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# Campus E-Update

September 14, 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

### Designate a web editor for your area

A web editor training session is scheduled for Sept. 20th (time and place TBA). Please identify who will serve as the web editor for your area to update pages. During the transition or if your area doesn't have a trained web editor, send website updates to [web@bhsu.edu](mailto:web@bhsu.edu).

--Submitted by Corinne Hansen on 2017-09-14

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### United Way Campaign

Each of you will soon be receiving a United Way pledge form either through campus mail or direct delivery. The United Way of the Northern Hills helps 28 organizations in the Belle Fourche, Deadwood, Lead, Spearfish, and Whitewood communities provide assistance to those in need.

The back of the pledge form lists the local organizations who receive financial support from the United Way.

If you wish to contribute, you have the option of paying directly, being invoiced, using a credit card, or selecting payroll deduction. Payroll deductions will not begin until the January, 2018, payroll. You may designate where you would like your donation to be applied and for \$30 you can provide a child a book a month for a year by including the Imagination Library.

100% of your contribution remains in the Black Hills!

Due to partnerships a donation can be multiplied many times. For instance, \$1 provides 5 meals to families in need, \$15/month provides a child with a backpack of food each weekend of the school year, and \$50 provides 3 children with new winter coats.

This year's goal for the Northern Hills region is \$175,000. Last year's goal was \$160,000 and we surpassed it. BHSU pledges totaled \$8,832.00 last year. Only 46 of our over 400 employees donated. Hopefully, with your help we can greatly improve our combined contribution and participation!

Please return your pledge forms by October 27 to either: Chris McCart, Chris Hahn, Faye LaDuke-Pelster, Ron Showman, Corinne Hansen, or Terry Hupp (Unit 9540).

If you wish to take advantage of payroll deduction, please return both copies of the pledge form.

This is your opportunity to help make a difference in someone's life who is less fortunate.

Thank you for your caring consideration!

*--Submitted by Terry Hupp on 2017-09-14*

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### **PeopleAdmin Online Employment Site**

The South Dakota Board of Regents will be upgrading its "YourFuture" (PeopleAdmin) online employment site on September 28, 2017. The system upgrade from 5.8 to 7.0 includes many new features, as well as a more intuitive application process. To help make this transition as smooth as possible, we are asking that all pending actions need to be in HR's queue by September 25th so we can get these completed before going live in the new system. Any NEW actions that are received after this cut-off date will need to be re-started thru the new site. Any items that have been approved by HR and are still pending in the old system after the "go live" date will still be available to complete in our current system--for example, open job postings and hiring proposals. Any new actions need to be initiated by Human Resources until training has been completed by all end users after the first few weeks the site is live. Please watch for additional communication regarding the transition including training opportunities for the new website. If you have any questions, please contact the Human Resources office.

*--Submitted by Cassie Maser on 2017-09-14*

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### **Faculty and students participate in Special Topics panel on Interpretive Studies in an Era of Interpretation - now on BHSU TV's YouTube channel**

In spring 2017, several BHSU faculty and students participated in four two-hour, two-part Special Topics panels that were featured on campus radio. Now, with summer production completed by MCOM student Jose Morales, the series is also being broadcast on campus TV and YouTube. Here's the link to Interpretive Studies in an Era of Interpretation

<https://www.youtube.com/watch?v=pzNhtCT3qG8>

featuring faculty Christine McCart, David Cremean, Trenton Ellis and students Abby Reilly and Lisa Aksamit, with host and editor Mary Caton-Rosser. Note, the video is a visual collage of the audio presentation, not intended to be completely visibly lip-synched.  
*--Submitted by Mary Caton-Rosser on 2017-09-12*

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### **Jacket Investment Club**

The Jackets Investment Club will be of interest to students who are interested in finance and investing. The club will include trading strategy seminars, guest speakers, and participation in collegiate trading competitions. All interested students, of any major, are welcome to join.

The Club will have its first meeting on Thursday, September 21 at 3:30 in MH 207.

At the first meeting, officers will be determined and a complete meeting schedule set.  
*--Submitted by Blake Rayfield on 2017-09-13*

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### **Student Food Pantry**

Please encourage any students in need to visit our BHSU Student Pantry. Located at the ROTC entrance to Humbert Hall, the pantry stocks food and personal care/household items. It is open M-F, 8:00 a.m.-5:00 p.m., excluding holidays. Please contact [katelyn.woten@yellowjackets.bhsu.edu](mailto: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 2017-09-13*

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### **Student Food Pantry Donations Needed**

The Honors Program is currently seeking donations for the on-campus Student Pantry. The pantry stocks nonperishable food and personal care/household items for students in need. Please contact [Courtney.HuseWika@BHSU.edu](mailto:Courtney.HuseWika@BHSU.edu) for more information. Pantry donations can be dropped off at Janette Hettick's office in Jonas 108.

