



October 11, 2019

TO: Mr. Clay Christian, Commissioner of Higher Education
State of Montana, Montana University System

FROM: Valerie Curtin, Acting Assistant Dean of Administrative Affairs
Helena College

SUBJECT: Student Center remodels at both Donaldson and Airport Campuses
Helena College
Helena, MT

In keeping with the requirements of Section 940.9.2 of the Montana University System Policy and Procedures Manual, Helena College requests authorization for the following project using student fee funds.

Remodeling the Student Center at Donaldson Campus, as well as the Airport Campus is something students have requested for some time now. It is also felt through the Strategic Enrollment Process (SEP) initiated last year that this would encourage students to stay on campus which would foster stronger relationships with staff and faculty, develop a place for faculty to meet with students outside of the classroom, all of which would improve retention and ultimately completion rates.

The original plans were a project that two students in the Space Planning and Interior Design program created. They presented their proposals to the Budget Management Team, Student Senate, as well as held open forums towards the end of the spring 2019 semester.

This project would be an amazing testament to the collaboration between the college and students if able to utilize some of their inspirations, as well as potentially influence different ways in which students and faculty might be able to create real world experiences within their coursework.

The estimated cost of the project is approximately \$300,000 and is summarized as follows:

Consultant Fees:	\$25,000
Construction:	\$250,000
Contingency:	\$25,000

Your authorization is requested to expend funds on the above referenced project.

APPROVED:


Clayton T. Christian

10/11/2019
Date



**ASSOCIATED STUDENTS
OF HELENA COLLEGE**

Minutes for 10/2/19 Senate Meeting

Roll Call:

Officers: Erin Munson, President; Wyatt LaPraim, Vice President; Jocelynn Norman, Business Manager

Senators: Mishwa Bhavsar, Elon Moffet, Evangeline Lancett, Paige Myers, Matt Hartnett, James Ranger, Patrick Turner, Connor Miller, Chad Frady, Derek Neel, Asher Easterby, Kad Hanly

Advisors: N/A

Guests: Val Curtin, Seth Roby, Ryan Loomis

Call to Order: 12:05 P.M.

Approval of Minutes: For last week's meeting, Trace motioned to approve funding f. Chad motioned to approve minutes as amended, Paige seconded.

Yes-13, Nay-0, Abstaining-1

Committee Reports: Holiday committee will be meeting next week in the Student Center. Student life committee will meet sometime next week.

Business Manager's Report:

\$41, 838.48 This is a pending amount. See file attached for full report. Chad inquired about the number of students who dropped out of school. Wyatt offered to pull the numbers.

ASHC Financial Standing		
Current Balance:	\$ 41,838.48	
	Note: There are pending transactions.	
Fall 2019 Student Fees:	\$ 29,185.00	
	Note: Originally, fees had a balance of approx. \$31,000. This balance is what was left after some students dropped out.	
Summer Senate Spending Breakdown		
Executive Name Tags	\$ 40.00	
Week of Welcome Lunches	\$ 2,760.00	
8/28 Trivia Night Water	\$ 17.94	
8/28 Trivia Night Prizes	\$ 270.00	
<i>Total</i>	\$ 3,087.94	
Fall 2019 (Starting 9/4) Spending Breakdown		
ASHC T-Shirts	\$ 600.00	
ASHC Notebooks	\$ 1,208.32	
MAS & BOR Hotel Costs	\$ 310.60	
Movie Cards	\$ 910.00	
Vanns Donuts for 9/25	\$ 83.76	
1889 Coffee For 9/25	\$ 58.00	
Sleeping Giant Lanes 10/25	\$ 1,200.00	
9/17 Trivia Night Food	\$ 87.56	
<i>Total</i>	\$ 4,458.24	
Total of Summer Senate to Now	\$ 7,546.18	

Unfinished Business:

- Val Curtin took the floor. She is in charge of spending certain fee pots. Most of the committees need at least one student on each committee. She asked for students to partake on both Equipment Fees Committee and Computer Fees Committee. She would like at least 7 students total on each committee. At least 50% students must be on each committee. James Ranger mentioned that finding that many students may be hard to find. One person asked if

students on ASHC committees could leave the committee to join one of the committees Val is speaking about. These committees would be a standing, once a month event around the noon time.

