

SAVE THE DATE!

Please share these with students!

SAVE THE DATE FOR SOME MORE EVENTS!

Professional Document Workshop: Resumes, Cover letters, and more!

Mon. March 6, 2023

9am-10am in the President's Conference Room

4pm-5pm in the Trump Conference Room

Professional Document Workshop: Resumes, Cover letters, and more!

Tues. March 7, 2023, 4pm-5pm

President's Conference Room

Last Chance Before Graduating: Job Searching

Mon. April 24, 2023 9am-10am and 4pm-5pm

Tues. April 25, 2023, 4pm-5pm

President's Conference Room

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 2022-12-05

SAVE THE DATE

*note the added event!

Please share these with students!

SAVE THE DATE!

What am I doing with my life: Adventures in Major and Career Exploration

Tues. Feb. 7, 2023, 9am-10am and 4pm- 5pm

President's Conference Room

Pre-Fair Workshop: Drop-In Style

Mon. Feb. 27, 2023, 8am-12pm

President's Conference Room

2023 BHSU Teacher Fair
March 2, 2023 9am-12pm
Young Center Field House

2023 Yellow Jacket Job & Internship Fair
March 2, 2023, 1pm-3pm
Young Center Field House

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 Jin Kim on 2022-12-05

CHECK OUT THESE OPENINGS ON HANDSHAKE

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Check out these opportunities on Handshake!

- #7190465 Bridge Technician
- #7223478 Social Worker Senior Crisis Therapist
- #7221958 Religious Services Assistant
- #7197632 Dispatcher at Oregon Department of Transportation
- #6971636 Risk Management Internship - Summer 2023

Contact: Careers@BHSU.edu or 605.642.6269

Submitted by Career Development on 2022-12-05

ARTWALK: END OF SEMESTER EXHIBITS ACROSS CAMPUS!

This semester's ARTWALK will take place on Tuesday, December 6th, 2022 from 4:00PM-6:00PM!

This semester, we will feature the reception for the Contemporary Issues photography exhibition, *Observations on Introspection* in the Photographer's Gallery, located in Jonas Academic. Also featured will be the Open Studio Tour located in the lowest level of Wenona Cook. Studio Art and Art Education Majors at BHSU will open their studio spaces to the public for viewing work in progress as well as have works for sale. You are welcome to bring a canned

food item to donate to the BHSU food pantry! Don't forget to check out all of the art spaces across campus including in the Student Union and third floor of Woodburn!

Submitted by Desy Schoenewies on 2022-12-05

REMINDER: ACTIVE SHOOTER TRAINING SESSIONS

A reminder to sign up for one of the upcoming Active Shooter training sessions:

Wednesday, December 14th at 1 p.m. in the Joy Center

Thursday, January 5th at 10:30 a.m. in the Joy Center

The training sessions are 1-hour long. Please RSVP to my email address.

Those who have already signed up do not need to contact me unless you need to change the training date.

Submitted by Phil Pesheck on 2022-12-05

SEND-A-THANKS WEEKLY 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 each week. Last week's recipients were:

- Alyssa Blake, Financial Aid Advisor
- Jin Kim, Director of Career Development
- Christina Nauta, Senior Accountant
- Jonathan Nero, Professor, Music
- Ron Showman and Sodexo Staff

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 2022-12-05

UNITED WAY CAMPAIGN

The annual BHSU United Way Campaign is underway! Last year, the campus raised \$5,389.81 to help organizations in the communities of Spearfish, Belle Fourche, Deadwood, Lead and Whitewood.

There are three ways you can donate:

1. Return the pledge form and envelope received through campus mail. Please send or drop off the completed form in the human resources office or to a BHSU United Way committee member.
2. Donate online: <https://bit.ly/3kZ7oMr>. Please be sure to note “BHSU” in the Company Affiliation box.
3. Fill out an electronic pledge form, print, and return to HR or a BHSU United Way committee member. Please let Becca Walters know if you prefer the electronic pledge form method.

Every dollar of your contribution remains in the Black Hills!

Your United Way Committee Team consists of Becca Walters, Faye LaDuke-Pelster, Jessie Gramm, Katrina Jensen, Glen Lammers, and Desy Schoenewies. Please reach out to a committee member with any questions.

Thank you for your support!

