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Fall 10-16-2019

### SB18-19/20: Resolution Amending the ASUM Personnel Policy to Reflect Gender Neutral Pronouns

Matthew Hurley  
*The University of Montana*

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1                                   **The Associated Students of the University of Montana**  
2                                   **Resolution Amending the ASUM Personnel Policy to Reflect Gender Neutral Pronouns**  
3                                   **October 16, 2019**  
4                                   **SB18-19/20**

5                                   **Authored by: Matthew Hurley, ASUM Senator;**  
6

7       Whereas, The Associated Students of the University of Montana (ASUM) is the official student  
8       government for the University of Montana;  
9

10       Whereas, ASUM has an obligation to represent all students of the University of Montana;  
11

12       Whereas, ASUM Personnel Policy, Sections 4.10, ASUM President, 4.11, ASUM Vice President, 4.12,  
13       ASUM Business Manager, 4.15, ASUM Student Resolution Officer, 4.32, ASUM Legal Services  
14       Secretary, 4.519, Office Assistant, and 4.62, ASUM Legislative Lobbyist uses dichotomous pronouns  
15       (his/hers) in its language;  
16

17       Whereas, A portion of the University of Montana's student population identifies as non-binary;  
18

19       Whereas, All gender identities are not being appropriately represented in ASUM Personnel Policy;  
20

21       Therefore, Let It Be Resolved, That Section 4.10 be amended to read the following:

22               *The President shall provide direction for all ASUM Agencies, student employees, and classified*  
23               *employees. The President shall uphold all expressed policies, Bylaws, Fiscal Policy, Personnel*  
24               *Policy, and the Constitution of ASUM. The President of ASUM shall act as Personnel Co-*  
25               *Supervisor of all ASUM classified staff. The ASUM President must be an activity fee-paying*  
26               *member of ASUM for the entire term of office. The President shall establish and post office*  
27               *hours; shall be the official spokesperson of ASUM; may sit as a non-voting, ex-officio member on*  
28               *all ASUM committees and boards except the Constitutional Review Board; may call emergency*  
29               *meetings of the ASUM Senate; such notices shall be published or posted at least 24 hours in*  
30               *advance; shall make recommendations for all ASUM appointments, in cooperation with the Vice*  
31               *President; shall attend ASUM Senate meetings and serve as a voting member; in the absence of*  
32               *the Vice-President, shall act as a Chair for Senate meetings; as necessary, may delegate any*  
33               *projects or duties to the Vice-president, Business Manager, or Senators. The ASUM President*  
34               *may not hold any paid position outside their executive position as outlined in Section 3.0 of the*  
35               *ASUM Personnel Policy;*  
36

37       Therefore, Let It Be Further Resolved, That Section 4.11 be amended to read the following:

38               *The position of ASUM Vice President is one of assisting the ASUM President as an*  
39               *administrator. The Vice President reports to the ASUM President and is directly responsible to*  
40               *the students at the University of Montana. The Vice President shall uphold all expressed policies,*  
41               *Bylaws, Fiscal Policy, Personnel Policy, and Constitution of ASUM. The Vice President must be*  
42               *an activity fee-paying member of ASUM for the entire term of office. The Vice President's*  
43               *primary concerns and responsibilities are to oversee and appoint all committee members subject*  
44               *to Senate ratification. The Vice President should be aware of all significant decisions made in*  
45               *committees and inform the ASUM Senate of any policy changes decided by the committees. The*  
46               *Vice President has general managerial responsibility for planning, programming; formulating*  
47               *and implementing his/her own agenda, as well as the projects delegated by the ASUM President.*  
48               *The duties of the Vice President, as specified in Article III Section 3 of the ASUM Constitution*  
49               *include: establishing and posting office hours; in addition to carrying out those duties*  
50               *specifically delegated to the Vice President, sitting as a non-voting, ex officio member on all*

51 *ASUM committees and boards except the Constitutional Review Board; with regard to*  
52 *committees: (1) acting as committee whip to oversee all ASUM committees and make*  
53 *recommendations to the President, and (2) acting as a liaison between the President and ASUM*  
54 *committee chairs; acting as Chair for all ASUM Senate meetings; calling meetings of the ASUM*  
55 *Senate at least once per month during the school year. The ASUM Vice President may not hold*  
56 *any paid position outside **their** executive position as outlined in Section 3.0 of the ASUM*  
57 *Personnel Policy;*

58  
59 Therefore, Let it Be Further Resolved, That Section 4.12 be amended to read the following:

