 out of capital. There was a talk of cutting it in half last time so we wouldn't have to go to a student vote, in all honesty its not a good idea in my opinion because we wouldn't have lights if we cut it in half. (We'd have a board but no lights)  
**Kevin:** We wouldn't be cutting it in half technically even if we tried because it'd be more than half of the funds (a light board and a tree would need to be purchased together)
- **Cody:** Student vote could be harmful because their first thought might be "Can't we spend this money on something better?" Educating that many people is rarely done and they might not understand fully what the purpose is.
- **Andriana:** If you had posters that show the amount that we spend renting every year and how long it takes to get that money back, that might help get the word out.
- **Cody:** We have a lot of plans for things like that!
- **Chase:** What's the time period that this would be paid off?

- **Cody:** We would do ten events and the lights would be more than paid for. We could pay it off in 3 years.
- **Kevin:** We have about \$33,000 in capital, so that money is technically over the amount that we're supposed to have in there and that money should be spent because it's not supposed to be in that account. Also, everyone who has been elected here is representing a student body so if we take this to the student body they're doing your job for you. You vote on behalf of them.
- **Maggie:** So \$20,000 is on capital? Did we transfer money back over to make it at the level it is now?
- **Matt:** We left extra money in capital because unallocated was so high already. Logistically if we moved money into unallocated it wouldn't change this process it would just change what account we bought it from.
- **Cody:** I talked to the lights guy today about ordering, and we have the date secured but he wants that order placed in the next week or so. But if we decided to purchase them he would probably be more lenient.
- **Dayna:** So we would get the lights, put them in Lied square, and have information on how much we spend on renting them and how much we could save. Maybe an article in the paper to explain what the capital account is, etc... It's a tough sell.
- **Cody:** I feel like everyone can agree that this is a financially smart decision, a vote into a student vote would take us to educate them that this is a smart decision.
- **Jill:** I'm not sure what the rule is about social media, but I know Cody is good with videos. The "We Are Pirates" video was great and I think that worked well, facebook is a huge tool that we should utilize. (Cody step out)
- **Matt:** We're voting to put this through ASWU to extend to the students. All in favor of passing the requisition and sending it to the student body... **passed! (will be taken to a student vote)**

### **III. Reports & Vibes (15 min)**

- **Andriana:** October 11, Joe Vigil and the band Los Vigiles will be playing in Sodexo during dinner. Also that night is Gonzaga's Dead Man Walking event 7-9 pm! It's free, I'll have posters tomorrow. Also tomorrow at 7:30 in RTT there's a presentation on the Muslim Worldview (Nabeel Jabbour).
- **Lizzie:** Duvall is instituting two new prime times, one is geared toward physical exercise and the other is conversation about important events.

- **Josh:** Attended a Parking Task Force meeting yesterday. As of two days ago the East side was short on available spots, as of now they are not short any more. Took out some of the specialized spots for electric/high tech cars. There are roughly 50 unregistered cars in residential lots. Register your cars please! Security is working on ways to enforce it. All Whitworthians have to register their vehicles. Off campus students, please park in A1 and H1 (Hawthorne, etc). Park in the perimeter and walk. Stop using your car to drive across campus. If you use your car infrequently, park it further from the dorm. Park in the proper lot next to your dorm. McMillain: Haunted house meeting within a week and a half, started collecting sweatshirt designs.
- **Ryan:** Homecoming for Duvall is going great, in process of planning Duvall harvest party (pumpkin carvings, etc)
- **Alicen:** We had Froyo Tuesdays yesterday, we're starting the sweatshirt designs soon.
- **Ashton:** Tonight I'll be in Stewart for prime time, placing small blue bins in rooms and quads. Was at environmental studies committee earlier today.
- **Rebecca:** Theme House rep. This week is free smoothies. Halloween is coming up, I think we will do trick or treating at the houses.
- **Raleigh:** 2 things- 1) you are not allowed to leave the HUB until you give me a vote on the top 3 dorm flags, faculty and staff have decided on the top three. Top 3 you're voting on: StewVille, East, and Arend. 2) I have signup sheets for homecoming security. If you want to be more secure about it, we have Joel as a security officer representing Whitworth. Ill put these sign up sheets on my door. Main focus will be during the beginning (7-9). Have to have student ID, no backpacks, etc. 30-minute windows.
- **Jacob:** Raleigh and I are collaborating for the next unplugged. We have schedules up, DJ photos up by the end of the week, the new website looks great! That should go up very soon.
- **Bergen:** Tonight there is a speaker who climbed Himalayan mountains, should be an interesting talk! Sunday we have a mountain bike ride, people should sign up! We're full for our Fall Break climbing trip! There is a waiting list, we're trying to get more people down there depending on vehicles and transportation.
- **Rebecca M:** This past week we had O'Doherty's night and it was great! Been having meetings with people in chapel and upcoming meeting with the President's office talking about planning graduation. Tonight I will be making goodie bags for all senior athletes!