Submitted by Becca Walters on 2022-12-01

TOWN HALL MEETING

MARK YOUR CALENDARS

WEDNESDAY, JANUARY 25, 2023

3:30 – 5:00 P.M. IN CLUB BUZZ

TOPIC WILL BE ANNOUNCED AT A LATER DATE

WEDNESDAY, MARCH 22, 2023

3:30 – 5:00 P.M. IN CLUB BUZZ

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Submitted by Jacky Easton on 2022-11-29

CALLING ALL GEEKS

GEEK SPEAKERS NEEDED

Dear colleagues,

We have the following spots open for spring Geek Speak:

January 23, March 6, March 20, April 3, April 10

Any interest in geeking out with us? Please contact me: Courtney.HuseWika@BHSU.edu

Submitted by Dr. Courtney Huse Wika on 2022-11-15

PERFORMANCE MANAGEMENT - EVALUATIONS

Just a friendly reminder that step 1 of the new evaluation process in YourFuture (Supervisor Creates Plan) is due this **Thursday, December 15th**. Please make sure you get into the Performance Management system and start the evaluation process. If you need a guide or the Zoom link to the recent training where HR did an interactive evaluation demo between a supervisor and employee in the new Performance Management system, please reach out to our office. Just as an FYI, system generated emails will be coming from hr@sdbor.edu.

Please reach out if you have any questions!

Submitted by Cassie Maser on 2022-12-13

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- Yun Seok Choi, Assistant Prof, Chemistry
- Christina Nauta, Senior Accountant
- Quintin Owens, Assistant Prof, Art
- Angelica Tyler, Associate Controller
- Donna Vanden Hoek-Wiles, Program Assistant I

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 2022-12-12

TIMESHEETS DUE TUESDAY 12/20 BY 9AM

TIMESHEETS MUST BE SUBMITTED ON SNAP BY: **TUESDAY, DECEMBER 20, 2022 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 176 total hours in this current pay period, including 8 hours of Holiday pay for 11/24/2022 and 8 hours of Administrative Leave pay for 11/25/2022 for full-time employees.**

CURRENT PAY PERIOD: 11/22/2022 through 12/21/2022

SUPERVISORS - **all timesheets must be approved BY 2pm TUESDAY 12/20** 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.

EMPLOYEES - please make sure your timesheet has been submitted and approved by your supervisor prior to 2:00 pm on Tuesday, December 20.

Submitted by Melissa Hart on 2022-12-12

COMMENCEMENT AND OTHER EVENT PHOTOS

Happy Winter Break! The Marketing & Communications team is happy to announce the official launch of our SmugMug account, the new home for event photos! We've had lots of events happen on campus this semester, and photos of those events can be found and purchased online. Visit photos.bhsu.edu (You'll be redirected to our SmugMug account page, don't worry, that's expected) to view and purchase photos from events throughout the semester, including Fall Commencement. This database will be updated regularly, so check back as often as you would like!

Submitted by Scott Lemon on 2022-12-12

STAFF SENATE DECEMBER MEETING

BHSU Staff Senate will hold their December meeting on Monday, December 19, 2022, at 10 AM. The meeting will be available on Zoom (link available on the Staff Senate page of the BHSU website - www.BHSU.edu/Faculty-Staff/Staff-Senate, then click the Meetings and Agendas tab, link in the first paragraph). An in-person option is also available in Woodburn Hall room 127, but space is very limited for this meeting. (January - May 2023 meetings will be held in the Trump Room in the Student Union.) Please join us for our December meeting and share information with or ask questions of your Staff Senators.

Submitted by Nancy Shuck on 2022-12-12

PLAN AHEAD FOR UPCOMING PRINTING

The Print Services office will be closed December 21st through January 5th.

Please plan ahead if you need printing done, funds added to printing accounts, or anything else that runs through this office.

Our printer fleet will still be monitored and stocked with paper during this timeframe.

If you have any questions, please let me know. Lori.DuBry@BHSU.edu or ext. 6739.

I hope you all have a wonderful holiday season!

Submitted by Lori DuBry on 2022-12-12

RESIDENCE HALLS CLOSING!

A reminder that the Residence Halls are closing December 14, 2022 at 6:00 PM. Please refer to a previously sent email from BHSU Residence Life regarding specific details of Winter Break stay and payment options! You can reach out with questions to us at 605-642-6464 or BHSUResidenceLife@BHSU.edu

Have a Happy Holiday Season!

Submitted by Residence Life on 2022-12-06

UNITED WAY CAMPAIGN

The annual BHSU United Way Campaign is underway! Last year, the campus raised \$5,389.81 to help organizations in the communities of Spearfish, Belle Fourche, Deadwood, Lead and Whitewood.

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1. Return the pledge form and envelope received through campus mail. Please send or drop off the completed form in the human resources office or to a BHSU United Way committee member.
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Every dollar of your contribution remains in the Black Hills!

Your United Way Committee Team consists of Becca Walters, Faye LaDuke-Pelster, Jessie Gramm, Katrina Jensen, Glen Lammers, and Desy Schoenewies. Please reach out to a committee member with any questions.

Thank you for your support!

