FIRE ALARM TEST - CAMPUS WIDE

Johnson Control Fire Alarm Company will be conducting fire alarm testing campus-wide on our alarm system.

State Buildings; Aug 7 - 11 starting at 7:00 am

The alarms will sound for a short period of time and then be reset. This may affect the elevators as they need to be reset as well once the alarm test has been complete. Please be patient with our technicians in their endeavors to reset them in a timely manner. Please contact Facilities Services at 642-6244, if you have any questions or concerns.

Submitted by Debbie Liddick on 2023-08-01

FIRST REPORT OF INJURY - NEW PROCEDURES

Beginning July 1, 2023, the online process of reporting a First Report of Injury (FROI), will be replaced with a new 800 number. The FROI link will be deactivated and a new message will display with the 800 number to call and report a workplace injury. Both the new 800 number and the FAQ document are live on the BHR website.

Please call: 888.585.5075

- 24/7 access to a licensed nurse
- Access to a pharmacy benefits card
- Coordinated medical care at an appropriate level of care
- Timely reporting to your employer and the workers' compensation insurance company

You will want to call and report an incident as soon as possible. It is available 24/7, 365 days a year. It is recommended you call prior to seeking medical treatment unless the situation is an emergency. Due to the nature of the questions that will be asked when reporting an injury, it is recommended the employee calls themselves. If they are unable to report it for any reason, a supervisor or human resources can report the incident on behalf of an employee.

Please reach out to Human Resources if you have any questions.

Submitted by Cassie Maser on 2023-08-01

11TH ANNUAL JACKET RIDE FOR VETERANS

Save the date! August 8th - This charity ride goes through Spearfish Canyon and Vanocker Canyon. It is led by our American Legion brothers and sisters and has law enforcement support at all major intersections. It is an excellent way to see these famous routes. The ride is sponsored so 100% of registration fees go directly to Veterans. All vehicles are welcome. https://www.bhsufoundation.org/jacketride?fbclid=lwAR1le27A6IsDwiFkkrzHu6wUXWuo05uBUFz10qH0iBlphoLgEsKu-jsxDLQ

Submitted by Kanda Guthmiller on 2023-08-01

I-9 LAW UPDATE

The laws surrounding I-9 verification and compliance have changed. As many of you know, we were accepting a copy of the I-9 verification document (i.e. social security card, birth certificate, passport, etc.) temporarily until theoriginal could be provided. As of now, the HR office is no longer accepting copies of I-9 verification documents per federal law as outlined by the U.S. Citizenship and Immigration Services Department. Please review the rules below:

- 1. If your employee will be working for more than 3 days, the I-9 verification must be completed within 3 days following their start date.
- 2. If your employee will be working for 3 days or less, the I-9 verification must be completed on or before their first day of work.
- 3. If your employee is unable to provide their I-9 verification documents within the timeframes listed above, please ask them to push their startdate back until the I-9 verification is complete.

Failure to comply with this policy will result in termination of the employee record and potential fines if/when the university is audited. Please be sure togive any summer employees ample notice to provide their original I-9 verification documents. Any employee that is not able to provide their original documents will be ineligible to work until this has been completed.

If you would like a copy of the List of Acceptable Documents, please email BHSUHumanResources@bhsu.edu. This information is also listed in the new hire paperwork.

Submitted by Cheyenne Mendelsohn on 2023-08-01

COLLEGE OF LIBERAL ARTS SENIOR SECRETARY POSITION IS OPEN

Hello everyone! We are currently seeking applicants for our vacant Sr. Secretary position. Do you know someone who is a self-motivated, multitasking, team player that is currently looking for employment? If so, please encourage them to visit www.bhsu.edu/employment for further details and to apply.

Thank you!

Submitted by Justin Cameron on 2023-08-01

SEND-A-THANKS RECIPIENTS

The Send-a-Thanks platform was developed for employees to be able to send a special thank you, or kudos, to one of their colleagues across campus. Employees who receive a send-a-thanks are entered in to a monthly drawing for either a Bookstore gift card or a mug and gift card courtesy of Einstein's.

We would like to give a shout out to the recipients who have received a kudos! Recent recipients were:

- John Allred, VP of Enrollment Management
- Ezekiel Bucks, Professional Advisor

- Mike Jastorff, Director Bookstore
- Kristina Jones, Professional Advisor
- Jin Kim, Director of Career Development & Dakota Dreams Camps
- Jim Kim and Career Development Staff
- Ruth Moore, Senior Secretary
- Ven Thompson, Senior Application/Business Analyst (x2)
- Michael Zorichak, Senior Building Maintenance Worker

If you would like to send a special recognition to someone please click the quick link on the main e-Update email.

Thank you all for everything you do!

Thank you!

Submitted by Cheyenne Mendelsohn on 2023-08-01

STATE OF THE UNIVERSITY ADDRESS

PLEASE MARK YOUR CALENDARS

STATE OF THE UNIVERSITY ADDRESS

Wednesday, August 16th 10:00 a.m. to 12:00 p.m. Meier Hall

Submitted by Jacky Easton on 2023-08-01

BACK-TO-SCHOOL WEEK Please Mark Your Calendars

BACK-TO-SCHOOL WEEK

AUGUST 14th - AUGUST 18th

Submitted by Jacky Easton on 2023-08-01

ASSISTANCE NEEDED FOR MOVE-IN, FRIDAY, AUGUST 18TH

On Friday, August 18 we are going to be moving in a WHOLE bunch of new students on campus. Residence Life will be busy checking-in students in the Jonas Parking Lot. That is the first stop for students. Once the students have checked in, they will be directed to their residence halls to move in. We have athletes, student organizations and community folks who have volunteered to help with the move in process. If you would like to lend a helping hand, your muscles would be greatly appreciated! Please sign up here to help students move in to their dorm and contact Residence Life at 642-6464 if you have any adtiontionl questions.

Additionally on Friday, Student Union Staff will have a shade tent on the campus green. There will be a table with maps, water and friendly faces to help answer questions

and give directions to new students and their families. We will have the tent set up and staffed from 8 am - 3 pm. We hope to have two workers each of the 7 hours - totaling 14 helpers.

