



BLACK HILLS

STATE UNIVERSITY

AGENDA & MINUTES

BHSU Staff Senate

Wednesday, November 20th, 2024 (10 AM)

Location: Trump Conference Room (BHSU Student Union #212)

Online: [Microsoft Teams](#)

SENATORS PRESENT: Dawn Hunter, Nancy Schuck, Jin Kim, Justin Cameron, Ryan Delzer, Melissa Hart, Cassie Maser, Donna VandenHoek-Wiles, April Yenglin, Jennifer Holz, Roxanne Harrowa, Gary Callies, Alyssa Blake

SENATORS ABSENT: Scott Hanson, Maegan Detlefs (excused), Kristin Carmichael (excused)

BHSU STAFF & GUESTS: Katelyn Kelly (zoom), Cassidy VandenHoek (Student Senate President), Diane Watson (zoom), Karen Williamson, Taylor Phillips, Alyssa Blake

CALL TO ORDER: Dawn Hunter at 10:01AM

OFFICER REPORTS:

- President Dawn Hunter
 - o Meeting minutes approval motion by Ryan Delzer, Seconded by Nancy Schuck
 - Unanimous Passing
 - o Asking Garrett Stevens to attend to go over Staff Responses
- Vice President Nancy Shuck
- Secretary Jin Kim
 - o Creation of Staff Senate Letterheads
- Finance Officer Justin Cameron
 - o FOP Balance: \$1,234.99
- Technical Officers Maegan Detlefs & Ryan Delzer
 - o Maegan updated the BHSU Website
 - o Ryan updated the BHSU Staff Senate Email
 - o Ryan updated the SharePoint and created an archive

ITEM (A): Staff Responses to Survey, Garrett Stevens

Staff Senate

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DISCUSSION: Discussed Campus Climate Survey Timeline: First survey launched Spring 2024 with Action plans implemented in Spring 2025 with an administration of a new survey in Spring 2025. Discussion focused on the relationship between tenure and position classification and title, lead by Dawn. For example: ___# of years of service, is there an increase in salary or benefits vs. a new staff coming in at the same salary as a existing employee. It was noted specifically that a new GG band CSA employee was hired at a higher rate of pay than other existing BHSU GG band CSA employees. It was also discussed that CSA employees have no method to influence their salary, as length of tenure and performance are not taken into consideration when raises are made. Discussion then continued on recognition of staff, both internally within departments as well as cross-departmental, with recognition not limited to: in person, via hand written notes, or via Send-A-Thanks system at BH. Garrett recommends that if you want to learn more about the survey and the results to please work with your supervisor on reviewing the results and receive feedback.

ITEM (B): Professional Development Updates, Dawn Hunter

DISCUSSION: No Action and it's still "in the works."

ITEM (C): Thanksgiving/Christmas and Student Support Ideas

DISCUSSION: Discussion of a hot chocolate stand, such as what TRIO Student Support Services did for TRIO First Generation Day. For Thanksgiving at BHSU, there are students at BHSU including many international students who stay in the residence halls during Thanksgiving. Cassidy (Student Senate) mentioned Tuesday, December 10th as the date to do an event to support students the best. Dawn will work with Ron Showman (Dining) on costs and what we might be able to do. Dawn will also do research on the 50/50 tickets idea to fundraise and what the implications are.

ITEM (D): By-Laws Update, Jin Kim

DISCUSSION: Meeting is on Wednesday, December 4th, 2024 at 10am with Staff Senate Officers. Officers will go through it line by line and all items. There are general updates that must follow the institutions guidelines and there are some that just need a general update. Cassidy mentioned having all staff get sent the bylaws and for a vote.

OPEN DISCUSSION:

ITEM (E): Mentorship Committee, Ryan Delzer

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DISCUSSION: Ryan thought that this was exciting. Nancy mentioned that this was put on hold by HR as it would put too much pressure on one individual. This is part of the strategic plan. Discussion also focused on how HR recommends staff get a non-same department mentor to talk to and even get breakfast of something regularly. Idea is to bring this up again when relevant and in their areas to be discussed.

NEXT MEETING: Wednesday, December 18th, 2024 (10AM) – Location TBD

Submitted by: Jin Kim, Secretary
Wednesday, November 20th, 2024 10:58AM

Meeting Minutes APPROVED

MOTION: Ryan Delzer

SECOND: Scott Hanson

DISCUSSION: None

VOTE: Unanimous

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