


Campus E-Update

December 12, 2017
Faculty/Staff

Submit

your **announcement** by
8:30 a.m. Tuesday

to be included in that day's
Campus e-Update.
Example: events, FYIs, and
campus notices

Submit

your **great news**

Example: remarkable or
noteworthy accomplishments,
achievements, or special
recognitions

[Announcements page](#) is updated daily. The Campus E-Update is emailed on Tuesday and Thursday.

Announcements

TIMESHEETS DUE EARLY

REMINDER: TIMESHEETS MUST BE SUBMITTED ON SNAP BY WEDNESDAY: December 20, 2017 BY 9:00 AM MT

Please note with the early deadline in combination with the Holiday, processing time for the December payroll will be condensed. That said, missed timesheet submissions or approvals may 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 hours in this current pay period, including 8 hours of HOL pay for November 23rd and 8 hours of ADM pay for November 24th.

CURRENT PAY PERIOD: 11/22/2017 THROUGH 12/21/2017

Supervisors - all timesheets must be approved BY 2 PM WEDNESDAY as processes start that afternoon. Prior to 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 Wednesday.

If you are not an employee who is required to submit a timesheet or exception time on SNAP, please disregard this message.

--Submitted by Kasey Salazar on 2017-12-12

December Administrative Day

Greetings Colleagues! I am happy to announce that Governor Daugaard has granted administrative leave for executive branch agencies during the upcoming holiday season. Dr. Rush supports the Governor's gratuity and has extended the use of administrative leave to Regental system employees as well. Eight hours of administrative leave will be granted for Tuesday, December 26th for the Christmas holiday.

--Submitted by Kasey Salazar on 2017-12-12

BHSU Website Update

The BHSU website will be upgraded in a few weeks. If you haven't already, please fill [this online form](#) to ensure that you have edit permissions on the new platform. Thanks!

--Submitted by Gus Karinen on 2017-12-12

BHSU Holiday Video

The [BHSU Holiday video](#) is now available! Don't forget to join us for the Employee Holiday Reception today from 3-5 p.m. at the Joy Center! Make sure to bring a food item to donate to the Spearfish Food Pantry! Happy Holidays!

--Submitted by Adam Roosa on 2017-12-12

Fire Alarm Tests

Simplex Grinnell Fire Alarm Co will be conducting tests campus wide from December 18 through December 22 on our alarm system.

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.

--Submitted by Roxanne Lewis on 2017-12-11

Student Pantry Donations Needed

Please encourage any students in need to visit our BHSU Student Pantry. Located at the ROTC entrance to Humbert Hall, the pantry stocks unopened food and personal care/household items. It is open M-F, 8:00 a.m.-5:00 p.m., excluding holidays. With the evening and early morning temperatures frequently dropping, it is especially important for students to take advantage of the service.

The Honors Club also has limited funds for winter coats and gear for students in need. The Honors Program is currently seeking donations for the on-campus Student Pantry. The pantry also stocks nonperishable food and personal care/household items for students in need. Please contact Katelyn.Woten@YellowJackets.BHSU.edu for more information. Pantry donations can be dropped off at Janette Hettick's office in Jonas 108.

--Submitted by Katelyn Woten on 2017-12-11

Submission of Abstracts for the 20th Black Hills Research Symposium

Kindly submit your abstracts for the 20th Black Hills Research Symposium 2018 using the following URL:

<http://www.bhsu.edu/Research/BHResearchSymposium/Apply.aspx>

ABSTRACT SUBMISSION DEADLINE: February 23, 2018 by 5:00 pm

Abstract submission guidelines:

Name of presenter

Name of Faculty Research Mentor

200-450 word max. abstract that includes:

Title

Complete list of presenters and authors

Email address of presenters and authors(s)

Discipline

For empirical data-driven or theoretical research: A brief description of the research to be presented including:

Background

Methods

Results

Conclusion

For research in an area of creative activity: A brief description of the body of work including:

Media

Technique and process

Purpose of the work: narrative, influence, and/or design qualities

All creative works must be presented through oral presentation. Fine art must provide visual representations.

Indication of preference for poster or oral presentation

Indication of IRB approval and IRB approval number where appropriate. Please refer to BHSU research policies and/or contact Cynthia.Anderson@bhsu.edu for details or clarifications

Indication of undergraduate or graduate status

Acceptance or Applied to NCUR (Yes or No)

Participants will be notified of acceptance by email by March 2nd, 2018.

--Submitted by Parthasarathi Nag on 2017-12-11

BHSU Christmas Light Recycling

'Tis the season to bring in your old, burnt out, and used Christmas lights for recycling; don't throw them out! Spread your Christmas cheer by bringing any lights you have to the Young Center foyer or the Library entryway on BHSU's campus before

January 19th, 2018. Contact Petrika.Peters@BHSU.edu for questions or more information.

--Submitted by Petrika Peters on 2017-12-08

News Releases

[BHSU announces \\$32 million Capital Campaign for student scholarships and campus advancement](#)

Black Hills State University has announced its record-breaking goal of raising \$32 million through a Capital Campaign for student scholarships and campus advancement. The campaign has raised \$23.7 million since July 2014 and has already provided for 46 new scholarship endowments. BHSU aims to complete the Capital Campaign by December 2019.

[BHSU education majors complete student teaching in New Zealand](#)

Black Hills State University prepares its education majors for diversity and multiculturalism in the classroom through its partnership with Global Gateway for Teachers, a worldwide student teaching exchange program. This semester, two BHSU students completed their student teaching requirements in New Zealand before returning to the Black Hills for graduation.

[BHSU students present on forthcoming innovations at Pecha Kucha event](#)

Black Hills State University and BHSU-Rapid City students delivered fast-paced, high-energy presentations at the Rapid City Chamber of Commerce Pecha Kucha Night Nov. 16 at the Journey Museum.

All 11 presenters are students in Dr. Barbara Looney's managerial communications class. Looney, assistant professor of management at BHSU, explains that Pecha Kucha is the Japanese phrase for chit-chat. The platform has become a way to share powerful ideas in a tightly-drafted manner.

[Magical 2017 Holiday Video from BHSU captures spirit of Black Hills](#)

Magical winter views and iconic wildlife of the Black Hills are showcased in the 2017 holiday video produced by Black Hills State University. The university is proud to share the majesty of the Black Hills in its annual holiday video and offers a welcome break from the sometimes hectic holiday season.

[CAMPUS CALENDAR](#)

Check out upcoming events on the [Campus Calendar](#)

[YELLOW JACKET NEWS](#)

Check out scores, upcoming games and other news at [BHSU Athletics](#)

BHSU.edu/news