Are you interested and willing to help us? If you are willing to answer questions, give directions and be a great BH ambassador, please sign up here and let Jane Klug (642-6080) or Jessie Gramm (642-6378) know if you have any questions. If you do not feel like you have all the answers, that is okay. We'll have all the basic information included in a cheat sheet for those working the tent. Plus, we will have all the numbers to call should you need assistance.

Submitted by Jessie Gramm on 2023-07-25

PARKING PASS PAYROLL DEDUCTIONS

UPDATE: There were issues with the original docusign links in this announcement, but they have been fixed now. Anyone who previously submitted the forms will need to resubmit using these updated links.

If you are planning to use a payroll deduction when purchasing your parking pass here are the links to do so. Please Complete <u>Both</u> forms in order for us to process your request.

Parking Permit Form Vehicle Registration Form

Submitted by Lizzy Allred on 2023-07-25

STATE OF THE UNIVERSITY ADDRESS

WEDNESDAY, AUGUST 16, 2023 10:00 a.m. - 12:00 p.m. Meier Hall

State of the University Agenda 2023.08.16

Submitted by Jacky Easton on 2023-08-08

BACK-TO-SCHOOL WEEK Please Mark Your Calendars

BACK-TO-SCHOOL WEEK AUGUST 14th - AUGUST 18th

Submitted by Jacky Easton on 2023-08-08

FIRE ALARM TEST - CAMPUS WIDE

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Submitted by Debbie Liddick on 2023-08-08

RETURN TO NORMAL OFFICE HOURS

Effective August 14, we will return to normal university office hours of 8:00 a.m. to 5:00 p.m. Any special work arrangements that were approved for the summer should be revisited with one's supervisor, and in accordance with university policies. Please contact Human Resources at 605-642-6549 with any questions.

Submitted by Melissa Hart on 2023-08-08

SD RETIREMENT SESSION FOR NEW EMPLOYEES!

SDRS will be providing upcoming ZOOM presentations specifically for new employees! If you are new to South Dakota Retirement within the last year this would be a great presentation for you to sit in on. The sessions are 45 minutes in length and provide a great opportunity to learn about SDRS and the benefits available to members. Please see the full flyer on the HR Portal under "Latest Announcement."

August 16, 2023

10:00 AM (CT)/ 9:00 AM (MT) https://state-sd.zoom.us/webinar/register/WN PMofJXQ2T3igVtSPDL iXA

12:10 PM (CT)/11:10 AM (MT) https://state-sd.zoom.us/webinar/register/WN_3klkGNe-Qpm3l0DmS14t1Q

4:15 PM (CT)/ 3:15 PM (MT) https://state-sd.zoom.us/webinar/register/WN_9_wf3JndTeuJcHUn4gBlpg

September 11, 2023 4:15 PM (CT)/ 3:15 PM (MT) https://state-sd.zoom.us/webinar/register/WN_qTgNxlkcSV60lpeDBSyJPg

Submitted by Melissa Hart on 2023-08-08

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We would like to give a shout out to the recipients who have received a kudos! Recent recipients were:

- Anne Stevens, Support Services Analyst
- Jesse Shelbourn, Digital Media Specialist
- Allen Morris, Asst Prof, Mass Communications
- Karen Williamson, Accountant- Grants Accounting

If you would like to send a special recognition to someone please click the quick link on the main e-Update email.

Thank you all for everything you do!

Submitted by Ruth Moore on 2023-08-08

SEND-A-THANKS WINNER

Congratulations to the July Send-A-Thanks winner, Jin Kim! Keep up the great work! Also, thank you to Sodexo for this month's prize!

If you would like to Send a Thanks to an employee at BHSU, please follow the link below. You can also find the link on the BHSU Human Resources page. Each employee that receives a kudos will be entered in next month's drawing!

https://www.bhsu.edu/Faculty-Staff/Human-Resources/Buzz-Around

Submitted by Ruth Moore on 2023-08-08

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On Friday, August 18 we are going to be moving in a WHOLE bunch of new students on campus. Residence Life will be busy checking-in students in the Jonas Parking Lot. That is the first stop for students. Once the students have checked in, they will be directed to their residence halls to move in. We have athletes, student organizations and community folks who have volunteered to help with the move in process. If you would like to lend a helping hand, your muscles would be greatly appreciated! Please sign up here to help students move in to their dorm and contact Residence Life at 642-6464 if you have any adtiontionl questions.

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Submitted by Jessie Gramm on 2023-08-08

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Parking Permit Form Vehicle Registration Form

Submitted by Lizzy Allred on 2023-08-08

TIMESHEETS DUE TUESDAY 8/22 BY 9AM

TIMESHEETS MUST BE SUBMITTED ON SNAP BY: TUESDAY, AUGUST 22, 2023 at 9:00 AM MT

Please note, missed timesheet submissions or approvals will cause a delay in pay so be mindful of the deadline!

Hourly employees and student workers should always record all actual hours worked. There are 168 total hours in this current pay period for full-time employees. Faculty who were off contract during the current pay period do not need to submit timesheets.

CURRENT PAY PERIOD: 7/22/2023 through 8/21/2023

<u>SUPERVISORS</u> - all timesheets must be approved BY 2pm TUESDAY 8/22 as processes start that afternoon. Before approving any timesheets please check the leave request systems for outstanding leave requests. Once the leave is approved the timesheet should be updated with the appropriate leave and approved for processing. Please note, if the timesheet approval deadline is missed, your employee(s) will experience a delay in receiving a paycheck.

<u>EMPLOYEES</u> - please make sure your timesheet has been submitted and approved by your supervisor prior to 2:00 pm on Tuesday, August 22.

Submitted by Melissa Hart on 2023-08-15

STATE OF THE UNIVERSITY ADDRESS

WEDNESDAY, AUGUST 16th Meier Hall 10:00 a.m.