- **Chase:** We're working on sweatshirts right now, getting designs. We have All Tied Up on Friday!
- **Emily:** I love homecoming week and I'm so excited for the rest of it! We did our own spirit week in Arend, and we're working on sweatshirts.
- **Danielle:** October 11 is all tied up! Getting sweatshirt designs.
- **Cody:** Booty club shirts are here! Senators: People can pick them up tomorrow through Monday at the info desk at regular hours. Working with sports marketing interns, we want to bring booty club punch cards back! We're printing out cards and we have prizes figured out. We ordered a bunch of cones with our logos on them. They won't get here until Saturday, but we're planning to do a pep rally on October 18 for football and soccer and we can use them then. November 1<sup>st</sup> is Midnight Madness! Shirts and flyers are pretty much done.
- **Samantha:** Was working with Cory Zaleski, for homecoming, we have #whitHC for our hash tag. Also I was informed that we have a website now for ASWU! Would you guys rather have the brick photos or your student ID photos? (Brick)
- **Justin:** Planning All Tied Up for October 11 (let other dorm leadership know because multiple dorms are planning it for this date). Collecting sweatshirt designs.
- **Faith:** Our all tied up is on the 5<sup>th</sup>, we just had a ratification meeting and nothing changed.
- **Kevin:** Noah Gundersen this Saturday! Free late night snacks. Please come! Seth Owens is going to open. On October 14, Monsters University will be playing at 8 pm in RTT!
- **EVP (1 min)**
  - a. **Announcements**
  - **Audrey:** Homecoming is free just so senators know! Senators, please include parking information in your newsletters again this week. Service projects- Senators who haven't talked to me yet let's chat this week. The service learning dept is a great thing!
    - **President (10 min)**
    - b. **Survey results**
  - **Ian:** Email was the most popular way to communicate. We talked to 418 people in this survey. Posters and surveys was also popular, word of mouth number could really go up as well.
  - **Samantha:** For emails- people love them and hate them. Keeping them short is important.
  - **Ian:** In the subject line, make it clear about what you're talking about too.

- **Justin:** I went around StewVille and asked them about emails, and when it came to clubs a lot of them said that clubs should be responsible for sending out their own club emails.
- **Andriana:** But then we wouldn't have control over what they send.
- **Justin:** But they could still get them approved and then send them out.
- **Phil:** During a seminar I asked how people would rather us handle the email situation because they feel like they get too many. One idea they had was at the beginning of the year, let students uncheck clubs they don't want emails from during the year.
- **Ian:** Slide 2, a good amount of people are moderately involved and satisfied with that. The main reason we asked this question was to see if people were under-involved and unsatisfied so we could give more opportunities to people on campus. Any ideas on things in ASWU, clubs, or events that could get more students involved?
- **Jo:** I heard a lot of people say that they're freshmen and they're not involved yet but they want to be in the future.
- **Rebecca L:** Maybe bring in animals that people can pet to bring people in so we can inform them about things going on in the community and they could also meet new people.
- **Jacob:** The majority of people I talked to that were under-involved had a plan about how they were going to get more involved.
- **Ian:** So it was pretty early on in the year that we did this? People still getting settled in, that's good to know.
- **Dayna:** Really think outside the box with advertising. Get creative to attract people's attention to things because people have a tendency not to read something if it's longer than a certain point.
- **Chase:** Is there one spot or board where someone always puts a poster?
- **Andriana:** There's the events calendar in the HUB.
- **Samantha:** I'm also working on something with social media to get a calendar online. A lot of times the HUB is where most of the advertising is.
- **Rebecca L:** Maybe we could get dorms to post their primetimes online?
- **Samantha:** We tried that last year and it failed desperately. The problem is that RD's weren't sending it and people weren't using it. There was no time to consistently update it.

- **Ian:** Issues on campus. The majority was Sodexo suggestions. Ideas that we could send to Sodexo or have them come in again. When I was in the dining hall doing the survey, a lot of the suggestions were minor and not large issues that ASWU should address this whole year.
- **Samantha:** These will be forwarded to Sodexo tomorrow.
- **Ian:** Anyone want to speak on wifi and Internet?
- **Faith:** I know there was a guy that came in last year to talk about how we could get out of installing Safe Connect every time.
- **Ian:** These are good ideas for future speakers.
- **Rebecca M:** There were certain areas of people saying that even if they're in their rooms they cant get a signal, these problems may be dorm specific.
- **Chase:** For freshmen, it was difficult to understand and get it set up for several people. Knowing how to set up wifi was difficult, could be the wifi wasn't strong enough.
- **Samantha:** Every dorm complained about the wifi. Safe Connect not saving your password drove people nuts.
- **Justin:** Chase in response to setting up problems, its good to advertise that there's a help desk in the library to help people with this.
- **Andriana:** Since it's a recurring problem, would it be beneficial to put something in the handbook about information regarding Safe Connect?
- **Dayna:** It's usually in the orientation brochure.
- **Ian:** Overwhelming popularity for people wanting more concerts.  
**Raleigh:** I agree this could be because we had just had Jon Foreman. Some ideas for concert artists were not very attainable.
- **Faith:** I had a lot of people wanting animals on campus in general.
- **Danielle:** Is humans vs zombies coming back?
- **Ian:** No it isn't
- **Matt:** There were a lot of liability issues with damages not only to people but also property.
- **Andriana:** Would Assassins be a better option because its less destructive?
- **Ian:** That's a great suggestion.
  - **Shout Outs**

- **Ian:** Before we adjourn, new idea of Shout Outs to help build people up and say anything they've noticed about someone in ASWU or even outside.
- **Jo:** I'd like to give a shout out to Ali because she types so much!
- **Rebecca:** Shout out to Raleigh for all of his homecoming events!
- **Ian:** All in favor to adjourn...
- Adjourn