



Staff Senate Monthly Meeting Minutes

November 19th, 2025

9 am – 11 am

SUB Alumni Legacy Lounge

- I. Call to Order
 - a. Called to order by Kayla Lee at 9:03 am
- II. Approval of Minutes
 - a. *October 2025*
 - i. The minutes from the September 2025 meeting were reviewed, motioned, and seconded
 - ii. Approved unanimously
- III. Public Comment
 - a. Hunter Young will be leaving Staff Senate
- IV. Speakers
- V. Previous Business
- VI. New Business
 - a. *Internal Committees workshop time*
- VII. President's Meeting Update
 - a. BOM taskforce is still meeting
 - i. Trying to figure out why they are having a hard time hiring them and having high turnover
 - b. Working towards professional development opportunities for staff
 - c. Passed along staff survey packet
- VIII. MUSSA Information
 - a. Two Staff Senate reps will be attending the November Board of Regents Meeting
- IX. Informational Items
- X. Staff Senate Committee Updates
 - a. *Diversity, Equity & Inclusion*
 - a. Bringing wellness under the DEIB umbrella
 - i. Sense of belonging and wellness for staff members
 - ii. What is available for wellness for just staff instead of students
 - iii. Staff member accessibility to Student Wellness Center?
 - b. Bring in the new ADA coordinator to discuss reasonable accommodation
 - i. Listening session at a future meeting
 - c. Possible presentations or resources
 - d. Each month want to bring in a resource flyer that can be passed out to departments

- i. Such as bringing in a flyer in February for Well Check
 - e. In considerations to have a staff resource fair in the summer to discuss resources
- b. *Governance*
 - a. Working on Constitution and Operating Agreement
 - i. Will send it out to rest of Staff Senate to look over
 - ii. First readthrough, second readthrough, and then a vote
 - b. Happy about progress and how their efforts are going
 - c. With Hunter leaving there will be a new Governance chair appointed
 - i. Charlynn Malcom will be the interim chair until January
- c. *Professional Development*
 - a. Have met with HRs professional development employee
 - b. Identifying barriers and opportunities to move forward
 - c. Going forward:
 - i. Amplify existing opportunities available to staff, have a webpage on Staff Senate website
 - ii. Comparative analysis with other campuses, possibly survey Senate internally and then the wider staff later (leverage MUSSA data)
 - iii. Develop a charter for the committee to provide more clarity of what they are responsible for
 - 1. Staff Senate specific opportunities that would like to be seen
- d. *Special Events & Recognition*
 - a. Had about 30 submissions to the Staff Senate costume contest
 - i. Winners have been contacted
 - ii. Talked about ways to improve internally such as advertising about it sooner
 - b. Want to continue with meal pass for staff appreciation gift, and have an alternate for staff who already have meal plans through their employment or extension employees
 - c. March madness could have a watch party instead of a bracket to bring staff together
 - d. Staff 5k run in the spring to fundraise for staff scholarship

XI. External Committee Reports

- a. *Budget Council*
 - a. Money going to efficiency on campus and deferred maintenance
 - i. HVAC, lightbulbs and so on
- b. *Campus Sustainability Advisory Council*
 - a. Sustainability director search moving forward
- c. *Classroom Committee*
- d. *Diversity Council*
- e. *Outreach and Engagement Council*
- f. *Parking Appeals*
 - a. Have had two meetings
 - b. Appealing from Eagle is not an option
 - c. You can get credentials for a pharmacy pickup
 - d. No leniency periods like in the summer, orientations, or even MSU Fridays
 - e. If students appeal with no history of citations or tickets, there is a good chance for an appeal
 - i. Good to have no prior history and logic behind appeal
- g. *Planning Council*

- h. *Public Arts & Artifacts Committee*
- i. *Research Council*
 - a. Work on telling impact of research at MSU externally and internally
 - b. Addressing barriers of research on campus
- j. *Space Management Committee*
 - a. ODS and HR have office space in Swingle next to CCR, backfill of Barnard starting next month
- k. *University Facilities Planning Board (UFPB)*
 - a. Reid Hall classrooms are being updated, and they are moving forward well

XII. Adjourn

- a. Meeting adjourned by Kayla Lee at 11:01 am

Next Meeting:

December 17th, 2025

9:00 am – 11:00 am

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