Submitted by Jacky Easton on 2023-08-15

POLICIES & PROCEDURES

The following policy/policies have been adopted, revised, or reviewed by the President.

- 4:7 Title IX & Sexual Harrassment
- 9:1 Notification that a Student is Missing
- 9:2 Dangerous Weapons and Firearms

Click Here to view the full Policy & Procedure web page.

Submitted by Jacky Easton on 2023-08-15

EVERBRIDGE EMERGENCY APP & ALERTS

Black Hills State University recently launched an initiative to further strengthen our communication and emergency preparedness plan using the Everbridge mobile application. This application enables us to notify you about class cancellations, campus safety alerts, and emergency public health information.

First, sign-up for Everbridge Emergency Alerts for severe weather advisories and warnings, campus closures or delayed openings or any critical notifications during an emergency. To get started please click here: https://campusalert.sdbor.edu/?univ=bhsu, where you will be prompted to log in with your BHSU email address and password.

Download the Everbridge App Today!

Once you have registered and or updated your contact information, the application is available to download <u>HERE</u> on the Apple App Store and Google Play. In the application, you can choose which alerts to get and how you want to receive updates.

Watch this video on how to use the application

Having your latest contact information in our notification system is the only way to ensure we can quickly communicate with you in an emergency. Thank you for your participation in this important program.

For questions, contact the BHSU Help Desk at BHSUHelpDesk@BHSU.edu

Submitted by Debbie Liddick on 2023-08-15

DINING SERVICE LOCATIONS

Dining services locations will be going cashless this coming fall semester. Thank you for your understanding and look foward to seeing all of you back on campus.

Submitted by Ron Showman on 2023-08-14

STUDENT COUNSELING SUPPORT GROUP

Student Counseling Support Group

A support group is composed of people facing common struggles who gather to share what's troubling them providing support and encouragment to each other through the sharing of experiences. The support group is facilitated by a BHSU counselor. Group is limited to 8 to 10 members, will meet once a week for approximately 8 weeks and is free of charge. Should you have a student who you think could benefit from this, please encourage them to contact BHSU student health and counseling services for further information and to sign up. 605-642-6520.

Topics Covered:

Adjusting to college, coping skills, making friends, managing stress, time management, achieving academic success, experiencing life and relationship issues

Submitted by Rebecka Funk on 2023-08-14

SELF-CARE TIP

Welcome Back!

The beginning of a new school year is a great time to think about boundaries! Boundaries are those invisible lines we draw for ourselves when we interact with others to let them know our limits and help keep us physically and emotionally safe. Just strengthening a weak boundary or implementing a boundary for the very first time can truly do wonders in improving our lives! How are you doing in setting boundaries? Is there an area at home or work that you know would be less stressful if you set a healthier boundary? Is there a physical boundary or emotional boundary you could implement this year that you know you've needed to set?

Once you've identified what boundary you need to set, the next step is implementation. If you're not good at expressing your needs and limits, this can be difficult but not impossible. Start small, think about one area or a specific person you'd like to set a boundary with. Practice what you will say either by practicing it with someone or perhaps writing it out. Be direct, clear, and kind. Remember that others do not always respond favorably when we begin to set limits or change the way something has been. This can be in particularly hard when someone responds with sadness or anger. Hang in there and try to avoid personalizing it. Remember that you are doing what is best for you and that's perfectly acceptable. At the end of each week, take time to evaluate how you're doing. Try to evaluate yourself and your progress without judgment. Personal growth takes time. Remember to give yourself credit for doing such hard work!

"Daring to set boundaries is about having the courage to love ourselves even when we risk disappointing others." Brene Brown

Courtesy of BHSU Student Health and Counseling Services

Submitted by Rebecka Funk on 2023-08-14

WELCOME NEW BHSU EMPLOYEES!

Please help me welcome the new employees on the BHSU campus. We are so excited to have you be a part of the BHSU community!

- Stephanie Higdon CIRCLES Curriculum Library Director
- Anthony Conklin Sr Programmer Analyst/Software Developer
- Corey Compton Director of Public Safety
- Jackson Mailoux Accountant
- Nikole Didier Senior Secretary, CBNS
- Ashley Wingert Program Assistant I, SD CEO

Submitted by Cassie Maser on 2023-08-13

HR OFFICE COLLABORATION WITH SDSMT

Greetings!

Last October the Human Resources (HR) office at BHSU joined forces on a trial collaboration with the HR office at the School of Mines (SDSMT). After realizing the potential efficiencies and exciting opportunities by continuing this collaboration, in addition to supporting the goals of Senate Bill 55, we have decided to make this a permanent arrangement. Moving forward, Melissa Hart, Director of Human Resources, will lead the Human Resources offices at both campuses. All other employees in both HR offices will primarily service their original campus, however each person will be the point person on some functions for both campuses. Therefore, you may be contacted by, or need to reach out to, an employee from the SDSMT office for some items. Here is a list of items each HR employee will specialize in for both campuses:

- Melissa Hart, Director of HR this position is split 50/50 between both campuses and
 has oversight over both operations. It will primarily be based out of the BHSU campus
 but will travel to SDSMT one day per week on Thursdays. Melissa will be the main
 point of contact for anything related to policies, annual contracts, handbooks,
 PeopleAdmin Performance Management set up, salary policy, affirmative action, and
 Equal Opportunity items.
- Cassie Maser, HR Manager BHSU this position will be the main contact for both campuses for Americans with Disabilities Act (ADA), annual Conflict of Interest (COI) disclosures, campus trainings, and personnel issues
- Ruth Moore, BOR HR Generalist I (welcome to HR Ruth!) will oversee employee recognition and longevity awards, and FMLA tracking
- Dawn Weiss, HR Manager SDSMT oversees worker's comp, campus training, personnel issues, and lunch and learns
- Nancy Feiler, BOR HR Generalist II SDSMT will be our benefits expert, FMLA paperwork/review, and international hire questions
- Tammy Merkwan, BOR HR Generalist I SDSMT this position will eventually be the ePAF approver for HR on both campuses, conduct terminations of federal work study positions, end of month payroll reports, and timesheet reminders
- Amber Anderson, BOR HR Generalist I SDSMT oversees SDRS/Aflac as well as the benefits fair for both campuses

Each employee will still have specific duties they do for their main campus that are not listed above, and the items above may change some as we get further into this new operating model. We appreciate everyone's patience and understanding during this time of change. We look forward to this new chapter for Human Resources and the collaboration between the two offices.

