



Associated Students of Montana State University Billings

April 20, 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 5:00pm

II. ROLL CALL

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

EXCUSED-

ABSENT- Senator Janney, Senator Seymanski

III. PROXIES

IV. APPROVAL OF MINUTES-4/13/20

V. PRESENTORS/REPRESENTATIVES-

Rusty from MET Transit

-fare is free for the month of May, to support the community.

-Recent data:

- Average of 18-20 student rides per day this spring semester.
- Projected close to 1500 rides this semester if it were not for COVID-19. Saw more utilization by students this semester compared to last fall.
- Students' most popular route was between the campuses themselves (Poly route). Have seen increases on that route since the program was implemented.
- Ridership has gone down due to COVID-19, but still seeing 700-800 rides per day.
- New changes implemented for virus protection: rear door entry, buffer zones for drivers (6-foot difference), free fare.
- Have requested for a proposal to seek out a digital fare system: can purchase passes on your phone using an app. Can get a barcode reader installed on the bus and will hopefully be getting it in June. Would allow entities to purchase passes as well; maybe there's more of a need for a monthly pass, so it can potentially be more accommodating. Installed wifi hotspots on every bus before virus hit.
- 627 response rate for recent survey. Still looking for input, will have public meetings (may be virtual) and will keep ASMSUB informed.
- Having a bit of an issue, have two police officers in partnership during pandemic, people who cause issues are more likely to get on since it doesn't cost anything right now.

VI. ADVISOR REPORTS –

Dr. Kim Hayworth

-still working on the CARES Act funds (that will be available to students that have been financially impacted by COVID-19). Student Access and Success had a meeting to discuss options for applying and how to promote to students. Does not impact financial aid or taxes. Are there eligibility criteria? Just broad ones; one major criterion is that these funds are not available to online students. Specific criteria are



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being left up to university systems and even individual colleges. Have been brainstorming the best way to get funds to those students most impacted by COVID.

- will programs that have been cut continue to be taught in the same format to current students? Not sure of this; any student that is currently enrolled in a program will be allowed to finish.

- learning more about crisis funds: type "crisis funds" into search box on MSUB website. This provides more information on the funds, who is eligible, and how to apply.

- strategic plan for the university; April 29th, virtual visit

- Chancellor Edelman made an announcement last Friday about working on budgets for the 2020-2021 academic year.

Kathy Kotecki

- Student Health Services, Housing, and Center for Engagement are working to offer programs that support students. Currently have 44 on-campus residents.

- counseling appointments are still available to students, virtually.

Dr. Paul Pope

- encouragement to all of those who are staying on senate, and we are going to miss those who are leaving

Lance Mouser

- hopefully everyone is learning about perseverance and adapting to situations, good job to everyone. Trying to honor graduates of City College, so currently are collecting pictures to put on a slideshow to be put on the City College Facebook page. The student who was going to give a speech is still going to virtually

VII. UNFINISHED BUSINESS

VIII. OLD BUSINESS

SB#5: COVID-19: Senator Bryce-Black

The purpose of the attached bill is to remove financial barriers from ASMSUB-funded student clubs and organizations for the academic year 2020-2021. The current COVID-19 pandemic has eliminated any opportunity for in-person student events. These unique circumstances provide an opportunity for ASMSUB to further assist student organizations by rolling over student clubs' remaining/unused 2019-2020 budgets to the upcoming year.

Moved to discuss the bill, as amended by the ad-hoc committee.

S. Bryce-Black: thank you for pushing this forward and being leaders. Has written a press release concerning this bill to spread word and encourage communication

S. Bryce-Black moves to amend line 88 to include "MSUB communications and marketing" as a recipient of a copy of this bill. Seconded. The motion passed.

Bus. Manager Unzaga: Judy sent a chat about changing the wording in line 71 to reflect an amendment, not a removal, of a by-law.



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S. Bryce-Black: in line 81 we add the bylaw back, so that is why we worded it to remove and then reapply in one year's time.

