

# SOUTHWEST MINNESOTA STATE UNIVERSITY

## QUICK REFERENCE LIST FOR STUDENT CONCERNS

Concern or Allegation	Where to get support for this at SMSU	How to make a report for this at SMSU	Related policies (college, university, or system)
Immediate emergency	In an emergency, call 911. On-Campus dial 9-911.		
Mental health	<b>Student-Counseling Office</b>	Diane Stieper/Julie Kautz - Counseling Services, <a href="mailto:diane.stieper@smsu.edu">diane.stieper@smsu.edu</a> or <a href="mailto:Julie.kautz@smsu.edu">Julie.kautz@smsu.edu</a> 507-537-7150, BA 156	<b>Board Policy 1B.4</b> Access and Accommodations for Individuals with Disabilities
Disabilities	<b>Disability Resources Office</b>	Pam Ekstrom, Director of Disability Resources, BA 246, 507-537-6492 <a href="mailto:Pam.Ekstrom@smsu.edu">Pam.Ekstrom@smsu.edu</a>	<b>Board Policy 1B.4</b> Access and Accommodations for Individuals with Disabilities
Immigration and refugee status	<b>International Student Services</b>	Dr. May Lee Moua-Vue, Director of International Student Services, SC 237 <a href="mailto:maylee.moua-vue@smsu.edu">maylee.moua-vue@smsu.edu</a> 507-537-6499	<b>A Guide to Supporting Safe and Inclusive Campus Climates</b> <a href="https://www.minnstate.edu/system/equity/docs/guide_supporting-safe-and-inclusive-campus-climates-02-14-2017-final.pdf">https://www.minnstate.edu/system/equity/docs/guide_supporting-safe-and-inclusive-campus-climates-02-14-2017-final.pdf</a>
Discrimination based on protected class  Harassment based on protected class	<b>The Office of Human Resources/University Public Safety Office/ Senior Administrator/Assistant Athletic Director</b>	Nancy Olson, Title IX Coordinator 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a> Dave Hemp, Deputy Title IX Coordinator for Students, FH B-18 507-537-6470 <a href="mailto:Dave.Hemp@smsu.edu">Dave.Hemp@smsu.edu</a> Allison Monson, Senior Women's Administrator/Associate Athletic Director 507-537-7133, FH 327 <a href="mailto:Allison.monson@smsu.edu">Allison.monson@smsu.edu</a>	<b>Board Policy 1B.1</b> Equal Opportunity and Nondiscrimination in Employment and Education <b>System Procedure 1B.1.1</b> Report/Complaint of Discrimination/Harassment Investigation and Resolution
Sexual assault	<b>The Office of Human Resources/ University Public Safety Office/ Senior Administrator/Assistant Athletic Director</b>	New Horizons Crisis Center, SS 227, 507-537-6817 (Office Hours) or 507-532-5764/800-881-7493 (24 hours). <a href="http://newhorizonscrisiscenter.org">newhorizonscrisiscenter.org</a> Nancy Olson, Title IX Coordinator 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a> Dave Hemp, Deputy Title IX Coordinator for Students 507 537-6470, FH B-18 <a href="mailto:Dave.Hemp@smsu.edu">Dave.Hemp@smsu.edu</a> Allison Monson, Senior Women's Administrator/Associate Athletic Director 507-537-7133, FH 327 <a href="mailto:allison.monson@smsu.edu">allison.monson@smsu.edu</a>	<b>Board Policy 1B.3</b> Sexual Violence Policy <b>System Procedure 1B.3.1</b> Response to Sexual Violence Procedure
Student code of conduct violations (including bullying, hate crimes, and physical violence)	<b>University Public Safety Office/ Judicial Affairs Coordinator/Dean of Students</b>	University Public Safety 507-537-7252, FH B-16 Dave Hemp, Judicial Affairs Coordinator 507-537-6470, FH B-18 <a href="mailto:dave.hemp@smsu.edu">dave.hemp@smsu.edu</a> Scott Crowell, Dean of Students 507-537-6844 <a href="mailto:Scott.crowell@smsu.edu">Scott.crowell@smsu.edu</a> FH 217	<b>Board Policy 3.6</b> Student Conduct <b>System Procedure 3.6.1</b> Student Conduct
Other complaints and grievances	<b>Dean of Students</b>	Scott Crowell, Dean of Students 507-537-6844 <a href="mailto:Scott.crowell@smsu.edu">Scott.crowell@smsu.edu</a> FH 217	<b>Board Policy 3.8</b> Student Complaints and Grievances <b>System Procedure 3.8.1</b> Student Complaints and Grievances