Please feel free to contact the HR Department with any questions at 605-642-6549.

Thank you!

Submitted by Melissa Hart on 2023-08-11

SEND-A-THANKS RECIPIENTS

The Send-a-Thanks platform was developed for employees to be able to send a special thank you, or kudos, to one of their colleagues across campus. Employees who receive a send-a-thanks are entered in to a monthly drawing for either a Bookstore gift card or a mug and gift card courtesy of Einstein's.

We would like to give a shout out to the recipients who have received a kudos! Recent recipients were:

- Rebecca Davis, Senior Building Maintenance
- Jin Kim, Director Career Development
- Joe Rainboth, Director Admissions
- Anita Haeder, Budget Assistant
- Kanda Guthmiller, Scholarship Coordinator
- Nicholas Van Kley, Director for the Center for Faculty Innovation
- Alyssa Blake, Financial Aid Advisor
- Taylor Phillips, Assistant Director of Admissions

If you would like to send a special recognition to someone please click the quick link on the main e-Update email.

Thank you all for everything you do!

Submitted by Melissa Hart on 2023-08-11

SEND-A-THANKS SENDER WINNER!

Greetings and welcome to another academic year! Human Resources has continued to use the Send-a-Thanks program as a way for people to formally send a "thank you", or "kudos", to others across campus. Each month the HR team has a random drawing for anyone who received a Send-a-Thanks, with prizes courtesy of our two generous donors the BHSU Bookstore and Sodexo. We wanted to do an additional prize for anyone who sent a Send-a-Thanks last year. The BHSU Public Safety Department has graciously donated a parking pass for the 2023-2024 academic year.

The Send-A-Thanks "sender" winner is Jin Kim!!! Congratulations Jin and thank you for all you do for BHSU!

Submitted by Cheyenne Mendelsohn on 2023-08-08

PARKING PASS PAYROLL DEDUCTIONS

UPDATE: There were issues with the original docusign links in this announcement, but they have been fixed now. Anyone who previously submitted the forms will need to resubmit using these updated links.

If you are planning to use a payroll deduction when purchasing your parking pass here are the links to do so. Please Complete **Both** forms in order for us to process your request.

<u>Parking Permit Form</u> <u>Vehicle Registration Form</u>

Submitted by Lizzy Allred on 2023-07-17

DINING ITEMS

We hope everyone had a wonderful summer! Here is a quick reminder to please return all catering and dining items to the Hive. Thank you - Management

Submitted by Julia Symonds on 2023-08-21

ADVICE: TO GIVE OR NOT TO GIVE?

Have you ever been tempted to tell someone exactly what they should do? You have the solution to their problem, and ask yourself "Why won't they just listen?" We've all experienced this at one time or another and have also likely experienced a negative response to our advice-giving efforts. Why does giving good advice often not work? Most people who receive unsolicited advice can leave feeling "less than" and often feel the person giving advice is casting judgment. Sometimes giving no advice is the best advice! Truly focus on being a good listener and use open and ended questions that demonstrate you are listening and want to understand where they are coming from. Most people hold their own answers to their problem and just need time, guidance, and support at clarifying what this is for them.

Should you have someone whom you are just not sure what they are looking for try asking "Are you looking for support or solutions?" Remember after giving possible solutions be sure to remind them, ultimately, they know what is best! This technique is a great way to avoid giving unsolicited advice!

Courtesy of BHSU Student Health and Counseling Services

Submitted by Rebecka Funk on 2023-08-21

FACULTY WORKSHOP: WHAT YOU NEED TO KNOW ABOUT GENERATIVE AI IN 2023

Center for Facultly Innovation Workshop: What You Need to Know about Generative Al in 2023

Description: Since late 2022, Higher Ed has been awash in editorials on artificial intelligence and the future of college instruction. As more students learn to use ChatGPT and a host of related generative AI platforms, faculty globally are wrestling with difficult questions and changing the way they teach. In this workshop, which is intended for faculty who feel underinformed and under-prepared for teaching in the era of widespread generative AI, we'll share key information about generative AI in 2023, what to expect from student behavior, and foundational strategies for navigating opportunities and risks as an educator. Hosts: Nick Drummond, Nick Van Kley, Prasanthi Pallapu, and colleagues.

Hosts:

When: Wednesday, Aug 30, 3:30-4:30pm Location: JA 103A (RSVP for Online Option)

RSVP: https://Bit.ly/BHSU-CFI-23f-ai

Submitted by Nick Van Kley on 2023-08-21

FACULTY WORKSHOP: BEYOND THE DISCUSSION FORUM

Workshop: Beyond the Discussion Forum

When: Thur, Aug 24, 3-4pm

Location: JA 103A (RSVP for online option)

Description: The online discussion forum has been with us for about two decades. It's a flexible tool that helps students demonstrate preparation, contribute to class dialogue, and practice elaborating key course concepts and principles. In online courses, it's nearly universal. But we've all seen the dark side of the discussion forum: perfunctory participation, last-minute box checking, waning quality after weeks of posting. In this workshop, we'll explore some alternatives to discussion forums - high- and low-tech ways to get students participating in dialogue online.

RSVP: Beyond the Discussion Forum RSVP

Submitted by Nick Van Kley on 2023-08-21

DINING SERVICES CASHLESS

Just a Friendly reminder all DIning locations on campus are cashless this Fall. We look forward to seeing you!

Submitted by Ronald B Showman on 2023-08-21

COMPENSATION STUDY REGARDING NFE POSITIONS

Dear NFE Staff,

The South Dakota Board of Regents recently engaged the efforts of The Segal Group, an HR and benefits consulting group. The goal of this consultation was to develop a system-wide classification practice and a compensation philosophy to ensure equitable, competitive, transparent and strategic compensation programs for our Non-Faculty Exempt (NFE) employees.