60 *The Business Manager is required to carry out the duties for that office as outlined in the*  
61 *Constitution, Bylaws and Fiscal Policy. The Business Manager shall: uphold all expressed*  
62 *policies, Fiscal Policy, Personnel Policy, Bylaws, and the Constitution of ASUM; shall establish*  
63 *and post office hours; should serve as chief officer of the accounting of ASUM and set policy for*  
64 *that office; be responsible for reporting all Budget and Finance recommendations to the Senate*  
65 *as well as reporting the fiscal affairs of ASUM upon request of any member of ASUM; The*  
66 *minutes of Budget and Finance meetings should be kept on record in the Business Manager's*  
67 *office; have the additional duty of advising the organizations funded by ASUM as well as oversee*  
68 *their budgets along with the ASUM Accountant and Office Manager; submit a budget for ASUM*  
69 *Administration in consultation with the ASUM President and ASUM Vice-President for*  
70 *consideration by the ASUM Senate during the annual budget process. The ASUM Business*  
71 *Manager may not hold any paid position outside **their** executive position as outlined in Section*  
72 *3.0 of the ASUM Personnel Policy;*

73  
74 Therefore, Let it Be Further Resolved, That Section 4.15 be amended to read the following:

75 *The student resolution officer is responsible for overseeing the resolution procedure outlined in*  
76 *Article 21 of the UTU Bargaining Agreement. The position shall be hired by the end of April*  
77 *through the Selection Procedure, Item 7.0. The position will be for two years, subject to review*  
78 *after one year. The review will be conducted by the selection committee. If the person is not found*  
79 *to be desirable for a second year, then the position is open. More specifically, the officer's duties*  
80 *include, but are not limited to: establishing and posting office hours; listening to and recording*  
81 *the complaints of specific students; advising students on how to informally resolve their*  
82 *complaints within the initial 30-day period outlined in the UTU Bargaining Agreement (i.e.,*  
83 *helping students with strategies best suited to resolve the dispute in their favor); drafting*  
84 *complaints and sending out notices to the individuals involved; establishing times to meet with*  
85 *the involved parties in order to reach a settlement; adequately preparing both **themselves** and the*  
86 *student to enable the procedure to provide the most favorable result for the student;*

87  
88 Therefore, Let it Be Further Resolved, That Section 4.32 be amended to read the following:

89 ***They** type for Director and Legal Services interns; greets clients and visitors; makes*  
90 *appointments; maintains appointment calendar, including calendar of meetings and other critical*  
91 *dates; opens, maintains and closes files, purchases office supplies as necessary; minor*  
92 *bookkeeping and other basic office work;*

93  
94 Therefore, Let it Be Further Resolved, That Section 4.519 be amended to read the following:

95 *The office assistants provide clerical support, maintenance and production of the Community*  
96 *Events Calendar. They also produce public service announcements for the studio. In addition,*  
97 *they assist the executive staff with projects and handle immediate public relations with in the*  
98 *KBGA main office. **They** must represent the station professionally and accordingly. The office*  
99 *assistants must attend all meetings that pertain to **them**. The office assistants are answerable to*  
100 *the general manager;*

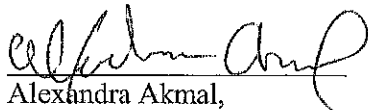
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Therefore, Let it Be Further Resolved, That Section 4.62 be amended to read the following:

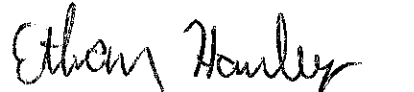
*The lobbyist, herein referred to as the contractor, shall perform the duties of a lobbyist for the ASUM during the biennial session of the Legislature of the State of Montana. At all times during the duration of this agreement, the contractor shall be responsible to the ASUM President and the Student Political Action Director. At least once during each two-week period, the lobbyist shall provide a journal of all activities and suggestions for future improvements. This report shall consist of commentary and shall include an appendix containing all submitted written testimony from the reporting period. Copies of all pending bills of interest under this contract shall be attached to said report. The contractor shall act to further the interests communicated to **them** by the ASUM President or the SPA Director. Duties shall include testifying orally and in writing before legislative committees on bills of student interest as is consistent with the ASUM position. The contractor shall participate in coordinated activities with the campus, such as student lobbying day. The Contractor shall use techniques consistent with traditional lobbying practices including, but not limited to, the following: maintain professional appearance, maintain knowledge of present status of all pertinent bills, take notes of all pertinent committee meetings, record voting tallies on pertinent legislation, and conduct research on pending legislation affecting the students' interests.*

Passed by Committee: October 13<sup>th</sup>, 2019

Passed by ASUM Senate: October 16<sup>th</sup>, 2019



Alexandra Akmal,  
Chair of the Relations and Affairs Committee



Ethan Hanley,  
Chair of the Senate