

BOARD OF DIRECTORS

Session 120

Date December 10, 2020



**ASSOCIATED STUDENTS OF THE
UNIVERSITY OF WASHINGTON**

Submitted by Gabrielle Rivera, Personnel Director

BOARD BILL 2.21: An Act to Change Administrative Assistants to Salaried Employees for Winter Quarter.

WHEREAS: The University of Washington and ASUW will be primarily operating virtually this year during the COVID-19 pandemic; and,

WHEREAS: The Administrative Assistants typically submit their hours to be approved by an SAO Adviser, but in a virtual setting their hours would be hard to track; and,

WHEREAS: Their work during Winter Quarter can be measured through their attendance at meetings with their supervisors, minutes produced, and upholding other duties outlined in their job description; now,

THEREFORE, BE IT ENACTED BY THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF WASHINGTON BOARD OF DIRECTORS

THAT: The Administrative Assistant to the Board of Directors, the Administrative Assistant to the Finance & Budget Director, the Administrative Assistant to the Personnel Director, and the Administrative Assistant for Student Senate be made salaried for Fall Quarter; and,

THAT: Each Administrative Assistant will be paid for their respective maximum number of hours per week for Winter Quarter; and,

THAT: This bill be forwarded to Gabby Rivera (Personnel Director), Alece Stancin (F&B Director), Rene Singleton (SAO Adviser), Lindsey Hale (HUB Accounting), Ellen Kesselman (HUB Accounting), Jocelyn Thomson (AA to Board), Daniel Chen (AA to F&B), Katie Rabus (AA to Personnel), and Sarah May (AA to Senate).

End