Montana State University
Associated Students of MSU Senate
SUB Conference Room 235
February 19, 2015

Meeting Called to order at 6:00 by Senate President, Dana Dale

Minutes recorded by Senate Secretary Holly Capp

Roll Call: Ballance, Birky, Chapman, Coffee, Senate President Dale, Dove, Senate Vice President Dove, Erwin, Hardcastle, Haskell, Hogart, Howell, Kambich, Kirby, Pratt (excused), Rowe, Simeniuk, Soares, Thomas, Wernik, Windham, Ward (excused)

Approval of Minutes:

• Rowe- move to approve. (seconded)
  o Vote: 14-0
  o Resolved: Minutes from February 12, 2015 approved.

Public Comment: none

Presentations:

• Inventory of Fees-Laura Hamberger, Terry Leist, Tom Stump, Jim Mitchell, Pat Donahoe, Josh Kryston, David Singel, Bob Mokwa
  o Biennial process during each legislative session
  o Student input is critical
  o Hoping to receive endorsement at first March Meeting, please contact for further questions
  o Review of Various Fees
    ▪ Nonresident Building Fee: increasing by $25 per year for the next two years. State does not contribute anything for non-resident students.
    ▪ Health/Counseling Fee: mostly get revenue from fee, and some revenue from services utilized, no state funding. Expected increases in employee pay and benefit will be the only part of increase within the next two years. Feel they can provide more than adequate services without increasing the fees for that. Counseling enrollment has increased significantly. Noted mistake in PowerPoint presentation, should be a $4.50 increase for Counseling and Psychological Services and $8.00 to meet additional wage and health insurance benefits.
      • Rowe: For the $8.00 fee increase how many psychologists are we able to add?
        o About four part time counselors, which will give about 72 additional hours each week.
- Auxiliary Services Fee: Set fee of $55.80 plus additional money for operations and maintenance. Setting aside money for future remodel projects. Discussed student union fee. Room and Board Rates will go up about 3.5% per year. This varies depending on living options. Detailed facilities cost increases including benefits, food and cleaning supplies, building materials, and administrative overhead.
  - Soares: Are we completely heated on gas?
    - Entire university is heated on steam, translated into gas.
- Course and Program Fee: a department requests fee change, which is approved by dean and then overlooked and ultimately approved by office. Activity fees were proposed by students to cover cost of materials and supplies, and depreciation of equipment. Went into greater detail about specific classes and fees.
- Distance Learning Fee: applied to online courses on a per hour credit level. Online classes are now complimentary with traditional learning, and many students are utilizing them. The $45/credit would cover advising, business transactional services, instructional technology resources, and 24/7 help services. MSU is the only university in the state that currently does not charge a distance-learning fee.
  - Soares: More detail what advising and instructional technology resources would entail?
    - Similar in the context of what is offered to on campus students. Instructional technology resources is a broad category that will grow over time. Technology is continuously changing and this would cover those changes.
  - Hogart: Does this fee apply to web enhanced classes?
    - If the class meets on campus, it would not apply.
  - Erwin: Have you worked with ITC?
    - Yes, they will be contracting out a third party. This is a pilot program that they look forward to implementing.
- Encouraged all to ask any questions that anyone may have. Looking at doing some changes with the parking fees. Asked for thorough review of these fees and for a favorable resolution within the near future.
- Haskell: In regards to the difference between tuition and fees, can you explain why fees are always increasing but always wanting a tuition freeze?
  - The goal is to keep fee increase to a bare minimum, recognizing that there are other fees that do not get any state support. Benefits and wages go up constantly which must align with fee increases. Some of these are mixed, for example both fees and tuition money are used towards IT.
- Soares: How are these fees categorized?
- Dependent on description of fee. Monitored to make sure that it is used to intended purposes.

- Productions-Nels Tate
  - Explained mission statement and goals
  - Went through budget
    - Estimated budget is approximately $500 less than previous year
    - Director stipend has remained the same
    - Associates have decreased from 4,500 to 3,500 from FY14 to FY15. With more efficient equipment, less labor is needed.
    - Production van costs remain the same.
    - Minor tools and capital has been suggested as doubling it. This will allow for systems to be upgraded. Most of this money would be moved from the associate’s line item.
    - Food costs would be split in half.
    - Advertising would decrease to $100. The most effective way of advertising is through online databases.
    - Revenue is expected to be the same for FY15 as it is in FY14.
    - $850 was allotted for a storage unit for additional equipment. This was not a very effective idea to store stuff. This line item was adjusted to $0.

  - Rowe: In the past, we have always exceeded revenue…do you guys seeing exceeding this in the future?
    - Yes, in FY15 it will probably be closer to $2,000.
  - Birky: What is the food line item for?
    - This is for the workers, as during events the days are very long and there is not time to get food on personal time.

- Campus Entertainment-Randy Mutschler
  - Looking at very similar line items. Adding $100 for CE promotional items and $450 for Legend of the Bobcat Pre Party. Both have been very successful and are needed to reach students.
  - Homecoming BBQ will remain the same. Attendance is about 2,000+.
  - Large band shows will increase from $0 to $2,225. Unable to take advantage of community acts without this increase. This would include using these at outdoor events and large BBQ events.
  - Large concert events- asking for $26,250 up from last year of $20,300. This would support additional events.
  - Residence Hall Shows will go up about $1,100. Location of this changed from Leigh Lounge into Residence Halls. Hoping to put on approximately seven show throughout the year. There has been a significant increase in attendance since the change in location.
  - Large Comedy Shows: asking for increase of $2,750 for additional funds for acts. Decreasing travel and lodging. These shows normally see about 500-800 people.
**Event Hosting/Co-Sponsorships:** requesting to add this line item back in for an increase of $1,750. This would include distress fest, UFS BBQ, and Cat-Griz viewing.