Submitted by Becca Walters on 2022-12-01

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WEDNESDAY, MARCH 22, 2023

CAMPUS E-UPDATE | December 13, 2022

3:30 – 5:00 P.M. IN CLUB BUZZ

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Submitted by Jacky Easton on 2022-11-29

SEND-A-THANKS WEEKLY RECIPIENTS

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We would like to give a shout out to the recipients each week. Last week's recipients were:

- Jacky Easton, Executive Administrative Assistant
- Cassy Medigovich, Professional Advisor
- Samantha Smith, Acad Coord, WR Hlth & Sci Center

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 2022-12-20

LIMITED HEALTH SCREENING APPOINTMENTS AVAILABLE

here are just a handful of on-site health screening appointments still available for January 9th and 10th, schedule today before they are booked!

Our beneFIT Well-Being Program administrators will be on campus January 9-10, 2023, completing on-site health screenings. You can earn rewards for taking part in well-being activities like your biometric screening.

To register for a screening appointment go to webmdhealth.com/benefit. If you do not have access to a computer, you can call 800-721-2749 for the WebMD Customer Service. Walk-in appointments are not guaranteed.

The on-site health screenings will be held in the Joy Center this year. The last chances to partake in on-campus health screenings are January 9-10. If you are unable to complete the on-site health screening you may still complete this well-being activity by having your physician complete the [Physician Form](#).

If you have any questions please contact BHSU Human Resources at 605-642-6549.

Submitted by Melissa Hart on 2022-12-20

DONNIE KEIFERT'S FAREWELL

Stop in and wish Donnie well as he heads off to USD's Graduate School this Spring. Join us in the Admissions Office from 12pm-1pm on Wednesday 12/20 for refreshments and farewells!

Submitted by Taylor Phillips on 2022-12-19

TRIO STUDENT OF THE MONTH

Megan Brozik is TRIO's December Student of the Month. Megan is from Winner, South Dakota and is majoring in Math and Science Education. She shares that she has always wanted to become a teacher ever since she taught her siblings math in her provisional classroom in their basement. Megan wants to help students learn basic math and science skills, but most importantly she wants to help them learn that they are capable on taking any challenge. She desires to become “a mentor and a good role model for [her] future students because some students are not fortunate enough to have one at school or at home.” In fact, Megan loves when students have ‘aha’ moments because it shows that they finally understood the concept. With this in mind, Megan wants all of her students to find a new confidence in her classroom that would make them want to help other students. The Director of TRIO, Ashley, shares that “Megan is bright, hardworking, dedicated and determined. She is always willing to step in and help a fellow student whether that be as a peer mentor or a tutor. When something is asked of a group Megan is always the first to step up. She takes on challenges and faces them head on. Her warm and friendly personality makes it easy for those around her to connect to her and feel included. We are proud to have Megan as a part of the TRIO program.” Furthermore, Megan shares that in TRIO, she has mostly utilized the advising and printing services. She comments that having free printing saves her so much money that can be utilized for other purposes. In addition, Megan shares that with TRIO, she has felt supported and encouraged to do her best job in college and has been shown interest in her physical, social, and mental wellbeing. Finally, Megan shares that she values the education she has received so far at BHSU because her professors are helping her achieve her goal of becoming a great teacher. She comments that she has learned so much from her professors about teaching high schoolers since most of them have backgrounds in teaching the high school level. Furthermore, Megan is happy to share that she has been recently accepted to BHSU's School of Education program and is excited to continue becoming a competent, confident, and caring educator. Congratulations Megan!

Submitted by Ashley Kirchner on 2022-12-19

VOLUNTEERS NEEDED FOR PERSONAL TRAINING PROGRAM

Senior Exercise Science students are back at it this semester and ready to tackle your health and wellness needs. This is an opportunity for you to have access to free one-on-one personal training for the Spring 2023 semester. You will get an individualized plan catered to your needs plus become more knowledgeable about your overall health including blood pressure, heart rate, strength, cardiorespiratory fitness, and body fat percentage. You will need to be able to meet at least one time per week with your student. The day and time are flexible with your schedule. You and your student can then decide if you want a personalized home program to work on for the remainder of the week or if you would like to meet up more throughout the week. Limited spots are available so contact me, Ashley Pfeiffer, through email if you would like to be a part of the program. The official start date will likely be January 23rd. Thank you and Happy Holidays!

Submitted by Ashley Pfeiffer on 2022-12-15

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- Facility Services

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Thank you all for everything you do!

Submitted by Melissa Hart on 2022-12-22

STUDENT FUNDING ASSISTANCE

Please see the link provided that has more information: https://www.bhsu.edu/files/pdf/Funding_Assistance_FINAL.pdf

Submitted by Jacky Easton on 2022-12-27

REMINDER TO ADD CAMPUS EVENTS TO ONLINE CALENDAR

Please remember to add any upcoming events your department is hosting to our online campus calendar. Event submissions can be done here: <https://www.bhsu.edu/About-BHSU/Campus-Calendar/Event-Submission>. If you have any question, please contact the marketing department at Marketing@BHSU.edu.

Submitted by Maegan Detlefs on 2022-08-19

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CAMPUS E-UPDATE | December 27, 2022

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