

# Staff Senate Monthly Meeting Minutes

September 24, 2025

9:00 am – 11:00 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. *August 2025*

- i. The minutes from the August 2025 meeting were reviewed, motioned, and seconded
  - ii. Approved unanimously

## III. Public Comment

- a. Community event for professional development presented by Steve Beck is coming to town from October 1<sup>st</sup>-2<sup>nd</sup> (not university sponsored)
- b. A Business Operations Manager financial presentation took place on 9/22
- c. Office of admissions handed out pamphlets on how MSU employees can start their educational journey

## IV. Speakers

- a. *9 am: Kyleen Breslin – Managing Director, Campus Civil Rights*
  - i. Location: Second floor of Swingle (by the Strand Union Building)
    - 1. [Civilrights@montana.edu](mailto:Civilrights@montana.edu)
  - ii. Overview, who they are, and what services they offer
  - iii. Offer:
    - 1. Support services: what is appropriate support for an employee
    - 2. Education: presentations that are customized based on your needs
    - 3. Investigations: if an MSU policy has been violated Civil Rights investigators look to see if there was a violation
  - iv. What is covered: is someone being denied access to a service because of an identity, is equal opportunity being provided to everybody?
    - 1. Discrimination
    - 2. Harassment
    - 3. Interpersonal violence
    - 4. Based on a protected class
  - v. Good to know:
    - 1. Pregnancy accommodations: for students, employees are covered by HR
    - 2. Religious accommodations and ceremonial leave: faculty, staff, and students
    - 3. Relationship with students' policy: any employee whose role may foreseeably impact a student's role from accessing resources you cannot date a student
      - a. Power differential that is not allowed
      - b. Protects both employees and students
      - c. Reasoning:
        - i. Conflict of interest/code of ethics
        - ii. Safety-consent
        - iii. Access to programs and activities
  - vi. You are a mandatory reporter
    - 1. Employees are required to report any known or suspected knowledge of harassment, violence, or discrimination

2. Purpose is to connect the individual with resources
3. What happens when you make the report?
  - a. Reach out to person through email that has resources in it, process is something they can choose to or not choose to take part in
  - b. Meet with a case manager or peer advocate to share comfort level and explore options

**V. Previous Business**

- a. *Changing All Staff Council name back to Staff Senate*
  - i. Kayla moves for a formal vote to change name back to Staff Senate
  - ii. All Staff Council will now be changed to Staff Senate

**VI. New Business**

- a. Mary Lachenbruch from OCHE will be coming to the October 15<sup>th</sup> meeting to discuss the overall MUS insurance plan with MSUs Chief Human Resources Officer Jeannette Grey Gilbert

**VII. President's Meeting Update**

- a. *All Staff Council Lunch with President Tessman*
  - i. Meeting with President Tessman and Terry Leist on 9/24/25

**VIII. MUSSA Information**

- a. Bullying policy proposal
- b. All Staff Council MUSSA rep will be traveling to the November Board of Regents meeting in Missoula

**IX. Informational Items**

- a. MyInfo will be changing to MyMSU on October 2<sup>nd</sup>
- b. Flu shot clinics will be starting in October
- c. One size does not fit all students neurodivergence workshop will be held 9/26 in the library

**X. ASC Committee Updates**

- a. *Diversity, Equity & Inclusion*
- b. *Governance Committee*
  - i. Reviewing and adding edits to Operating Agreement in congruence with the Constitution
- c. *Professional Development*
  - i. Met with Terry Bishop (Manager, Professional Development and Training) to discuss lanes for professional development and resources on campus
- d. *Special Events Chair*

**XI. External Committee Reports – as time allows. Reports are posted on SharePoint.**

- a. *Budget Council*
- b. *Campus Sustainability Advisory Council*
- c. *Classroom Committee*
- d. *Diversity, Equity & Inclusion Committee –MSUASC DEI Chair*
  - i. Determining direction of council from new leadership
- e. *Outreach & Engagement Council*
- f. *Parking Appeals*
- g. *Public Arts & Artifacts Committee*
  - i. Committee to approve art going in the nursing building
  - ii. Discussion over bathroom tiles for Gianforte building
- h. *Research Council*

- i. *Space Management*
  - i. Approved more office space for Swingle
- j. *University Facilities Planning Board (UFPB)*
  - i. Meeting was cancelled

**XII. Adjourn**

- a. Kayla Lee adjourned the meeting at 10:40 am

**Next Meeting:**  
October 15, 2025  
9:00 am – 11:00 am  
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