V.P. Kurkoski: To clarify, "remove" means we have to vote to remove and then vote to reinstate. "Amend" means we vote for the present.

S. Bryce-Black moves to amend line 71, to replace the term "remove" with "amend." Seconded. Motion passed.

V.P. Kurkoski: Judy also sent a chat about clarifying as to when the amendment will end. The fiscal year will end next year on June 30, 2021, so extending the date to then would allow the student organizations the chance to use funds through then.

S. Bryce-Black moves to amend line 80, from "one-year (1) from this bill" to "on June 30, 2021." Seconded. Motion passed.

Senator Combs moves to correct the typo in line 72 to read "FY19/20" in place of "FY20/21." Seconded. Motion passed.

Vote: For- 12, Against: 0, Abstained: 0
SB#5 passed.

IX. NEW BUSINESS

Oath Ceremony: James Unzaga sworn in as ASMSUB President. Robin Cunningham sworn in as ASMSUB Vice President.

X. EXECUTIVE & STANDING COMMITTEE REPORTS

President Savannah Merritt:

- Senator gifts will be sent through the mail, so please send out addresses.
- Will be giving out committee awards and senator awards.
- Also have gifts for advisors as a thank you, so please send out addresses.

Vice President Taylor Kurkoski:

- Join the Leadership Recognition ceremony tomorrow, 5pm, Center for Engagement Facebook page

Business Manager James Unzaga:

-

Student Resolution Officer Robin Cunningham:

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XI. SPECIAL COMMITTEE REPORTS

Merritt: Sustainability Committee; Dr. Barron, chair



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- Working to make sure energy, recycling, and systems on campus are sustainable.
- MSUB is considering partnering with an international organization that many college campuses are connected to in regard to sustainability.
- MSUB is rated as Grade 2 (Silver Standing), which is good but not the best.
- For example, redoing the boilers in the LA building. Will meet again in the future and is looking for more students. If a senator would like to join the committee, let Merritt know and she will email Dr. Barron.

S. Neff: has a committee meeting this week and will email about how that goes.

XII. SENATE & ACADEMIC CONCERNS

S. Bryce-Black: sent the press release via email to all senators. Let her know if received it and if have ideas for changes.

XIII. WORDS ON CAMPUS/ANNOUNCEMENTS

Tuesday April 21st

-Leadership Recognition Program, 5pm, Center for Engagement
Facebook Page

XIV. PUBLIC COMMENT

XV. ADJOURNMENT- 6:03pm



SB #5: COVID-19

**The Associated Students of Montana State University – Billings
Senate Bill Responding to COVID-19 Pandemic and its Impact on Remaining Budgets of University
Clubs and Organizations**

April 13th, 2020

SB 5-19/20

**Authored by: Laie Black, ASMSUB Senator; Sari Robertus, ASMSUB Senator;
Amy Sexton, ASMSUB Senator**

Amended 4/20/2020

Whereas, The Associated Students of Montana State University (ASMSUB) is bound by its Constitution;

Whereas, Article 5 Section 1.3 ASMSUB Constitution reads as follows:

3. To take whatever action it deems necessary to fulfill its obligations to students, faculty, and/or administration. ¹;

Whereas, Article 5 Section 1.4 ASMSUB Constitution reads as follows:

4. To investigate, adopt resolutions and to perform all normal legislative and budgetary functions on matters within the jurisdiction of ASMSU-Billings;

Whereas, Article 5 Section 1.5 ASMSUB Constitution reads as follows:

5. Strive to ensure that student fees are being spent in a manner consistent with student needs or desire;

Whereas, we are facing an unprecedented world-wide pandemic in COVID-19;

Whereas, in response to COVID-19, on March 16, 2020, MSU Billings Provost Dr. Melinda Arnold announced all in-person classes would move online starting March 17²;

Whereas, The Commissioner for Higher Education for the Montana University System Clayton T. Christian indicated universities would ask students not to return to their dorms and only “essential” services would be provided³;

Whereas, university registered groups and organizations will not have an opportunity to utilize the remainder of their allocated budgets FY 19/20;

