I. Call to order
   a. Meeting called to order @ 1:04 a.m.

II. Roll call

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Hayley Statema</td>
<td>President</td>
</tr>
<tr>
<td>Pedro Nunez</td>
<td>Vice President</td>
</tr>
<tr>
<td>Wendy Hughes</td>
<td>DOLA</td>
</tr>
<tr>
<td>Michael Austin</td>
<td>Treasurer</td>
</tr>
<tr>
<td>Sapphire Chan</td>
<td>Secretary</td>
</tr>
<tr>
<td>Jeremy Canaria</td>
<td>Senior Senator</td>
</tr>
<tr>
<td>Andrew Crain</td>
<td>Senior Senator</td>
</tr>
<tr>
<td>Ben DuSchene</td>
<td>Junior Senator</td>
</tr>
<tr>
<td>Hannah Lu Marie</td>
<td>Junior Senator</td>
</tr>
<tr>
<td>Ciera Graham</td>
<td>Advisor</td>
</tr>
<tr>
<td>Nicole Hayes</td>
<td>Guest</td>
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<tr>
<td>Randy Bolerjack</td>
<td>Guest</td>
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</tbody>
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III. Open issues

a) Coug Day at the Capitol Recap; everybody’s pros and con’s

- Each participant shared meeting information with Randy. Each participants met with the following legislators:
• Sapphire Chan: Rep. Mike Sells, Sen. Jon Braun

• Michael Austin: Sen. Marko Liias, Rep. JT Wilcox

• Post experience: Pedro said it was an interesting experience and ASWSUE should have more promotion for the event in future. Randy said the school could invite Senator Marko to come visit in March. Jeremy said team captains seemed to have inconsistent approach to facilitate meetings at times. Ben said miscommunication was the main issue of the trip, since everyone (in ASWSUE) did not receive the meeting schedule until the day before and had limited time to learn about each legislator.

• Mike suggested the future team to create a strategy that is emphasized on pushing the agenda for WSU at NPSE. Wendy said the current agenda was created by ASWSU and Washington Student Association, and that the focus of the meeting should be about WSU in general, not just a specific campus.

• Hayley said there is a possibility to have longer meeting time with legislators in the future, since we can create our own meeting with legislators.

b) Wendy share update for trip to Olympia

• The purpose of Coug Day is student-oriented and should not focus on just one single campus. The trip was a successful event despite there was communication issues with the Pullman campus.

• She said the DOLA trip was productive overall. She attended the Senate Higher Education Committee on Students Service and Activity Fees to discuss whether S&A fee needs to be governed by student government or by administration policy. She also attended 24 Corners meeting with the 24 stakeholders in Higher Education, and had discussion on current bills being sent through the house and senate, as well as those that still need to be addressed.

c) Discussion on joining WSA

• Pedro said ASWSUE should have a representation on WSA for our campus so that we can express our needs.

• Hayley mentioned the two issues about joining WSA are travelling cost and full-time enrollment. Joining WSA will give our DOLA more direction and structure, however the downside of joining such organization is its cost.
• Wendy said WSA provides training in lobbying and provides support system for future DOLA, and would be beneficial for the campus in the long run. She said it might be a better idea to join WSA till the student body is larger, since WSA might not necessary represents small campuses, and the specific agenda for each satellite campus might be overlooked.

IV. New business

a) Establish work task
• In order to better utilize our time for office hour, each upcoming event has been divided into small groups with tasks assigned to each group. A due date will be set for each task, and everyone needs to be assigned for a task.
• Career Week:
  o Employer gifts and thank you letter: Hayley and Sapphire
• Diversity Days collaboration with EvCC:
  o Advertisement: Hannah, Jeremy
  o Gift for Speaker, Purchase request, day of coordination: Mike, Pedro (help at the day of coordination)
• Election awareness:
  o Ongoing Recruitment materials: Hannah
  o Election table: Wendy
• Midterm morning:
  o ASWSUE event form: Pedro, Ben
  o Book room: Ciera
  o Purchase request and snack: Pedro, Ben
  o Flyer: Jeremy
• Silvercup college:
  o Flyer: Hannah
• Race for Election
  o Video-related promotion: Jeremy
• Massage
  o Event form and coordination: Ben

b) RSO
• R&A will process RSO submission. Andrew will implement structure to RSO.
• Around $400-500 (or a fluctuating number depending on student body) will be offered to clubs as their budget if necessary. It would be a good incentive for club to join. Andrew will make changes to the current form and send out the updated form.
• Ben thinks a secondary contact and a co-sponsor should be added to the event form.

V. Adjournment

The meeting was adjourned at 01:56 p.m. Next meeting will be on February 3, 2016 at 01:00 p.m.