As part of this consultation, the SDBOR created new job families for NFE positions that extend across all its institutions. This helps create a consistent approach for analyzing compensation based on markets in which the SDBOR competes for talent. Additionally, a job leveling matrix was created to assist in developing and evaluating NFE job descriptions. This matrix outlines expectations at each level within the institution, looking at job scope and responsibilities.

As part of the compensation study, the SDBOR evaluated current NFE job descriptions and matched them with equivalent roles to ensure each institution is keeping pace with the market. This study was able to match 67% of the positions to market data and found that NFE salaries within the SDBOR system were at 96% of the market rate.

In September, the SDBOR will notify NFE employees of their salary grade and levels. <u>It is important to note that as a result of this study, jobs were not added or eliminated, and no one received a salary cut.</u> On Friday, September 25 BHSU Human Resources will conduct two

listening sessions for any NFE who would like to hear additional information on the study. The listening sessions will be broad information regarding the study conducted, not specific individual information on each employee. Both sessions will be located in the President's Conference Room in the Student Union. They will be from 9-10 a.m. and 3-4 p.m.

We are grateful for the hard work of the SDBOR and our HR partners in helping ensure our compensation packages are competitive and market-driven.

If you have any questions about the compensation study, please contact your Human Resources office at 605-642-6877.

Thank you!

Submitted by Melissa Hart on 2023-08-18

PHOTOGRAPHER PAUL HORSTED WILL PRESENT ON THE 1874 BLACK HILLS EXPEDITION

Co-author/photographer Paul Horsted will present new information and images from his newly revised book *Exploring with Custer: The 1874 Black Hills Expedition*. He will share updated images of "then and now" from this historic and controversial expedition, and reveal new findings from recent research along Custer's wagon route through the Black Hills.

The program is sponsored by the Leland D. Case Library for Western Historical Studies and the South Dakota Humanities Council, an affiliate of the National Endowment for the Humanities.

Admission is free and a book signing will follow the program.

Date: Thursday, August 31, 2023 Time: 4:00 p.m. - 5:30 p.m. Location: Jonas Hall room 305

Submitted by Lori Terrill on 2023-08-18

GEEK SPEAKS ARE BACK!

Please join us in Jonas 110 on Monday, September 11 at 4:00 p.m. for our first Geek Speak of the semester. As always, these lectures are free and open to the public. Check out the fall lineup below!

September 11: Karl Lehman: How About a Nice (terrifying, mind-blowing, portentous, entertaining, historic) game of Chess? - The changing face (and attitude) of Caissa in the Smartphone, Social-Media World

Join life-long chess enthusiast (and current #5 on the World "Duck" Chess blitz rankings) Karl Lehman for a two-part discussion on the state of chess and chess culture with a focus on the changes and developments of the last decade. Not only is the theory of the game (the study of how to play it well) evolving quickly, but the game is enjoying unprecedented popularity and can now be said to have inspired its own culture. This two-part series will provide a quick and accessible overview of the current state of one of the world's most beloved and enduring cultural artifacts. No previous chess knowledge required.

September 18: Karl Lehman: Chess, Part II: Generation Chess: How the Royal Game became Dank *or* The Blooming of Popular Chess Culture in the early 21st Century

In case you missed it, chess is enjoying a resurgence, a Renaissance, if you will. Blame *The Queen's Gambit* or the Pandemic, give credit to Magnus Carlsen or Levy Rozman, point at the Internet, Hikaru Nakamura, or AlphaZero, ask me or Elon Musk or Bobby Fischer's ghost, or read about Abhimanyu Mishra or Hans Neimann in the New York Times, the news is out: Chess is back and it is more popular than ever. No longer an old man's twilight pastime, the Royal Game is a legitimate big-money sport, complete with its own celebrities, media, culture, world tours, TV shows, language, scandals, and x-games.

October 16: Dr. Andrey Reznikov: The History of Writing: from Pictograms to Emoji

The ability to speak arose hundreds of thousands of years ago as part of our intellectual development during evolution, but writing was invented quite recently. Humans have been able to represent language in written form for a mere 5000 or 6000 years. Although language underlies both spoken and written communication, the two modes are fundamentally different in nature. Speaking developed in human beings naturally, but writing had to be invented. In every society, every typically healthy human being knows how to speak. By contrast, writing is an advanced skill, and it is not possessed by everyone.

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Throughout history women have been diagnosed, treated, committed to institutions (or burned at the stake) for symptoms of what their society identified as insanity. From the wild bacchanalia of the Maenads in Ancient Greece, to the delicate insanity of Ophelia, to the mad heroines of classic Victorian literature, to contemporary images found in television series like *Penny Dreadful* and movies like *Kill Bill*, women suffering from mental instability has been a favorite topic of popular culture. Why? Is there really a tie between gender and insanity, a "female malady," or is there something else going on?

The social construct of women as "deviant" has a long history. It can be seen in the world's major religions and spiritual traditions, which often view women as "uncontrollable." In the last two centuries in particular, we have seen a very strong connection between the concept of femininity and the cultural construction of madness. In this course we will focus on the historical and cultural factors and behaviors that have been associated with madness in women as it is reflected in popular culture. By examining the representations of insanity in popular culture, we can examine changing ideas about gender, social class and family structures, and the effect these factors have on what we consider to be "sane."

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The 14th Amendment to the United States Constitution was adopted shortly after and as a result of the Civil War. It marked the first time that the Constitution began to regulate the conduct of the various states toward their citizens and the rights of those citizens. Without the 14th Amendment we likely would not have had the same debates about abortion, guns,

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Submitted by Dr. Courtney Huse Wika on 2023-08-16

WELCOME NEW BHSU EMPLOYEES!

Please help me welcome the new employees on the BHSU campus. We are so excited to have you be a part of the BHSU community!