Whereas, Article 3 Section 4T ASMSUB bylaws state:

“T. All budgeted money remaining in the accounts at the end of the fiscal year (other than excess revenue) shall be returned to the ASMSU Billings Contingency Fund”⁴;

Whereas, the above-mentioned ASMSUB bylaw prevents ASMSUB recognized groups and organizations from rolling over their remaining allocated budget;

¹ <https://www.msubillings.edu/asmsub/Constitution.htm>

² <https://us17.campaign-archive.com/?e=&u=8df52bde248172f3bb94c989a&id=76d9336f66>

³ https://www.mus.edu/coronavirus/message_3-18-2020.html

⁴ <https://www.msubillings.edu/asmsub/pdf/Bylaws.pdf>



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Whereas, the ASMSU-B Financial Policy states: “The Contingency Fund shall be derived from monies in the General Fund which have not been budgeted. Special allocations may be made directly from the Contingency Fund to a special or budgeted account for projects or items not included in the regular budgeted fund. In no event may the combined total of these special allocations exceed 18% of the Contingency Fund as of September 1st each year (as determined by the MSUB Business Office)”⁵;

Whereas, the contingency account allocation for 2016 – 2019 fiscal years was: \$18,152.04, \$19,769.15, and \$17,951.54 respectively;

Whereas, the September 1, 2019 balance of the Contingency Account was \$140,632.78;

Whereas, the contingency allocation for the 2019-2020 year was \$25,313.76;

Whereas, the contingency funds allocated during the 2019-2020 year was \$1,000, with a balance remaining to allocate of \$24,313.76;

Whereas, should the remaining funds be transferred into the Contingency Account, during the 2020-2021 year, only 18% of these funds may be allocated per the ASMSUB Financial Policy stated above;

Whereas, Section 17 F.4. of ASMSUB by-laws reads as follows:

“4. All other issues shall be decided based upon a majority vote;”

Whereas, according to the aforementioned section the same threshold of votes are required to amend by-laws or pass a bill;

Therefore, Let It Be Resolved, in light of the current pandemic, the senate seeks to make the lives of our student constituents easier and without unnecessary barriers;

Therefore, Let It Further Be Resolved, ASMSUB Senate will make a one-year (1) exception to FY 20 in which we amend ASMSUB bylaw 3.4T, allowing ASMSUB budgeted clubs and organizations to retain 50% of unspent funding from FY 20.

Therefore, Let It Further Be Resolved, any organization receiving this funding will act in accordance with the following three guidelines: (1) Clubs must spend funds to directly impact campus and students. (2) Clubs cannot spend the funds for club/organizations retreats, conferences, or travel. (3) clubs/organizations must provide a record illustrating where/why these funds are being spent to ASMSUB.

Therefore, Let It Further Be Resolved, this exception will expire on June 30, 2021, thus adding back ASMSUB bylaw 3.4T;

Therefore, Let it Further Be Resolved, a copy of this bill shall be forwarded to the following groups and individuals, by Katelyn Focht: ASMSUB Executive Committee; ASMSUB Senators; Montana University System Board of Regents; Mr. Clayton Christian, Commissioner of Higher Education; Dr. Dan Edelman, MSU Billings Chancellor; Dr. Kim Hayworth, ASMSUB Advisor; Ms. Kathy Kotecki, ASMSUB



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Advisor; Mr. Lance Mouser, ASMSUB Advisor; Dr. Paul Pope, ASMSUB Advisor; Ms. Judy Williams, ASMSUB Advisor; Q2 News; Billings Gazette; MSUB Communications and Marketing;

Therefore, Let it Further Be Resolved, a copy of this bill shall be forwarded to the following groups by MSU Billings Student Activities Board: All university-recognized organizations and clubs who are funded by ASMSUB;

Passed by Committee: _____, 2020

Passed by ASMSUB Senate: _____, 2020

James Unzaga,
Financial Committee Chair

Savanah Merritt,
President ASMSUB