



Associated Students of Montana State University Billings

March 9, 2020- Meeting Minutes

We strive for Leadership, Involvement, Sustainability, and Service

I. CALL TO ORDER – Vice President Taylor Kurkoski called the meeting to order at 5:04pm

II. ROLL CALL

PRESENT- President Merritt, Vice President Kurkoski, Bus. Manager Unzaga, SRO Cunningham, Senator Boze, Senator Bryce-Black, Senator Combs, Senator Davis, Senator Janney, Senator Johnson, Senator McKinley, Senator Neff, Senator Niemi, Senator Norris, Senator Robertus, Senator Seymanski, Senator Williams

EXCUSED- Senator Sexton

ABSENT-

III. PROXIES

IV. APPROVAL OF MINUTES-2/24/20

V. PRESENTORS/REPRESENTATIVES-

-Darla Tyler-McSherry (Director of Student Health Services)

- Not a matter of 'if' coronavirus will come to MT, but a matter of 'when.'
- American college health association outlines strategies for health services to use. All staff of Student Health Services is part of their internal planning and response committee; huddles are held every morning to share information.
- Communication across campus is continuous; lots of dialogue between campus leadership. Also participate in a weekly call with campuses in the MT university system to collaborate on messages being sent out to students and families.
- Local level: MSUB is in health and medical advisory group, includes the hospitals, to view the issue at the broader level. Unified health command includes hospitals and Riverstone Health.
- All staff are trained in dealing with viruses; procedures in place to disinfect patient areas, hygiene, PPE, mask fitting, OCEA standards, etc. Also have triage and isolation procedures: if you walk in with a respiratory problem, you will be asked to wear a mask. Also, the nurses have a checklist for each patient to determine if local health facilities need to be notified.
- Information on campus is on social media, emails, and flyers. You can speak with the staff and medical professionals if you have any questions; don't let fear or anxiety bother you.

-Chief Otterness (Campus Police)

- Emergency management of health issues like coronavirus. Everybody needs to be aware of how connected the departments are on campus.
- Emergency planning committee: do various drills and exercises to be prepared for infectious diseases, active shooters, etc. Riverstone health is county health organization: the chief health officer will coordinate efforts when coronavirus gets to MT.
- If a student who lives on campus gets sick with coronavirus, plans are in place to isolate/quarantine. Sodexo is being proactive about wiping surfaces and taking extra precautions. What if a faculty member gets sick? Elearning opportunities are an option to deal with that scenario.
- Public information and media: trying to get ahead of rumors and to get out accurate information. Information from World Health Organization, CDC, and our local Riverstone Health are all reliable sources. Level 4 countries have travel



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restrictions; looking at that by a case-by-case and day-by-day bases with our international studies students.

- One of most impacted group on campus are those in facilities. They are needing to take extra precaution to disinfect the campus to stop the spread of germs.
- What can we do? Personal hygiene. Being cognizant of using shared devices such as computers; don't touch your face. Coronavirus mostly impacts elderly people and those with certain conditions. 36 states have confirmed cases to date.

-David Kendrick

Has been at MSUB for five weeks, in the elearning department. Experience in educational technologies at several universities, enhancing teaching and learning techniques. Accompanied by McKenzie, who is a designer for elearning webpage.

- Elearning is about the learning, not the "e."
- Before learning management systems like D2L, there were webpages – students would ask professors for their webpage. So the teachers had to learn how to create one. If students drive it and ask for it, it should be provided in order to stay current and have versions that cater to the student needs. Need to ensure all the students have access - same resources and tools for all. Will need to have online options due to things like coronavirus; if cases spread to MT, it will prove useful.
- Other campuses have had to think about what to do if students have to evacuate due to things like hurricanes. Elearning is a solution to accommodate those needs.
- MacKenzie: works on the D2L page. There is additional information underneath the login! Students have free Office 365, and access to WebEx, box, and other apps.
- Want to put together focus groups so students can share what their expectations are in regard to elearning; need to be critical. Compare to other campuses, faculty strategies and engagement/communication, and approaches to discussion posts. Also if the students feel if they are engaged in their classes.
- Why would majority of students not know about the info on the D2L login page? Poor design.
- How can online classes be as interactive as the in-person classes? There are preferences for different students and professors. For example, setting up cameras to allow for "face-to-face" interaction. There are also models where students can choose to go to class or be present online, called HyFlex.
- How can faculty improve their knowledge of D2L? Students seem to get less out of the classes with less tech-savvy professors. Good question; design is part of it. Part of it can be addressed in focus groups – identify more specific issues.
- Could student groups be advertised on the elearning webpage? Student engagement is very low, and this hasn't been an option in the past. The ASC is now on D2L so students know it is an option for them. MSUB is the only campus not allowed to put events and student organization information on the D2L page, and we are missing out. Would like to at least have the SRO name and contact information up as another resource for students. Not sure what policies are in place to prevent this from occurring.



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- HyFlex: the struggle is when students actually attend the class in person, there may only be three students there. The in-class students could not see the online discussions held by other students. Very involved professors help with this. The goal is to establish community.

-Kate Johnson (Sodexo general manager)

-Accompanied by Andrew, who is new to Sodexo but graduated from culinary school and has 26 years of experience.

