



MINUTES
BHSU Staff Senate

Monday, April 19, 2021 – 10AM

Senators in Attendance: Nancy Shuck, Roxanne Lewis, Andrea Bakeberg, Terri Bjorum, Taylor Phillips, Janette Hettick, Clarissa Thompson, Scott Hanson

1. Call to Order
 - a. The meeting was called to order at 10:03 a.m.
2. Approval of Minutes of March 15, 2021
 - a. Janette Hettick motioned to approve the minutes as presented, Scott Hanson seconded the motion. The motion was put to a vote and carried.
3. All-Staff Annual Meeting – March 22, By-laws approved as submitted.
 - a. The bylaws are now updated on the website.
 - b. The new categories have also been updated on the website.
4. Elections
 - a. Nominations closed on April 9th and are as follows:
 - i. Academic Affairs
 1. Aaron Bauerly
 - ii. Colleges
 1. Terri Bjorum
 2. April Yenglin
 3. Michelle Kane
 4. Emily Hoffmann
 - iii. Facility Services
 1. Scott Hanson
 - iv. Finance & Administration
 1. Kasey Salazar
 - v. Information Technology
 1. Derrick Erhart
 - b. All those in categories with only one nominee have agreed to serve and since they are unopposed, they will be starting their new terms in May.

- c. The Colleges category constituents were sent a ballot to vote on the nominees who agreed to serve on April 12th with a close date of April 15th at noon.
 - d. Nancy welcomed our new senators and noted that April Yenglin will be serving a three-year term. Melissa Hart asked who our BOR CSA representative will be now. Nancy said that she can serve in that capacity for the time being, and Scott Hanson also noted that he could assist as needed.
- 5. Regents CSA Council Meeting – Friday, April 16
 - a. Nancy provided an overview of what was covered at the meeting. There was a presentation by Dr. Maher. They discussed personal leave and bereavement. They also discussed the new health plans, and Nancy reminded staff that their health plan will not roll over as it has in the past. Everyone will need to sign up for a plan. She also discussed that we will no longer use ACES for CSA evaluations.
 - b. Melissa Hart provided some insight on several items. She clarified on bereavement that this includes immediate family which includes in laws and foster children. Regarding the health plans, HR is working on scheduling a review on campus for employees. They also have times booked in the computer lab for employees to get signed up for their plans. Details will be included in the Campus e-Updates. She also noted on the employee evaluations that the BOR is putting together a committee to look at purchasing the evaluation feature in Your Future which would allow the employee evaluation paperwork to be handled entirely electronically.
- 6. Scholarship Applications
 - a. CSA Scholarship (\$825)
 - b. BHSU Family Scholarship (\$300)
 - c. Discussed/took nominations for both scholarships. Nancy will send these out via email to the senators for a vote.
- 7. Discussion – What is your vision for Staff Senate?
 - a. Discussed a concern from a staff member that Staff Senate doesn't have authority, so there was discussion about our purpose and if we need to make any changes.
- 8. Open House – Need to set new date.
 - a. Call for slides is still on-going.
 - i. Derrick has so far received slides from the following departments:
 - 1. HR, Student Success Center, Marketing & Communications, Purchasing, COLA, Instructional Design, TRIO, and Mail Services.
 - ii. If your department is not on this list, please continue to submit slides to Derrick for the future open house.
 - b. Janette Hettick suggested looking at the last part of May before

faculty are off contract, but to avoid the May 24th New Student Orientation. Nancy also discussed possibly looking at August when faculty are getting back to campus.

9. Committee Reports (if any)
10. Announcements / Upcoming Events
 - a. Finals Week – May 3-7
 - b. Graduation – May 8
11. Next meeting – May 17, 2021, 10am (incoming and outgoing Senators included)