



## ASWSU Health Sciences Executive Board

### Executive Meeting via Zoom

#### Board Members:

President/Chair – Anna Schmidt

Vice President – Katie Balauro

VP Legislative Affairs – Sam Nahulu

Director of Finance – Frank Liu

Director of Equity & Inclusion – Ci Sitton

Chief of Staff – Shaye Fowler

Director of Yakima Relations – Alex Jimenez

Advisor – Mitchell Imholt

#### Agenda:

##### 1. Call to Order

a) President/Chair: "I call this meeting to order at 6:06pm

b) Roll Call of Members Present

i. Members Present: Shaye Fowler, Ci Sitton, Frank Liu, Katie Balauro, Anna Schmidt, Mitchell Imholt

ii. Members Missing: Alex Jimenez, Sam Nahulu

c) Correction(s) and Approval of Last Meetings Minutes

i. President/Chair: "The minutes of the previous meeting have been distributed. Are there any corrections to last meeting's minutes?"

1. President/Chair: "If there are no corrections, the minutes are approved."

a. Were there any corrections? Yes ( ) No (X)

i. If Yes, please summarize the corrections below to our last Meetings Minutes, and edit/update the last Meetings Minutes.

b. Corrections:

##### 2. Welcome

A. What was your favorite part of winter break?

##### 3. Officer Reports (Position Updates)

a) President

i. Health fair committee update

1. Met on Monday for 1<sup>st</sup> meeting of the semester

2. Working on getting Community-member booths

a. Will be sending out a mass-email for the RSOs to sign-up for booths and get information on what they will be highlighting

3. Working on food (maybe a BBQ truck?) and decorations for the Rodeo theme

4. Getting the Committee built up with members

ii. Contraceptive vending machine update

1. Trying to get in contact with the correct Multicare person to get this resource

- a. Trying to avoid the cycling issue (getting told to talk to someone else who says to talk to someone else, etc)
  - iii. Doctoral grant question (WSU Spokane students not eligible)
    - 1. Built on the S&A fees from Pullman, trying to get S&A fees allocated to something similar, hopefully will be available to apply for
    - 2. Website that breaks down where student fees are going to for each campus: <https://budget.wsu.edu/services-and-activities-fees/#:~:text=The%20Services%20and%20Activities%20Fee,speakers%2C%20facilities%2C%20and%20recreation>
  - iv. Meeting once in person monthly, I will be in person most times
    - 1. Meeting times changed via present officer consensus that weekly meetings will be Wednesdays at 4:30pm
  - v. Email me if interested in elections committee and not running again
- b) Vice President
- c) VPLA
- d) Director of Finance
  - i. Presence does not send out notifications for Approved or Denied Travel Grant applications
    - 1. Frank is individually sending out emails to the applicants at the moment
      - a. Using the ASWSU email account
  - ii. Going to be working on an updated training manual for the next Director of Finance
  - iii. Funding requests – working with Kiara about this
- e) Director of Equity and Inclusion
  - i. Gender vs. Sex Discussion
    - 1. Working on with Sam
    - 2. Student reached out to ASWSUHS
      - a. They are up-to-date on current news regarding this situation and in contact with Ci
    - 3. Hoping to set up meetings with the Deans of the different programs to talk about this
    - 4. Hoping to put together a small handout of correct terminology that can be handed to students and faculty
  - ii. SH+
    - 1. Was working for this to be part of Leadership training, didn't occur but will begin during first week of February
      - a. Mindfulness-based Stress Reduction workshop
      - b. Will be lead by Ci and Diversity Center Peer Coordinator Kaitlan
    - 2. Will see if students may be interested in some surveys before and after the workshop for data collection
      - a. 2 professors in the funding department may be able to help us build this into something bigger if the data shows there's improvement
  - iii. St. Fair
    - 1. ELC project
      - a. Ci no longer a Peer Coordinator with Diversity Center but is still heading the project
    - 2. Diversity Center and SEB are collaborating to bring in food and booths and activities but still in the early stages
    - 3. ASWSUHS should have a booth, want to see what potential other ideas we want to do
  - iv. SDC update

1. Meeting Min
    - a. Will bring summaries from the Diversity Center weekly meetings to bring to these meetings to help bridge communication within the Hub
    - b. Last week the SDC talked mainly about the Winter Formal event that occurred on January 13<sup>th</sup>, 2023
    - c. Calendar of events to see what is upcoming
  2. Speakers
    - a. Think of suggestions
    - b. Do we have ideas for additional speakers that we want to bring in? Potentially in-person?
  3. Putting together an updated transition manual for the next Director of Equity and Inclusion
- f) Director of Yakima Relations
- g) Chief of Staff
- i. This meeting time won't work for me each week :/ 5pm would though
    1. Schedule conflict on Wednesdays at 6pm
  - ii. Office Hours for Spring – please send them to me ([shaye.fowler@wsu.edu](mailto:shaye.fowler@wsu.edu)), will be finalizing the advertisements for that before we meet again
  - iii. Website update for ASWSUHS --> will talk with Mitchell about this
    1. Senators
    2. Office Hours links
    3. Who-To-Talk-To navigation
- h) Advisor
- i. Have our cameras on and listening to speakers, showing respect
  - ii. Looking over stipend process currently
  - iii. Making sure to attend the weekly meetings regularly and our office hours
  - iv. Any concerns regarding the above, especially with schedules for students-on-rotations, reach out to Mitchell via email (and CC Anna)
  - v. Preparing for a Hiring Fair
    1. If we can come and serve donuts and get talking with students who may be interested in applying for the ASWSUHS positions next year

1. Unfinished Business
2. New Business
3. Announcements
4. Adjournment
  - a. President/Chair: May I please have a motion to adjourn the meeting?
    - i. Exec Member that motioned: Ci Sitton
    - ii. Exec Member that seconded: Katie Balauro
  - b. President/Chair: "It has been moved and seconded for the adjournment of today's Meeting."

- c. President/Chair: "I now declare today's ASWSU Health Sciences Executive Meeting adjourned in proper form at 6:40PM PST. As stated prior, the next Executive Meeting will be on Wednesday, January 25th from 4:30PM to 5:30PM PST (hopefully) in person (room TBD)."