



MINUTES
BHSU Staff Senate

Monday, October 19, 2020 – 10 AM
Zoom meeting the third Monday of each month

Senators Present: Diana Jones, Derrick Erhart, Andrea Bakeberg, Tai Duncan, Scott Hanson, Johanna Best, Roxanne Lewis, Nancy Shuck, Melissa Hart (ex-officio), Brock Anundson, Kristin Carmichael, Clarissa Thompson, Bill Kelly, Terri Bjorum

Guests: Donna Vandenhoek Wiles, Anne Stevens, Sharla Dowding, Jean Kennedy, Sara Freng, Emily Hoffmann, Dawn Kennedy, Rich Loose

Call To Order

1. The meeting was called to order by Nancy Schuck at 10:01 a.m.

Approval of Minutes of September 21, 2020

1. A motion was made by Scott Hanson and seconded by Roxanne Lewis for approval of the September minutes. The motion was put to a vote and was carried.

Treasurer Report – William Kelly

1. Correction that we have in our Operating Account \$1,700 (had reported at \$200 last month). Also noted that scholarship funds are reported at the end of the year to reflect the amount post scholarship award. Bill asked about how much we gave out.
- II. We will look back to confirm what was awarded for the scholarship this fall. We will also follow up on where the establishment of a new faculty/staff scholarship is at. It was needing to go to Faculty Senate for their review.

BOR CSA Council – Diana Jones

1. Reported that there is a BOR CSA Council meeting scheduled, so anything that anyone has that they would like sent forward to the BOR can go to Diana by Friday morning.

Policy Review – Comments

- I. 1:3 Printing Services
- II. 3:3 Service Animals and Emotional Support Animals
- III. 4:3 Equal Opportunity, Non-Discrimination, and Affirmative Action
- IV. 4:6 Student Employment
- V. 4:7 Title IX & Sexual Harassment
- VI. 4:11 Time & Leave Reporting
- VII. 4:14 Employees Seeking and Holding Elective Political Offices
- VIII. 4:15 Delegation of Authority in Employment Actions
- IX. 6:9 Department Inventory Deletion
- X. 6:10 Recycling
- XI. 9:1 Notification that a Student is Missing
- XII. 9:2 Dangerous Weapons and Firearms
- XIII. 9:3 Freedom of Speech and Use of Institutional Facilities and Grounds for
Expression & Demonstration
- XIV. 9:4 Cameras used for Safety and Security
- XV. Policies were discussed. No changes were recommended by Staff Senate. A couple of minor edits were sent to Andrea prior to the meeting and those were incorporated.

Title IX Training

- I. This was sent out through Safe Colleges. There was some discussion about people thinking the email was a phishing message.

Staff Member Issue – state employee reduced tuition rate for online courses

- I. Summer School Town Hall – limit is 8 students for summer school courses
- II. Nancy discussed needing to code courses for the different types of tuition. Johanna clarified that a student's tuition rate is adjusted after they register for the course. Melissa suggested checking with Angelica and Brandon to get additional guidance.
- III. There was additional discussion about the complexity of tracking reduced tuition for self-support courses to ensure that the courses are still able to make money.

Committee Reports

Announcements

- I. Reminder that registration for spring courses will begin next week.
- II. Discussed spring semester and that the plan is that the semester will run as scheduled.

Adjourn

1. Diana Jones motioned to adjourn the meeting. Derrick Erhart seconded the motion, and the meeting was ended at 10:45 a.m.