- Student culinary council: meeting every other week in the Rimrock Café to speak with students
- Student comment cards can be used to reach out to Sodexo about any issue, but they will not respond to you if your name and contact info are not included on the card.
- Cost of living increased by 4.2% between fall semesters. This is the first increase in two years.
- Have dairy-free options for beverages: hoping to also get oat or rice milk available. Almond milk is available at the cafeteria, Jazzman's, and Stinger's.
- If students have an issue with Sodexo, they can approach them with a willingness to be proactive about solving it. All Sodexo employees are approachable!
- Could there be a student comment section on the app? Could there be a feedback screen by the entrance of the cafeteria for the convenience?
- Dining hours issue: students have the option to reach out to Sodexo if they are going to miss a meal, and if it's a regular schedule issue, they could ask for a meal to be set aside for them to be picked up outside of the cafeteria hours. A few students were accommodated in this way for breakfast last semester; it is a commitment for both parties, however.
- Students may give meal suggestions: send them an email! Could even schedule events around them, like "Recipes from Home" night. Tomorrow is Prime Rib night. March 19th - sushi night. April 1st - burger lunch & night.

-SAB

- Roller skating night: 140+ students came, which is the highest attended event this year. Late on Thursday night seems to work well for students.
- NACA: part of the board went with Erica. Typing up their notes and combining them to utilize next year. The SAB board is not structured for success, so will discuss this with EC to redefine roles and bylaws. There is room for improvement. Because of the conference, now have access to booking companies, such as bringing in magicians and comedians.
- Upcoming events: March 26 - International food fair in Rimrock Café, 4-7pm. Family friendly, and SAB will be paying for students. Also setting up tables for small business students. April 2 - Swing dance. April 17 - Night at the zoo.

VI. ADVISOR REPORTS

-Kathy Kotecki

Reminder that the SSI is out; deadline is March 20th. Spread the word; the university information is very important.



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What should a student do if they have made a maintenance request and not heard back? They are trying to address this issue and determine what is not getting done. Could talk to RA, hall director, or housing office. Anything done internally should be completed within a few days.

-Lance Mouser

Fall registration starts next week!

VII. UNFINISHED BUSINESS

VIII. OLD BUSINESS

IX. NEW BUSINESS

FB#2 Funds for Accounting Club to have a networking event: Senator Norris

That the sum of \$700.00 be allocated from Contingency index #630200 to Accounting Club, for a networking event to draw in local business owners and professionals to the campus to interact with students and discuss internships and careers after graduation. The event is on March 26th at 5:30pm.

Food Expenses:	\$700.00
Prizes:	<u>\$300.00</u>
Total:	\$1,000.00
Less Money raised:	<u>\$300.00</u>
TOTAL REQUEST FROM STUDENT SENATE:	\$700.00

Moved to Financial Board.

FB#3 Funds for City College Skills USA to attend the Montana SkillsUSA Competition: Senator Williams

That the sum of \$263.69 be allocated from Contingency index #630200 to Skills USA index #630840, for travel funds to attend the Montana SkillsUSA Competition in Havre, MT April 4-6, 2020.

Transportation Expenses:	\$324.00
Meal Expenses:	\$414.00
Lodging Expenses:	<u>\$363.52</u>
Total:	\$1,101.52
Less Money raised:	<u>\$837.83</u>
TOTAL REQUEST FROM STUDENT SENATE:	\$263.69

Moved to Financial Board.

FB#4 Travel Funds for RHA to attend the NACURH Conference in Dayton, Ohio: Senator Johnson



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That the sum of \$2,965.00 be allocated from Contingency index #630200 to RHA index #630335, for travel funds to attend the National Association of College and Universities Residence Halls Annual Leadership Conference (NACURH) in Dayton, Ohio May 21-25, 2020.

Transportation Expenses:	\$2,590.00
Meal Expenses:	\$750.00
Lodging Expenses:	\$225.00
Other Costs: Registration	<u>\$1,400.00</u>
Total:	\$4,965.00
Less Money raised:	<u>\$2,000.00</u>
TOTAL REQUEST FROM STUDENT SENATE:	\$2,965.00

Moved to Financial Board.

X. EXECUTIVE & STANDING COMMITTEE REPORTS

President Savannah Merritt:

- Fill out the three surveys from last meeting.
- BOR/MAS Recap: talked about MSUB's new science building. Had the opportunity to talk with the regents about student retention and the upcoming legislative session and what it will mean for higher education.
- Bird stickers: meeting with facilities on Friday to get hard numbers.

Vice President Taylor Kurkoski:

- Elections Applications for Fall 2020 due Friday March 13th by 2pm
- Elections March 18th and 19th
- Interviews for Executive committee positions will be in mid-April
- February Events – fill out the sheet to document your engagement
- Retort Committee

Business Manager James Unzaga:

- Financial Board Meeting Tonight
 - Received three new requests today – will discuss those next week
 - Addressing the Rook, Northcutt Steele Gallery

Student Resolution Officer Robin Cunningham:

- SSPR committee meeting tonight
- Snow Bowl this Thursday at 5:30pm, Glacier Room

XI. SPECIAL COMMITTEE REPORTS

XII. SENATE & ACADEMIC CONCERNS

- Last Day to drop classes without instructor permission, Thursday March 12th
- Registration for Fall semester 2020 begins, Monday March 16th

XIII. WORDS ON CAMPUS/ANNOUNCEMENTS



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Thursday March 12th

-Resume Workshop, 12:30-2:30pm, SUB Beartooth

Friday March 13th

-Gaming Club Board Game Day, 3:15-7pm, SUB Stingers

Saturday March 14th

-Service Saturday, 9:30am, SUB Atrium

Thursday March 26th

-17th Annual International Food Fair, 4-7pm, Rimrock Café

Saturday April 4th

-ROTC is having a dinner, tickets are \$25.

XIV. PUBLIC COMMENT

XV. ADJOURNMENT – 6:22pm