- John Hutchison Head Women's Soccer Coach
- Austin Westland Athletic Trainer
- Ashlyn Englehorn Head Women's Softball Coach
- Summer DiGioia Senior Secretary CAMSE
- Lara No Braid East Complex Director
- Tirzah Knight Director, Student Financial Aid

Submitted by Cassie Maser on 2023-08-16

E. Y. BERRY LIBRARY LEARNING CENTER FALL HOURS

Building hours for the E. Y. Berry Library-Learning Center for the Fall 2023 Semester are as follows:

Monday - Thursday: 7:30 a.m. - 9:00 p.m.

Friday: 7:30 a.m. - 5:00 p.m.

Saturday - Sunday: 2:00 p.m. - 6:00 p.m.

Information on holiday closures and finals hours will be posted on the library website (https://library.bhsu.edu/info/hours.cfm) and on our Facebook page (https://www.facebook.com/BHSULibrary/).

Please note that some departments and services within the library building are not available all hours the building is open. Please check with the appropriate department for their availability.

Submitted by Lori Terrill on 2023-08-16

CHAT WITH A LIBRARIAN!

Need help locating a book or navigating the databases?

In addition to in-person research assistance, the Library offers an <u>online chat service</u> available M-Th: 9am-12:30pm, 1:30-5:30pm and Fridays: 9am-12:30pm, 1:30-4pm.

Have a question after-hours?

Use the same chat service to leave the Library staff a message.

Submitted by Sara Freng on 2023-08-15

EVERBRIDGE EMERGENCY APP & ALERTS

Black Hills State University recently launched an initiative to further strengthen our communication and emergency preparedness plan using the Everbridge mobile application. This application enables us to notify you about class cancellations, campus safety alerts, and emergency public health information.

First, sign-up for Everbridge Emergency Alerts for severe weather advisories and warnings, campus closures or delayed openings or any critical notifications during an emergency. To get started please click here: https://campusalert.sdbor.edu/?univ=bhsu, where you will be prompted to log in with your BHSU email address and password.

Download the Everbridge App Today!

Once you have registered and or updated your contact information, the application is available to download <u>HERE</u> on the Apple App Store and Google Play. In the application, you can choose which alerts to get and how you want to receive updates.

Watch this video on how to use the application

Having your latest contact information in our notification system is the only way to ensure we can quickly communicate with you in an emergency. Thank you for your participation in this important program.

For questions, contact the BHSU Help Desk at BHSUHelpDesk@BHSU.edu Submitted by Debbie Liddick on 2023-08-15

Black Hills State University faculty, staff, and students have access to a literacy support software called Read&Write which they can install on their work and personal devices. An inclusive learning software designed to support individuals of all ages, learning styles, and abilities with their tasks in research, reading, and writing while using their existing tools such as word processors. BHSU's subscription includes OribitNote to read PDF documents and a separate plug-in and/or app for ePUB documents. Follow this link to access the full details and usage instructions: https://www.bhsu.edu/iits/services/readwrite

Submitted by Jennifer Lucero on 2023-04-11

PARKING PASS PAYROLL DEDUCTIONS

UPDATE: There were issues with the original docusign links in this announcement, but they have been fixed now. Anyone who previously submitted the forms will need to resubmit using these updated links.

If you are planning to use a payroll deduction when purchasing your parking pass here are the links to do so. Please Complete **Both** forms in order for us to process your request.

Parking Permit Form

Vehicle Registration Form

Submitted by Lizzy Allred on 2023-07-17

FALL TOWN HALL MEETING DATES

Please add the following Town Hall Meeting dates to your calendar:

Wednesday, October 11th 3:30-5:00 p.m. in the Club Buzz (lower level Student Union)

Wednesday, November 29th 3:30-5:00 p.m. in the Club Buzz (lower level Student Union)

Submitted by Jacky Easton on 2023-08-28

MINDFULNESS

The Art of Mindfulness

Mindfulness is a state of awareness, where you stop to take notice of your thoughts, and feelings without judgement. It's the practice of purposely bringing attention to the present moment. Mindfulness has many possible benefits such as lowering your overall stress, improving your ability to manage your emotions, strengthening your relationships by allowing yourself to be a better listener and enabling you to take pause to think before responding.

Practicing being mindful is a great way to give us a sense of inner calmness and stability throughout our workday.

Tips to practice mindfulness:

- 1. Practicing mindfulness requires purchasing nothing! All you need is guiet space.
- 2. Remember the goal is not to clear your mind of all thoughts. There's no superior alternative state of mind that is the goal here. Your mind WILL wander and that's just fine. Just keep bringing yourself back to the present moment. Use a deep breathe to anchor yourself back and keep coming back again and again if need be.
- 3. As you practice mindfulness, remember to observe your thoughts without judging yourself. This can be the tricky part for most of us. Just take notice of your thoughts and return back to the present moment.

How do you implement mindfulness into your daily life? Implementing a new skill always takes time and practice. You can practice being mindful wherever you are. Try walking slowly from your car into your office. As you walk, focus on feeling the ground beneath your feet, feel the air against your skin, listen to the cars driving by, birds chirping or the leaves rustling. Take notice of your specific surroundings using your sight, smell, and other senses. As you sit down at your desk for the day, slowly take a drink of your coffee or morning beverage, savoring the taste. Take a few minutes throughout your day to slow down, observe your thoughts without judging, breathe and feel your body. Practicing mindfulness can be an effective way of managing your overall stress and can help us to enjoy the present moment rather than mindlessly pushing through our day.

Self-Care Tip, Courtesy of BHSU Student Health and Counseling Services

Submitted by Rebecka Funk on 2023-08-28

LABOR DAY WEEKEND LIBRARY HOURS

The E. Y. Berry Library-Learning Center will be closed Saturday, Sept. 2 through Monday, Sept. 4 for the Labor Day holiday. Normal hours resume Tuesday, Sept. 5, 2023.