- Labor will remain the same, with one director and one-two associates. Overhead costs will also remain the same at $700.
  - Soares: Looking at the increase of the budget, are you trying to bring back Campus Entertainment back to what it was in 2013?
    - It has been slashed since 2012. Can’t continue to cut if we want to reach out to students.
    - This would be a 40% increase in the budget. Trying to bring bigger and better acts which would only happen with an increase.
  - Rowe: Asking for about $17,000 in an increase? What are we providing for the Legend of the Bobcat?
    - Asked to do a pre-party event to get students excited about the event. Provided entertainment and a little bit of advertising.
  - Birky: Are we looking at charging community members?
    - This may be the case. Trying to avoid charging students. Something that needs to be looked into, suggested implementing a system. A lot of advertising happens through KGLT.
  - Soares: Have you guys considered a long-term plan to build CE?
    - Have considered, but believes it is something that needs to be jump-started. Visualizes a major increase, and smaller ones in future years. Must be able to perform at a level for a university our size.
  - Haskell: Are you going to be applying for this director position?
    - Yes, decision upon executive team.

- Spirit-Rachel Schlender
  - Went through mission statement
  - Slight increase in budget, asking for $19,774. Might move some associate money into the director position.
  - Cat/Griz still maintained at $1,600.
  - Block Party asking for increase of $800 for materials and decorations. Has been changed into a theme event, want to expand the event into something even more. Want more money for the DJ, food, and beverage due to the high volume of attendance.
  - Advertising has been reduced, as much of that has been purchased as permanent material. Printing has also been cut down. Changed ways in which to advertise.
  - Homecoming revenue went down. Office and residence hall decorating budget remained the same. Asking for $300 increase for BBQ, did not receive as many community donations. Increased bonfire event about $450 for more security and facility help.
  - T-shirt exchange remains the same at $1,000. All old t-shirts go to charity.
    - Soares: What reasons contributed to lack of donations?
• Relied on businesses that did not follow through. Had to work with a discount rather than a donation.
  ▪ Wernik: What does pre-vet club does for the Homecoming parade?
    • Hire them to do the clean up of the event. Have worked with them for quite a few years.
  ▪ Rowe: What recommendations would you cut if you had to choose?
    • T-Shirt exchange does have the least amount of participation. However, wants to keep all events.
  ▪ Senator Vice President Dove: What happened to tailgates?
    • Was aimed at having senate voice, but due to lack of participation, it was cut. Wanted to focus on event that had a lot more participation.

Administration Reports:

• **President Destini French**- Chris Kearns stopped by the office, well received. Has made it a priority to set dates in which he will come and visit with the office. Sent out People In The Know for February, please check for accuracy. Chelsey Wilson is a new hire, please welcome her into the office. A student passed away, condolence card will be given to family.

• **Vice President Jordan Garceau**- Presented to tuition waiver committee, executive team might receive that for future years. Neil Degrasse Tyson will be hosting a view party with Leadership Institute, need help to facilitate that. Take a Seat at the Table is going to be a once a semester training for leaders that will include having a roundtable collaboration with different clubs and organizations. Working to get laminated bus routes for downtown for the Streamline. Survey will be sent out by the advising committee within the next couple of weeks.
  o Answered questions and concerned relating to legislative committee and ASMSU political action lobbyist.
    ▪ Soares: asked about lobbyist housing
    ▪ Rowe: inquired about meeting the MAS lobbyist…setting up a date for that to happen.

• **Business Manager John Cowles**- Will be putting together one major spreadsheet of all budgets and projections. Bring a lap top that can read excel files to next week’s meeting. Make sure you are educated on the budgets when moving forward for approval. Legal services update happened on Monday. Through the end of January, they saw 90 new clients. Biggest areas of concerns are MIP, family law, and landlord/tenants. Half of the clients are requiring additional representation. Looking at doing a better needs analysis. There will be a couple changes to their budget. Went over proposed fee review changes. All fees are increasing 1.75%. Need to do a CFAC proposal for this year.

• **President of Senate Dana Dale**- Problem with EFAC that two people cannot make meeting time. Requested that two new members are found.
• **Vice President of Senate Billy Dove** - Proper forums to discussing issues…remember that everyone is on the same team. Happy to see Levi and Gwynn taking on the live Bobcat issue. First step is making sure what all goes into it to make sure it is well taken care of.

**Senate Reports:**

• Birky: had “Coffee Beans with the Deans” around 15 students attended.
• Kirby: Two people have applied for student regent, looking at putting resolution through for recommendation in support of Holly Capp, one of the candidates.
• Erwin: NIC public forum happened Wednesday, good turnout. College of Engineering put on free coffee and donuts for publicity push.
• Howell: Bike Task Force had their second meeting of the year. Looking at pre master plan. Looking to create proposals from the Engineering 310 class. Will keep you updated.
• Rowe: working to create a liaison position for the Blackstone Launchpad.

**Unfinished Business: none**

**New Business: none**

**Senate Announcements:**

• Wernik: Lentil Rush will be happening tomorrow at Leon Johnson at 2 pm
• Rowe: Shoot for the stars
• Senate Vice President Dove: move to adjourn (seconded)

**Meeting Adjourned at 8:02 by Senate President Dana Dale**