



MINUTES

BHSU Staff Senate

Wednesday, October 23, 2024 – 10 am – SU Trump Conference Room (Room 212)

SENATORS PRESENT: Justin Cameron, Kristin Carmichael, Ryan Delzer, Maegan Detlefs, Melissa Hart, Dawn Hunter, Jin Kim, Cassie Maser, Donna VandenHoek-Wiles, April Yenglin, Nancy Shuck, Jennifer Holz

SENATORS ABSENT: Gary Callies, Scott Hanson, Roxanne Harrowa

GUESTS: Katherine Kemp, Katelyn Kelly, Cassidy VandenHoek (Student Senate President)

MEETING CALLED TO ORDER: 10:04AM by President Nancy Shuck

ITEM (A): Minutes from September 18, 2024

MOTION: Dawn Hunter moved to approve minutes.

SECOND: Ryan Delzer seconded the motion to approve.

DISCUSSION: None.

VOTE: Unanimously Approved.

ITEM (B): The new senators were announced being: Ryan Delzer (Information Technology), Jennifer Holz (Academic Affairs), Donna VandenHoek-Wiles (Finance & Administration), and April Yenglin (Athletics).

ACTION: No further action needed on this item.

ITEM (C): Dawn gave an update on the professional development proposal, awaiting administration's announcement of the program. Fund-raising discussion was delayed determining if funds might be added to the program or if Senate funds could be used elsewhere to support staff.

ACTION: No further action needed on this item.

ITEMS D-H: Staff Senate Officers Election for the 2024-2025.

ITEM (D): Technical Officer duties were described and Jin Kim nominated Ryan Delzer. Maegan Detlefs volunteered to assist.

MOTION: Dawn Hunter moved to have a co-officer team for the Technical Officer(s) being Ryan Delzer and Maegan Detlefs.



SECOND: Donna VandenHoek-Wiles seconded.

DISCUSSION: None.

VOTE: Unanimously Approved.

ITEM (E): Finance Officer nominations were called for and Dawn nominated Justin who agreed.

MOTION: Dawn Hunter moved to approve Justin Cameron.

SECOND: Ryan Delzer seconded the nomination & approval.

DISCUSSION: None.

VOTE: Unanimously Approved.

ITEM (F): Jin Kim volunteered for the position of Secretary. Ryan Delzer (Technological Officer) formally nominated Jin Kim.

MOTION: Dawn Hunter moved to appoint Jin as Secretary.

SECOND: Donna VandenHoek-Wiles seconded.

DISCUSSION: None.

VOTE: Unanimously Approved.

ITEM (G): The duties of the Vice President were discussed by Nancy Shuck.

MOTION: Jin Kim nominated & moved to approve Nancy Shuck for the Vice-President position.

SECOND: Dawn Hunter seconded the nomination and approval.

DISCUSSION: None.

VOTE: Unanimously Approved.

ITEM (H): The position of President was discussed.

MOTION: Jin Kim nominated and moved to approve Dawn Hunter as President.

SECOND: Ryan Delzer seconded the nomination and approval.

DISCUSSION: None.

VOTE: Unanimously Approved.

*All Staff Senate Officers are to start at the end of the 10.23.2024 Staff Senate Meeting.

ITEM (I): Dawn Hunter and Justin Cameron shared they had planned to suggest a food drive, but the departments beat them to it. Other ideas for supporting students were proposed: A Christmas party for students; providing rides for students to food pantries or free stores; encouraging donations of coats and other winter clothing to BHSU's Free Store; providing something during finals week to ease stress. Options will be discussed in more detail and a decision made later.

ACTION: No further action needed on this item at this time.



ITEM (J): The occupancy rate in residence halls and the YikYaks that overwhelmingly report roommate conflicts were briefly discussed.

ACTION: No further action needed on this item at this time.

ITEM (K): Cassie requested that employees submit their position descriptions. She has received significantly fewer descriptions before the deadline than last year. Evaluations begin November 14.

ACTION: No further action needed on this item at this time.

ITEM (L): Melissa discussed the SDCEO program offering free certificate courses, the Verizon Skill Forward program, sponsored by Verizon and edX. Courses focusing on high demand skills for career advancement are offered and free for a year if sign-up is accomplished by December 31. Thank you, SDCEO, for offering this opportunity!

ACTION: No further action needed on this item at this time.

ITEM (M): Cassidy VandenHoek, Student Senate President reported that the car fund-raising, offering swings with a mallet at a car for \$1/swing, raised \$200 for Staff Senate. Student Senate is hosting a legislative meet-and-greet in the President's Conference Room on November 14 from 4pm to 5:30pm. They have other events in the works; Cassidy or another officer will keep us posted.

ACTION: No further action needed on this item at this time.

ITEM (N): The following events were highlighted: Athletic games, Geek Speaks, Veterans' Day (Veterans, thank you for your service!), and the US Department of Energy's visit to BHSU on November 19 from 1 to 3:15pm.

ACTION: No further action needed on this item at this time.

ITEM (O): The next meeting of Staff Senate with President Dawn Hunter presiding is planned for November 20 at 10am, place to be determined.

ACTION: Reminder of next meeting, location, and copy of meeting minutes and agenda to be sent out by Jin Kim, Secretary.

Respectfully submitted,

Nancy J. Shuck

President (past) and Secretary pro tem

BHSU Staff Senate

Meeting Minutes

MOTION: Ryan Delzer

SECOND: Nancy Schuck

DISCUSSION: None

VOTE: Unanimously Approved. 11.20.2024 (10:01AM)