- One item is up for approval: engine rebuilds costing \$4, 076.62 for diesel tech, one for electronic system class, and one for the manual drive train class.
- The next item up for approval is the renovation of both student centers, one on each campus. A total of \$300,000.00 is being requested for the remodel. Official minutes are needed to approve the use of the student union building fee for this item. The money in the student union building fee pot needs to get used.
- Chad motions to vote to approve the \$300,000 for student center remodel. Mathew seconds the motion. Yes- 16, Nay-0, Abstaining-2.
- Chad motions to fund diesel equipment fees of \$4,076.62. Paige seconds. Yes-17, Nay-0, Abstaining-1.
- The executive officers did follow through with the Stipend forums. They also sent out the presentation to the senators. Some clubs did remind their members about the forum. The attendance was very low for both forums.
- The executive stipend increase has been asked to be put to vote.
- Patrick motions to approval of President and VP pay raise. Mishwa seconds. Yes-11, No-1, Abstaining-1
- Patrick motions to approval of Business Manager and Secretary pay raise. Connor seconds. Yes-9, No-1, Abstaining-2.
- Club rush is next week. Erin passed out the form for clubs to fill out. Clubs have been asked to not reserve one day only. Clubs can showcase multiple days.

New Business:

- Seth Roby took the floor to explain the Holter Art Shift Event. He asked ASHC and the clubs to help advertise the event. He explained that any sort of art medium would be included and judged. Resume building opportunity for those interested in the field. Open to faculty, staff, groups, individuals, students. Seth will provide submission forms. Submission end date is 2/18/20. Up to 5 submissions per person. Seth will help clubs gather free materials. Again, any art form is open. Creating art is part of the shift into the future.

- Ryan Loomis took the floor. He is here to promote the CEWL project, a non-profit organization. This project will consist of events for students to engage with the community. HC students have been asked to help with this project. Clubs and individuals are welcome to participate. He gave an example of how the HC community and community patrons can help displaced veterans. There is an incentive for students to join. The first event will be 10/6, and students are asked to engage in it. Rewards will be given for students who volunteer who help organize, set up, and support the event. He also has information on internships and jobs.
- Club funding needs to be voted on.
- FMOA club requests \$500 for funding. Chad motions to fund \$500 to FMOA. Mishwa seconds.
- CUFI club requests \$500 for funding. Chad motions to fund \$500. Derek seconds.
- CHEM club requests \$400 for funding. Derek motions to fund \$400. Mishwa seconds.
- CT club requests \$500 for funding. Patrick motions to fund \$500. Bryar seconds.
- Gaming club requests \$500 for funding. Chad motions to fund \$500. Paige seconds.
- Psych club requests \$500 for funding. Patrick motions to fund \$500. Derek seconds.
- Welding club funding tabled.
- Vote for approval of club funding of clubs as presented. James motions to fund clubs as presented, \$2,900. Chad seconds. Yes-13, Nay-0, Abstaining-0
- ASHC would like to allocate \$400 for the semester for the food pantry donations. \$100 per month, \$50 per campus. Derek motions to allocate \$400 to food pantry donations. Chad seconds. Yes-13, Nay-0, Abstaining-0.
- Update and explanation of UM tour day on 11/9. ASHC would like to allocate \$800 for the food during the tailgating food for the game. Paige motions to allocate \$800. Patrick seconds. Yes-11, Nay-1, Abstaining-1

General Discussion/Student Concerns:

- Chad inquired about the bulletin boards on the campuses. Erin explained who owns the rights to use the boards. Chad would like to know how to get club-related items on the bulletin boards. Wyatt explained the process.

Adjourn: Connor motioned. Evangeline seconded. Meeting adjourned at 1:01.