Submitted by Lori Terrill on 2023-08-28

PHOTOGRAPHER PAUL HORSTED WILL PRESENT ON THE 1874 BLACK HILLS EXPEDITION Co-author/photographer Paul Horsted will present new information and images from his newly revised book "Exploring with Custer: The 1874 Black Hills Expedition." He will share updated images of "then and now" from this historic and controversial expedition, and reveal new findings from recent research along Custer's wagon route through the Black Hills.

The program is sponsored by the Leland D. Case Library for Western Historical Studies and the South Dakota Humanities Council, an affiliate of the National Endowment for the Humanities.

Admission is free and a book signing will follow the program.

Date: Thursday, August 31, 2023 Time: 4:00 p.m. - 5:30 p.m. Location: Jonas Hall room 305

Submitted by Lori Terrill on 2023-08-28

SEND-A-THANKS RECIPIENTS

The Send-a-Thanks platform was developed for employees to be able to send a special thank you, or kudos, to one of their colleagues across campus. Employees who receive a send-a-thanks are entered into a monthly drawing for either a bookstore gift card or a mug and gift card courtesy of Einstein's.

We would like to give a shout out to the recipients who have received some kudos! Recent recipients were:

- Jessica Gramm, Student Engagement Coordinator
- Megan Kenney, West Complex Director
- Kristina Jones, Professional Advisor
- Jane, Klug, Dean of Students
- Janette Hettick, Director of Student Success Center
- Laramie Sotelo, Peer, and Internship Coordinator
- Jennifer Lucero, Coordinator, Disability and Testing Services
- Megan Kenney, West Complex Director
- John Ginther, Director, Residence Life
- Kaitlin Palmer, International Admissions Coordinator
- Samantha Gill, Professional Advisor
- Kristina Jones, Professional Advisor
- Ezekiel Bucks, Professional Advisor
- Cassy Medigovich, Professional Advisor
- Jin Kim, Director of Career Development and Dakota Dreams Camp

If you would like to send a special recognition to someone, please click the quick link on the main e-Update email.

Thank you all for everything you do!

Submitted by Ruth Moore on 2023-08-28

CHECK OUT THESE ON-CAMPUS JOBS! Please share these jobs with students!

Check Out These On-Campus Jobs on Handshake!

- #6825477 BHSU-RC Bookstore Part-time
- #8159551 BHSU Student Grounds Assistant
- #8112607 BHSU Young Center Operations Specialist
- #8004301 BHSU Peer Mentor
- #5129649 BHSU Disability Services & Spearfish Testing Center

Contact: Careers@BHSU.edu or 605-642-6269

Submitted by Career Development on 2023-08-25

UPCOMING CAREER DEVELOPMENT EVENTS!

Please share these events with students! Career Development Events Coming Soon!

Drop-In Style Pre-Fair Workshop Monday, August 28th, 2023 10:00am-11:00am Career Development Space- Library 175

Drop-In Style Pre-Fair Workshop Wednesday, August 30th, 2023 3:00 pm - 5:00 pm Career Development Space- Library 17

2023 BHSU Part-Time and On-Campus Job Fair Thursday, August 31st, 2023 9:00am-12:00pm Jacket Legacy Room

"What Am I Doing With My Life: Adventures in Major and Career Exploration." Thursday, September 7th 2023 10:00 am - 11:00 am & 5:00pm-6:00pm E.Y. Berry Library 210

The Art of Mingling (Networking and Interviewing) workshop. Tuesday, September 12th 2023 1:00 pm - 3:00 pm E.Y. Berry Library 210

For more information or for persons with disabilities requesting accommodations for this event, please contact Jin Kim at 605.642.6269 or Careers@BHSU.edu at least 48 hours prior to the start of the event.

Submitted by Career Development on 2023-08-25

SAVE THE DATE FOR THE PART-TIME & ON-CAMPUS JOB FAIR Please share this event with students!

2023 Part-Time & On-Campus Job Fair

Where: Jacket Legacy Room

When: Thursday, August 31st, 2023

Time: 9:00am-12:00pm

- No Registration required!
- Bring your Cv, Resume, and a smile!
- Come prepared to talk with potential employers!

Contact us: 605-642-6269 or Careers@BHSU.edu

For more information or for persons with disabilities requesting accommodations for this event, please contact Jin Kim at 605.642.6269 or Careers@BHSU.edu at least 48 hours prior to the start of the event.

Submitted by Career Development on 2023-08-25

WRITING ASSISTANCE CENTER IS OPEN

With the second week of the semester in progress, the Writing Assistance Center is open and ready to collaborate with students and faculty. We're located at the back of the library in room 130. No appointment required. We have writing consultants eager to assist students Monday-Thursday 10:00 - 6:00, Friday 10:00 - 3:00, and Sunday 2:00 - 6:00. Bring your assignment and laptop to our Open Writing Lab -- the commanding hightop table -- where you can work in a supportive environment with assistance just a holler away. To reserve an appointment (again, not required), go to https://bhsu.mywconline.com to set up a profile and choose from three different types of sessions.

The Writing Assistance Center is also available to faculty. We welcome the chance to visit classrooms and introduce ourselves, our services, or conduct workshops on any writing-related topic. Email Matthew.Bauman@BHSU.edu to arrange a class visit.

Submitted by Matthew Bauman on 2023-08-25

POLICIES & PROCEDURES

The following policy/policies have been adopted, revised, or reviewed and approved by the President.

• 10.1 Advertising & External Creative Agencies Approval

<u>Click here</u> to view the full Policy & Procedure web page.

Submitted by Jacky Easton on 2023-08-25

CSA AND NFE POSITION DESCRIPTION (PD) UPDATES

Last year, as part of a BOR initiative to streamline CSA and NFE evaluations through our People Admin/YourFuture system, all employees updated position descriptions (PD's). Our new evaluation system pulls directly from the duties and expectations listed on employee's position descriptions. It is crucial for PD's to be updated <u>each year</u> in the fall before the evaluation process starts because duties change and positions evolve over time.

When starting this process, please note that CSA employees have the ability to start the process in the YourFuture system and make changes to their own PD's. Once they have made updates, they will send to their supervisor to review and edit as necessary. NFE employees cannot start the process to make changes in the YourFuture system. The supervisor will need to make these edits with input given from their employee(s).

