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ASUM Student Government

1-29-2020

SB46-19/20: Resolution Adjusting Student Employee Hours to Reflect a Biweekly Pay Period

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1 **The Associated Students of the University of Montana**
 2 **Resolution Adjusting Student Employee Hours to reflect a biweekly pay period**
 3 **November 21st, 2019**
 4 **SB46 - 19/20**

5 **Authored by: Ethan Hanley, ASUM Vice President;**
 6 **Sponsored by: Daniel Parsons, ASUM Business Manager;**
 7

8 Whereas, The Associated Students of the University of Montana (ASUM) is bound by its
 9 governing documents;

10 Whereas, Personnel Policy currently has students measuring their hour by month;

11 Whereas, Prior to January 4th, 2020, student employees reported their hours on a bi monthly
 12 basis;

13 Whereas, After January 4th, 2020, student employees will report their hours every two weeks
 14 which creates a discrepancy between a bi monthly reporting measurement and reporting every
 15 two weeks;

16 Therefore, Let It Be Resolved; That Article III of the Personnel Policy be amended to read:

DEPARTMENT	POSITION DESCRIPTION	<i>Bi Weekly Base Hours</i>
	RATE	

ASUM /

ASUM President	Minimum Wage + \$0.50	53.00
ASUM Vice President	Minimum Wage + \$0.50	48.00
ASUM Business Manager	Minimum Wage + \$0.50	39.00
ASUM Student Political Action Director	Minimum Wage + \$0.25	18.00-28.00
ASUM Resolution Officer	Minimum Wage + \$1.00	18.00
ASUM Legal Services Receptionist	Minimum Wage + \$0.45	35.00

ASUM Secretary	<i>Minimum Wage + \$0.50</i>	<i>32.00</i>
ASUM Web Developer	Minimum Wage + \$1.05	<i>18.00-28.00</i>
ASUM Student Group Coordinator	Minimum Wage + \$0.25	<i>23.00</i>

Women's Center

Outreach Coordinator	Minimum Wage + \$0.25	<i>23.00</i>
Volunteer Coordinator	Minimum Wage + \$0.25	<i>23.00</i>
Office Coordinator	Minimum Wage + \$0.25	<i>23.00</i>

ASUM Child Care

Teachers' Assistants	Minimum Wage - \$9.50	<i>18.00-28.00</i>
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ADSUM

Program Coordinator	Minimum Wage + \$.25	<i>28.00</i>
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Off-Campus Renter Center

Ambassador Program Manager	<i>Minimum Wage + \$1.00</i>	<i>18.00</i>
Neighborhood Ambassadors (5)	<i>Minimum Wage</i>	<i>9.00</i>
Food Pantry Coordinator	Minimum Wage + \$1.00	<i>28.00-33.00</i>

Lambda

Outreach Coordinator Minimum Wage *15.00*

21 FUNDED BY FEE OTHER THAN ASUM ACTIVITY FEE:

DEPARTMENT	POSITION DESCRIPTION RATE	BASE HOURS
Kaimin (News)		
Editor	Minimum Wage + \$0.70	<i>42.00</i>
Sports Editors	Minimum Wage + \$0.70	<i>37.00-39.00</i>
News Editors	Minimum Wage + \$0.70	<i>37.00</i>
Design Editor	Minimum Wage + \$0.70	<i>37.00</i>
Photo Editor	Minimum Wage + \$0.70	<i>37.00</i>
Web Editor	Minimum Wage + \$0.70	<i>28.00</i>
Arts Editor	Minimum Wage + \$0.70	<i>28.00</i>
Reporters	Minimum Wage + \$0.70	<i>9.00-18.00</i>
Copy Editors	Minimum Wage + \$0.70	<i>9.00-14.00</i>
Photographers	Minimum Wage + \$0.70	<i>9.00-14.00</i>
Designers	Minimum Wage + \$0.70	<i>9.00-14.00</i>

Columnists	Minimum Wage + \$0.70	5.00
Kaimin (Business)		
Business Manager	Minimum Wage + \$0.70	42.00 Commission Rate @ 5% of Sales
Ad Reps	Commission Rate @30% of Sales	N/A
Office Assistants	Minimum Wage + \$0.70	18.00-23.00
Graphic Designer	Minimum Wage + \$0.70	16.00-21.00
KBGA Radio		
General Manager	Minimum Wage + \$.50	37.00
Program Director	Minimum Wage	37.00
Assistant Program Director	Minimum Wage	18.00
Music Director	Minimum Wage	37.00
Business Manager	Minimum Wage + 15% Commission	37.00
Media Director	Minimum Wage	37.00
Promotions Director	Minimum Wage	37.00

Office Manager	Minimum Wage	37.00
Productions Engineer	Minimum Wage	37.00
Underwriting Coordinator	Minimum Wage + 15% Commission	18.00
Volunteer Coordinator	Minimum Wage	37.00
ASUM Office of Transportation		
Office Assistant	Minimum Wage-\$8.50	20.00-40.00
Outreach Coordinator	Minimum Wage-\$8.50	18.00-28.00
Bus Drivers	\$8.50-\$12.00	18.00-37.00
Bike Ambassadors	Minimum Wage	18.00-28.00
*hours as needed, event- driven		

22
23 3.1 During the non-academic year, ASUM Executive Officers may be compensated on an hourly
24 basis according to University Student Employment Policies. The compensation for non-academic
25 months shall be as follows:

- 26 ● ASUM President: **46** hours per *every two non-academic weeks*.
27 ● ASUM Vice President: **32** hours per *every two non-academic weeks*.
28 ● ASUM Business Manager: **28** hours per *every two non-academic weeks*.

29
30 3.2 The ASUM Student Political Action Director will be paid at **18** hours per *every two weeks*
31 during a non-legislative year and at **28** hours per *every two weeks* during a legislative year. The
32 ASUM President may assign summer work with compensation as needed, not to exceed **18** hours
33 per *every two weeks*.
34

35 3.3 The ASUM Student Resolution Officer will be paid at **80** hours per month.

36
37 3.3 The Training wage for ASUM Transportation drivers shall be \$8.50. Upon completion of
38 training, the wage shall be \$9.50. Returning drivers will receive \$0.25/hour raise after each
39 semester of work. UDASH drivers will receive an additional half hour of pay while working the
40 late shift on weekends (10:30 p.m. to 3:00 a.m.). Student Lead Driver will receive a \$1.00/hour
41 raise when promoted to Lead Driver.

42
43 3.4 Personnel Policy may be amended by the ASUM Senate.;

44
45 Therefore, Let It Be Further Resolved, That this resolution be sent to: Marlene Hendrickson,
46 ASUM Accountant; Gwen Coon, ASUM Office Manager; Jordan Lyons, Director of the ASUM
47 Off Campus Renter Center; Hailey Michelson, Branch Center and Student Involvement Network
48 Advisor; Lou Villemez, Director of ASUM Legal Services; Kat Cowley, UM Food Pantry
49 Coordinator; Jordan Hess, Director of the ASUM Office of Transportation.

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52 Passed by ASUM Senate: January 29, 2020

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56 _____
57 Ethan Hanley,
58 Chair of the Senate

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60 Resolution approved unanimously.