*--Submitted by Katelyn Woten on 2017-09-13*

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### **Kickstart Your Wellness Qualifications with a Health Screening**

The three wellness qualifications are beneficial to you no matter the health plan that you choose and not just for the obvious health benefits! Get started on your wellness qualifications now by scheduling an On-site Health Screening today.

StayWell representatives will be back on campus on 10/17/17 - 10/19/17 from 8:30 AM - 4 PM to complete the health screening portion of your wellness requirements.

Please note participants must register for their on-site screening at least 2 weeks in advance to better assess expected participation. You can register at the new benefit site at: <https://benefit.staywell.com/My%20Account/Login?item=/&user=extranet\Anonymous&site=Production+StateSD>

*--Submitted by Kasey Salazar on 2017-09-13*

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## **TIMESHEET DUE DATE APPROACHING**

REMINDER: TIMESHEETS NEED TO BE SUBMITTED ON SNAP BY THURSDAY: September 21, 2017 ~ 9:00 AM MT

Hourly employees and student workers should always record all actual hours worked. There are 184 hours in this current pay period, including 8 hours of HOL pay for September 4th.

CURRENT PAY PERIOD: 8/22/2017 THROUGH 9/21/2017

Supervisors - all timesheets must be approved BY 2 PM THURSDAY 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 Thursday.

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 2017-09-13*

## **Events**

### **Craig Johnson, author of the Longmire series, is the next BHSU Presidential Lecture Series presenter**

Craig Johnson, the New York Times bestselling author of the Longmire mystery series, and other books, will visit Black Hills State University Thursday, Oct. 19. In addition to his public presentation, scheduled for 7:30 p.m. at Meier Hall for the second annual BHSU Presidential Lecture Series, Johnson will meet with BHSU students during his visit to campus.

A limited number of free tickets will be available for faculty and staff. Ticket information will be announced next week. Details are available at [www.BHSU.edu/pls](http://www.BHSU.edu/pls)

*--Submitted by Corinne Hansen on 2017-09-14*

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### **HSSO Blood Drive**

There are still times available to donate blood on Monday, September 18th! All donors get a free T-shirt and will be entered for a drawing to win two Broncos tickets! You can save a life! Sign up [here!](#)

*--Submitted by Joe Rath on 2017-09-14*

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### **Banner User Support**

You are cordially invited to attend a Banner User Support (BUS) session on September 19,

2017 in the Library GEC Room (lower level) from 1:00 pm to 3:00 pm.

If you are familiar with Banner, but still a "hesitant" user, the two-hours BUS session would be beneficial as well.

Please RSVP if you plan to attend to: [Anita.Haeder@bhsu.edu](mailto:Anita.Haeder@bhsu.edu)

Itinerary:

1. Intro to Banner-What is a FOP-Logic for the Acronym
2. Basics for Navigation-Reports vs. Query
3. What is FGRODTA? How to Retrieve/Read/Analyze the Monthly Report posted in the BHSU Repository
4. Banner General Menu-Query Screen
5. FGIBDST-the All Purpose Query Screen Budget/YTD Detail & Summary/Encumbrance Summary
6. Budget vs. Cash - FGITBAL-Snapshot of Current & Previous Years - Cash Balance
7. Questions/Wrap Up

--Submitted by Anita Haeder on 2017-09-14

## BHSU in the Media

BHSU wraps up Swarm Week with parade: BHSU students Sarah Maka and Bradley Branson

Watch the [Newscenter1](#) interview

Former Gillette stars inducted into BHSU HOF: BHSU alum Janice Curry, Susie (Seppala) Carr, and Wade Wilson

Read the [Gillette News Record](#) article

BHSU crowns new Swarm Days queen and king: BHSU students Sarah Maka and Bradley Branson

Read the [Black Hills Pioneer](#) article

Cultivating a rich heritage : BHSU's Black Hills Food Hub program

Read the [Black Hills Pioneer](#) article

BHSU to promote student job opportunities through career and employer fairs

Read the [KOTA](#) article here

All new semester of Geek Speak returns to BHSU: University Honors Program

Read the [Rapid City Journal](#) article here

## 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](http://BHSU.edu/news)

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