



MINUTES
BHSU Staff Senate

Monday, May 17, 2021 – 10 AM

Senators in Attendance: Nancy Shuck, Aaron Bauerly, Kristin Carmichael, Derrick Erhart, Janette Hettick, Roxanne Lewis, Taylor Phillips, Kasey Salazar, Clarissa Thompson, April Yenglin, Melissa Hart (Administration – ex officio)

Senators Absent: Brock Anundson, Andrea Bakeberg, Terri Bjorum, Scott Hanson, Marc Jolley

Guests: Ashley Kirchner, Deborah Liddick, Rich Loose, Prasanthi Pallapu, Anne Stevens

1. Call to Order
 - a. The meeting was called to order at 10:05 a.m.
2. Approval of Minutes of April 19, 2021
 - a. Derrick moved to approve the minutes as presented, Roxanne seconded the motion. The motion carried unanimously.
3. Elections
 - a. New senators Aaron Bauerly, Kasey Salazar, and April Yenglin were welcomed. Out-going senators Terri Bjorum and Taylor Phillips were thanked for their service for the past year. Derrick Erhart and Scott Hanson were thanked for their willingness to continue to serve.
 - b. Brock Anundson has resigned from Staff Senate and from the University. Aaron Bauerly will check records for the next vote-getter in the Athletics category and that person will be brought to the Senate for confirmation.

4. Regents CSA Council Meeting – Friday, April 16
 - a. Nancy sent the official minutes out with the agenda for today’s meeting. Minutes will be approved at the October meeting of the Regents’ CSA Council.
5. 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. Nancy will work with Derrick to send “nagging” emails to departments who have not submitted slides.
 - b. Suggestions previously were for May 24 or later in August. Nancy suggested perhaps doing something like the “old” CSA Council picnic along with the open house since we are now able to gather more easily. She solicited suggestions to be submitted by email.
6. Elections of Officers were held:
 - a. Technical Officer: Derrick and Aaron were mentioned. Derrick agreed to keep the office with Aaron backing him up if there is a need. Aaron moved to close nominations, Janette seconded the motion, all were in favor. The duo of Derrick (Technical Officer) and Aaron (back-up) will assist with our technical needs for 2021-2022.
 - b. Financial Officer: No nominations or volunteers were received on the first call. Kristin Carmichael later volunteered to serve and was accepted unanimously. Kristin is the Financial Officer for 2021-2022.
 - c. Secretary: Clarissa Thompson volunteered to serve. Janette moved to close nominations, and Derrick and Aaron seconded. All agreed unanimously and Clarissa is the Secretary for 2021-2022.
 - d. Vice President: Janette Hettick volunteered to serve. Aaron moved to close nominations and Derrick seconded. All voted unanimously to approve. Janette is the Vice President for 2021-2022.
 - e. President: Derrick nominated Nancy and Roxanne seconded. Aaron stated that he felt consistency was important for the next year of the Staff Senate. All agreed. Nancy is the President for 2021-2022.
 - f. Regents CSA Council Representative: The representative should be a CSA staff member, although that is not specifically required. There are generally two meetings a year, in April in Pierre, and in October wherever the Board of Regents are meeting (one of the universities). No one volunteered or was nominated. Nancy agreed to continue serving for now.

7. Committee Reports: There were none. Cassie Maser has finished the on-boarding packet and is waiting for Staff Senate to complete their proposal for Mentoring. Nancy will call a Mentoring Committee meeting soon (new Senators are welcome on this committee and should notify Nancy of their interest).
8. Announcements / Upcoming Events
 - a. Janette reported New Student Registration events on May 24, June 28, and July 19.
 - b. Nancy indicated Summer Camps and Conferences will be busy beginning with track teams attending the State Track Meet next week.
9. Next meeting – June 21, 2021, 10am. To be determined whether Zoom or in-person.
10. Meeting adjourned at 10:25am.

Respectfully submitted,

Nancy J. Shuck, President (Secretary pro tempore)

A note: I forgot to announce this in the meeting, but Sierra McDermott received the CSA Scholarship of \$825, Emma Siewert received the BHSU Family Scholarship of \$300.