All PD's need to be completed and sent to "Institutional HR" by October 15th, 2023. We will be opening the system up in October/November for supervisors. Please don't hesitate to reach out to Cassie Maser at 6545 or cassie.maser@bhsu.edu if you have any questions.

Submitted by Cassie Maser on 2023-08-24

THE FREE STORE IS OPEN FOR THE SEMESTER!

The Free Store hours are Monday - Friday, 9am - 3pm. We are in the Student Union across from Starbucks.

We have a restock on items, so make sure to stop by and have a look around! We are looking forward to seeing everyone. Donations are still accepted as well.

Questions? Contact MaryFrances at Maryfrances.Bruce@yellowjackets.bhsu.edu
Persons with disabilities requesting accommodations for this event call (605)642-6560 or email Deborah.Liddick@BHSU.edu.

Submitted by Debbie Liddick on 2023-08-24

RUDDELL GALLERY EXHIBITION RECEPTION Skott Chandler | Near Misses August 28 - September 29, 2023 Reception August 31st, 5:00-7 PM

Please join the Fine Arts Faculty Thursday, August 31st from 5:00-7PM for a reception celebrating the work of Black Hills State University Photography Professor Skott Chandler. The exhibition of Chandler's work entitled; Near Misses is currently on display at the Ruddell Gallery. "Near Misses" explores how humans interpret media and form opinions based on signifiers and examines the delicate relationship between perception and reality. By mimicking the iconic NASA media of asteroids, Chandler's work draws attention to the ease with which one can form opinions and judgments based on the visual signifiers presented. This exhibition will run through September 29th.

Exhibitions are free and open to the public. Persons with disabilities requesting accommodations for this event or for more information call contact the Student Union Information Center at (605) 642-6062 or the gallery director Michael Baum at (605) 642-6706.

Submitted by Michael Baum on 2023-08-22

GEEK SPEAK IS BACK!

Please join us in Jonas 110 on Monday, September 11 at 4:00 p.m. for our first Geek Speak of the semester. As always, these lectures are free and open to the public. Check out the fall lineup below!

September 11: Karl Lehman: How About a Nice (terrifying, mind-blowing, portentous, entertaining, historic) game of Chess? - The changing face (and attitude) of Caissa in the Smartphone, Social-Media World

Join life-long chess enthusiast (and current #5 on the World "Duck" Chess blitz rankings) Karl Lehman for a two-part discussion on the state of chess and chess culture with a focus on the changes and developments of the last decade. Not only is the theory of the game (the study of how to play it well) evolving quickly, but the game is enjoying unprecedented popularity and can now be said to have inspired its own culture. This two-part series will provide a quick and accessible overview of the current state of one of the world's most beloved and enduring cultural artifacts. No previous chess knowledge required.

September 18: Karl Lehman: Chess, Part II: Generation Chess: How the Royal Game became Dank or The Blooming of Popular Chess Culture in the early 21st Century

In case you missed it, chess is enjoying a resurgence, a Renaissance, if you will. Blame The Queen's Gambit or the Pandemic, give credit to Magnus Carlsen or Levy Rozman, point at the Internet, Hikaru Nakamura, or AlphaZero, ask me or Elon Musk or Bobby Fischer's ghost, or read about Abhimanyu Mishra or Hans Neimann in the New York Times, the news is out: Chess is back and it is more popular than ever. No longer an old man's twilight pastime, the Royal Game is a legitimate big-money sport, complete with its own celebrities, media, culture, world tours, TV shows, language, scandals, and x-games.

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What do "privileges and immunities " and " due process" mean and how do they affect us?" The 14th Amendment to the United States Constitution was adopted shortly after and as a result of the Civil War. It marked the first time that the Constitution began to regulate the conduct of the various states toward their citizens and the rights of those citizens. Without the 14th Amendment we likely would not have had the same debates about abortion, guns, affirmative action or many other contentious issues as the states would likely have remained largely free of the Bill of Rights. Even with the ratification of the Amendment the application of the Bill of Rights and other rights has been slow and incremental taking more than 140 years. We will discuss how the Amendment affects this issues and how we got here in two sessions.

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Submitted by Dr. Courtney Huse Wika on 2023-08-16

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Watch this video on how to use the application

Having your latest contact information in our notification system is the only way to ensure we can quickly communicate with you in an emergency. Thank you for your participation in this important program.

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Black Hills State University faculty, staff, and students have access to a literacy support software called Read&Write which they can install on their work and personal devices. An inclusive learning software designed to support individuals of all ages, learning styles, and abilities with their tasks in research, reading, and writing while using their existing tools such as word processors. BHSU's subscription includes OribitNote to read PDF documents and a separate plug-in and/or app for ePUB documents. Follow this link to access the full details and usage instructions: https://www.bhsu.edu/iits/services/readwrite

Submitted by Jennifer Lucero on 2023-04-11

FACULTY WORKSHOP: WHAT YOU NEED TO KNOW ABOUT GENERATIVE AI IN 2023 Center for Facultly Innovation Workshop: What You Need to Know about Generative AI in 2023 Description: Since late 2022, Higher Ed has been awash in editorials on artificial intelligence and the future of college instruction. As more students learn to use ChatGPT and a host of related generative AI platforms, faculty globally are wrestling with difficult questions and changing the way they teach. In this workshop, which is intended for faculty who feel under-informed and under-prepared for teaching in the era of widespread generative AI, we'll share key information about generative AI in 2023, what to expect from student behavior, and foundational strategies for navigating opportunities and risks as an educator. Hosts: Nick Drummond, Nick Van Kley, Prasanthi Pallapu, and colleagues.

Hosts:

When: Wednesday, Aug 30, 3:30-4:30pm Location: JA 103A (RSVP for Online Option)

RSVP: https://Bit.ly/BHSU-CFI-23f-ai

Submitted by Nick Van Kley on 2023-08-21

PARKING PASS PAYROLL DEDUCTIONS

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Submitted by Lizzy Allred on 2023-07-17