# SOUTHWEST MINNESOTA STATE UNIVERSITY

## QUICK REFERENCE LIST FOR EMPLOYEE CONCERNS

Concern or Allegation	Where to get support for this at SMSU	How to make a report for this at SMSU	Related policy or agreement (state, college, university or system)
Immediate emergency	In an emergency, call 911. On-Campus dial 9-911.		
Mental health	Human Resources Office, or Employee Assistance Program <a href="https://www.mn.gov/mmb/segip/health-solutions/employees/eap/">https://www.mn.gov/mmb/segip/health-solutions/employees/eap/</a> 1-800-657-3719	Nancy Olson, Chief Human Resources Officer (CHRO) 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a>	<b>Board Policy 1B.4</b> Access and Accommodations for Individuals with Disabilities
Disabilities	<b>The Office of Human Resources</b>	Nancy Olson, Chief Human Resources Officer (CHRO) 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a>	<b>Board Policy 1B.4</b> Access and Accommodations for Individuals with Disabilities
Immigration and refugee status	<b>The Office of Human Resources</b>	Nancy Olson, Chief Human Resources Officer (CHRO) 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a>	<b>A Guide to Supporting Safe and Inclusive Campus Climates</b> <a href="https://www.minnstate.edu/system/equity/docs/guide_supporting-safe-and-inclusive-campus-climates-02-14-2017-final.pdf">https://www.minnstate.edu/system/equity/docs/guide_supporting-safe-and-inclusive-campus-climates-02-14-2017-final.pdf</a>
Discrimination based on protected class  Harassment based on protected class	<b>The Office of Human Resources/University Public Safety Office/ Senior Administrator/Assistant Athletic Director</b>	Nancy Olson, Title IX Coordinator 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a> Mike Munford, Deputy Title IX Coordinator for Employees 507-537-7858, FH B-18 <a href="mailto:Mike.munford@smsu.edu">Mike.munford@smsu.edu</a> Allison Monson, Senior Women's Administrator/Associate Athletic Director 507-537-7133, FH 327 <a href="mailto:Allison.monson@smsu.edu">Allison.monson@smsu.edu</a>	<b>Board Policy 1B.1</b> Equal Opportunity and Nondiscrimination in Employment and Education <b>System Procedure 1B.1.1</b> Report/Complaint of Discrimination/Harassment Investigation and Resolution
Sexual assault	<b>The Office of Human Resources/University Public Safety Office/Senior Administrator/Assistant Athletic Director</b>	New Horizons Crisis Center, SS 227, 507-537-6817 (Office Hours) or 507-532-5764/800-881-7493 (24 hours). <a href="http://newhorizonscrisiscenter.org">newhorizonscrisiscenter.org</a> Nancy Olson, Title IX Coordinator 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a> Mike Munford, Deputy Title IX Coordinator for Employees 507-537-7858, FH B-18 <a href="mailto:Mike.munford@smsu.edu">Mike.munford@smsu.edu</a> Allison Monson, Senior Women's Administrator/Associate Athletic Director 507-537-7133, FH 327 <a href="mailto:Allison.monson@smsu.edu">Allison.monson@smsu.edu</a>	<b>Board Policy 1B.3</b> Sexual Violence Policy <b>System Procedure 1B.3.1</b> Response to Sexual Violence Procedure
Employee code of conduct violations	<b>The Office of Human Resources/University Public Safety Office</b>	Nancy Olson, CHRO 507-537-6544, BA 269 <a href="mailto:Nancy.olson@smsu.edu">Nancy.olson@smsu.edu</a> Mike Munford, Director of University Public Safety 507-537-7858, FH B-18 <a href="mailto:mike.munford@smsu.edu">mike.munford@smsu.edu</a>	<b>Board Policy 1C</b> Code of Conduct and Ethics <b>System Procedure 1C.0.1</b> Employee Code of Conduct
Other complaints and grievances	<b>The Office of Human Resources</b>	Nancy Olson, CHRO 507-537-6544, BA 269 <a href="mailto:Nancy.Olson@smsu.edu">Nancy.Olson@smsu.edu</a>	<b>System Procedure 1C.0.2</b> Respectful Workplace <a href="http://www.minnstate.edu/board/procedure/1c0p2.html">http://www.minnstate.edu/board/procedure/1c0p2.html</a>