



DON'T MISS THE FUN ON TUESDAY, JULY 16!!



BRING YOUR CHILD TO WORK DAY



**MSU-Billings Staff Senate invites you to
bring your child (or children) to work .**

Children, ages 6 to 16, will have the opportunity to spend the morning at work with their parents, attend a special lunch for parents/children, and enjoy an afternoon filled with fun activities. Make sure to send in the registration form that you received in the campus mail along with \$4.00 per person for lunch (make checks payable to Sodexo). Whole day and half day options are available. For more information contact Julie Webb in the Admissions office (jwebb@msubillings.edu).

Schedule of Events:

7:30 am-12:00 pm	Children will attend work with their parent
12:00 pm-1:00 pm	Parent/Child Lunch—pizza, veggies, and crispy bars
1:00 pm-3:00 pm	Children will leave their parents and have a campus tour, then enjoy some summer fun activities on the campus lawn.
3:00 pm-4:00 pm	Back to the office with mom or dad.
4:30 pm	Summerfest begins on the campus lawn!



SUMMERFEST

Fun for the whole family!!!
4:30 pm to 8:00 pm on the campus lawn.

- ★ BBQ
- ★ Games
- ★ Live Band



BEAT THE HEAT...

The CORNER of SAFETY & FIRST



The heat of summer can be dangerous.

Following are heat disorders that can possibly occur with some suggested solutions.

SUNBURN

Symptoms: Skin redness and pain, possible swelling, blisters, fever, headaches.

First Aid: Take a shower, using soap, to remove oils that may block pores preventing the body from cooling naturally. If blisters occur, apply dry, sterile dressings and get medical attention.

HEAT CRAMPS

Symptoms: Painful spasms usually in leg and abdominal muscles. Heavy sweating.

First Aid: Firm pressure on cramping muscles or gentle massage to relieve spasm. Give sips of water. If nausea occurs, discontinue.

HEAT EXHAUSTION

Symptoms: Heavy sweating, weakness, skin cold, pale and clammy. Weak pulse. Normal temperature possible. Fainting, vomiting.

First Aid: Get victim to lie down in a cool place. Loosen clothing. Apply cool, wet cloths. Fan or move victim to air-conditioned place. Give sips of water. If nausea occurs, discontinue. If vomiting occurs, seek immediate medical attention.

HEAT STROKE (SUN STROKE)

Symptoms: High body temperature (106+). Hot, dry skin. Rapid, strong pulse. Possible unconsciousness. Victim will likely not sweat.

First Aid: Heat stroke is a severe medical emergency. Call 911 or emergency medical services or get the victim to a hospital immediately. Delay can be fatal. Move victim to a cooler environment. Try a cool bath or sponging to reduce body temperature. Use extreme caution. Remove clothing. Use fans and/or air conditioner. DO NOT GIVE FLUIDS.

WELLNESS WATCH

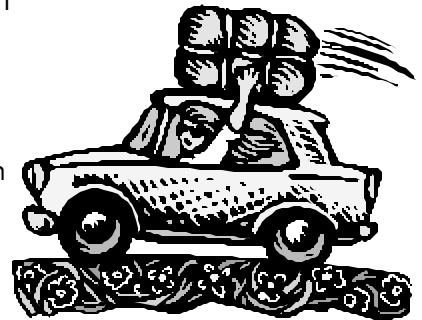
TRAVELING THIS SUMMER?

Summer is here, and we want to have safe and happy traveling memories, so here are a few safety tips for summer vacationers.

- Get enough rest before you drive
- Try to avoid driving alone and at night
- Don't use cruise control, as it is easier to become sleepy
- Keep the temperature cool, and play the radio
- Stop every two hours to stretch your legs and refresh yourself
- Drink bottled water in areas of poor sanitation
- Most of all, **DON'T DRINK and DRIVE**
- **WEAR SEATBELTS**

Hopefully with these traveling tips, we can all have safe trips, fun with the kids, and come back refreshed and ready to go again!

Sponsored by YOUR Employee Wellness Program... go to <http://www.msubillings.edu/employeehealth> for more health tips and information, links, and more.



DID YOU KNOW?...

Your Employee Wellness Program has several services for you to take advantage of, and they are FREE!!!

- Chemistry screening labwork - free every other year, this test covers cholesterol, glucose, iron and liver functions
- FOR WOMEN - Mammograms free annually for women over 50, biannually for women 40-49. Also, pelvic exams/pap smears covered every year. Call your provider and make an appointment today!!
- FOR MEN - a PSA test offered that can be combined with the chemistry screen, free annually to men over 50. This test is a screening test for prostate cancer.
- Colon cancer screening kits - a blood occult test, you can receive this packet once yearly for free to screen for colon cancer.

Call the Wellness Office today to make appointments for labwork at 657-2214.

WAYS TO GET INVOLVED...

- ★ Summerfair—July 20 & 21
Once again, Summerfair will be held on the MSU-Billings campus. If you are interested in helping with the MSU-B booth, e-mail Shelly (Beatty) Andersen (sandersen@msubillings.edu).
- ★ Staff Committees
The staff senate coordinates several committees that are open to all staff:
 - The Voice
 - Athletic Supporters
 - Gateway Park Clean Up
 - University Community Groups
 - Bring Your Child to Work Day
 - Campus/Community Monthly Events
 - Staff Development & Training

To learn more or to become involved, contact your Staff Senate Representative (listed on page 4).

MSU - BILLINGS STAFF SENATE

College of Arts & Sciences: Beth Quiroz
College of Business: Karen Stone
College of Education: Jolene Burdge
College of Professional Studies: Rob Masee
College of Technology: Jenny Howie
Administration: Nikki Gunnels, Patty Rukstad
Central Administration: Vacant
Student Services: Tami Miller, Jeannie
McIsaac-Tracy, Julie Webb
Facility Services Custodial: Ann Reinke
Facility Services Crafts: Bill
Skov

Staff Senate Meeting Minutes
are available on the web at
www.msubillings.edu/staffsenate

TRIVIA QUESTION OF THE MONTH:

What is the longest word
in the English language
that does NOT have any
vowels?

Submit answers via Email to Jenny
Howie (jhowie@cot.msubillings.edu).
Please include the subject line:
Voice Trivia. Correct answers
received by Friday, July 12 will be
entered into a drawing for a free
T-Shirt from the Book Depot.

FROM HUMAN RESOURCES

Who's In...Who's Out

NEW EMPLOYEES

April 2002

Nellie Eby, Montana Center on
Disabilities
Jacqueline Christiansen, T5II
Grant, College of Education &
Human Services
Debra Dalke, Facilities Services
Dorothy Helms, Facilities
Services

May 2002

Gary Flom, Montana Center on
Disabilities
Antonio Dubose, Facilities
Services
Brian Morrison, Campus Police
Christy Kramer, Human
Resources

June 2002

Christina Lindenberg,
Admissions & Records
C.A. Carey, Grants Development
Office
John Cech, College of Technology

RETIREMENTS & RESIGNATION

April 2002

Paula Jensen, Book Depot

May 2002

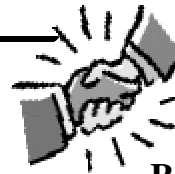
Peter Butler, Montana Center on
Disabilities
Peter Ensrud, College of
Technology
John Hawkinson, Information
Technology
Elizabeth Herd, Human Resources
Mary Holden, Financial Aid (Mary
continues to work on our campus
for MSU-Bozeman)

Stan Mendenhall, College of
Business

Bill Patek, College of Technology
Michael Rehm, Athletics
Paul Sneed, Environmental
Studies

June 2002

Walter Gulick, English and
Philosophy
Karen McKechnie, Health,
Physical Education and
Human Services
Joanne Sheridan, College of
Business
Joan Wall, Montana Center on
Disabilities



Public Employees Retirement System

Beginning July 1, 2002, all employees currently in the Public Employees' Retirement System (PERS) will have a one-year period of time to make a choice on three various retirement plans. The three options are 1) remain in the Defined Benefit Retirement Plan (current plan); 2) transfer to a Defined Contribution Retirement Plan; and 3) transfer to the Montana University System's Optional Retirement Program (ORP) administered by TIAA-CREF. The third option is available only for University System Employees. At this time all covered employees should have received several newsletters, a Primer Tool Kit packet, videotape and booklet, workbook and personal comparison statement. If you have not received any of these materials, please contact the Montana Public Employees Retirement Administration (MPERA) at 877-275-6372. Their web site is www.mperachoice.com.

Representatives from TIAA-CREF will be on campus the week of July 15th to present workshops and meet with employees to answer any questions they may have in making their decision as to which retirement option to choose. Additional information will be forthcoming regarding the dates, times and places.