From the Provost

**Bias and Hate Reporting Tool:** CSB and SJU just launched a new [Bias and Hate Reporting tool](https://www.csbsju.edu/bias-reporting). Please be aware of this, tell your students, and include it in your syllabi moving forward. The tool can also be found on the A to Z index, under B.

What are examples of a bias incident? Bias incidents include, but are not limited to, any of the following: degrading language, slurs, epithets, permanent or temporary graffiti, vandalism, intimidation, posters with language or symbols linked to hate groups, discrimination, harassment, or assault based on protected characteristics.

**Marketing Survey:** Employees of CSB and SJU received an email from SimpsonScarborough Higher Education Research ([SimpsonScarborough@research.simpsonscarborough.com](mailto:SimpsonScarborough@research.simpsonscarborough.com)) on Monday, November 28. The email serves as your invitation to participate in an important online survey exploring your thoughts about the College of Saint Benedict and Saint John's University. The survey should take about 10-15 minutes to complete. Your survey responses will be submitted directly to SimpsonScarborough, the higher education marketing agency hired to conduct this study, and your identity will be kept strictly confidential. If you have questions, please contact Becky Lundgren at [blundgren@csbsju.edu](mailto:blundgren@csbsju.edu).

From The Deans

**2023-2024 Scholarship and Creative Work Award Recipients:** I am delighted to announce the 2023-2024 recipients of the Scholarship and Creative Work Awards. Award recipients will receive a one-sixth reassigned time either in Fall 2023 or Spring 2024 to pursue their scholarship and creative work. See the list of award recipients and the titles of their projects below.

The Grants Partner, Karlyn Forner, chaired a selection committee made up of divisional faculty representatives. The selection committee evaluated the applications using a rubric and made recommendations to the Dean of the Faculty. Thank you to Karlyn Forner and the selection committee for their careful review of the applications. We only wish we had more funding available to support all the excellent proposals that were received.

**Ana Conboy,** Associate Professor of French

“Content Analysis from the France 2023 Study Abroad Program and Preparation of Conference Presentation on Language Exchange with the Université de Strasbourg”
Anna Mercedes, Professor of Theology
“Spirituality and Transformative Change: Classrooms and Organizations as Sites for Systemic Trauma Healing and Social Justice”

Annette Raigoza, Associate Professor of Chemistry
“Setting Up an STM for Studies of Molecular Assemblies Under Vacuum”

Anne Sinko, Professor of Mathematics
“The Moon Coloring Problem: Extending the Four-Color Theorem”

Shannon Smith, Associate Professor of History
“‘Am I a Real American?’: Minnesota’s World War I Veterans, the National Guard, and the Ku Klux Klan in the 1920s”

Libraries

Library-licensed streaming videos and eBooks for Spring Semester 2023: As the last weeks of the Fall semester slip by, please remember to submit your library-licensed streaming video and eBook requests for the Spring semester 2023. Request resources for your Spring classes by contacting librarian David Wuolu (dwuolu@csbsju.edu, ext. 2128). Many resources do not automatically renew so even if you have used a title before, please confirm continuing availability. See complete details in email sent from Academic Affairs on 11/17

Center for Teaching and Learning

Upcoming Mastery Grading Workshops:

Nuts and Bolts Workshop: Tips and tricks on how to streamline the behind-the-scenes work of mastery grading. Setting up a grading structure, developing retake/revision plan, working with Canvas, etc.
- Thursday, December 1st, 11:15pm-12:15pm in Learning Commons 391 at SJU
- Monday, December 5th, 2:10-3:10pm in Main 004 at CSB
- Wednesday, December 7th, 4-5pm in PENGL 232 at SJU

Blending Mastery Grading Systems Workshop: Different forms of mastery grading serve different purposes. Likely what is best for you is a blend of different forms of mastery grading. Come discuss how best to combine mastery grading techniques to work for your class.
- Wednesday, November 30th, 4-5pm in PENGL 232 at SJU
- Friday, December 2nd, 11:50am-12:50pm in Main 004 at CSB
- Tuesday, December 6th, 4-5pm in HAB 128A at CSB
- Thursday, December 8th, 11:15am-12:15pm in Learning Commons 391 at SJU

If you are interested in taking part in the Spring, please fill out this survey: https://forms.gle/NDS4kM4n6u32Fhjq8

Research and Grants Office

Shout Outs: A shout out to Tory Oelfke and the entire Registrar’s Office team for their herculean effort of the to keep the academic endeavor moving forward at CSB and SJU this fall. The volume of work they continue to do is amazing as they make continuous adjustments to our curriculum, manage multiple and simultaneous curricular plans, changes to majors and minors, respond to constant requests for data from across the campuses and on-board new staff while surviving the departure of their long-time leader. God Bless them all!
A shout out to Jennifer Honsa in Fine Arts Programming for finishing her master’s degree in Collaborative Theatre from Guildhall School of Music and Drama in London. Congratulations, Jennifer!

Want to Shout Out your own achievements or raise up one of our colleagues? Tell us about a new publication or book, an award or recognition, the launch or culmination of a project, and/or other accomplishments that your colleagues should know about. Click here to Submit a Shout Out or find the link on the Research & Grants Office page: www.csbsju.edu/research-grants.

Sign up for Winter Break Writing/Working Retreats! Sign up for one of the winter break writing/working retreats! There’s an overnight retreat @ Green Lake Lutheran Ministries in Spicer, Tue. 1/3-Thu. 1/5 and a day-only retreat @ SJU, Learning Commons Tue. 1/10 – Thu. 1/12. Enjoy multiple days of unstructured work time in a beautiful setting with delicious food & great colleagues. You’re welcome at one or both! Reach out to Karlyn Forner, Grants Partner, with questions, and sign-up here: https://www.csbsju.edu/forms/N0BHK6VLCZ

The Experience HUB

OURS

The Office of Undergraduate Research & Scholars (OURS)is now seeking faculty proposals for 2023 summer research funding! Deadline is January 30, 2023! All proposals are reviewed by the UR Faculty Advisory Committee, with plans to notify recipients by mid-February.

Summer Collaborative Grant: OURS has committed to funding a total of 13 student-faculty collaborative teams to work on a wide range of research and creative work projects. These funds are available to ALL disciplines and are distinct from traditional departmental lines held by each department. OURS recognizes the importance of centering Diversity, Equity, and Inclusion in our on-campus research efforts; as a result, we will always prioritize projects that emphasize DEI work. In alignment with our mission as Liberal Arts & Sciences institutions, we are also pleased to welcome applications for Interdisciplinary Team research projects, where faculty from two different disciplines explore an interdisciplinary topic while supporting two student collaborators. If you are interested in mentoring a student collaborator over Summer 2023 and have a well-designed project, please consider applying. Please click here to view the prompts and submit your proposal.

- The grant funds student stipends for 10 weeks of full-time paid research worth nearly $6,000; room + board available to students who opt to live on campus. After projects are approved, students may apply for up to an additional $600 in funding for project supplies, etc. through the OURS Grant Program.

Summer Microgrant: OURS has committed to funding a small group of short-term research projects through our Summer Research Microgrant. Microgrants increase access to research and creative work opportunities for students in a way that best fits into their lives while still supporting their growth as scholars. Student-Driven OR Faculty-Driven projects from all disciplines will be accepted. Proposal Submission Form.

- Microgrant funding can be used May 1 – June 30, 2023
- Microgrant proposals can fund a student researcher from 2 – 10 hours per week; you may request to hire more than one student for a project.
- Student researchers are welcome to complete remote work; room + board are not available.
• After projects are approved, students have access to additional funding for supplies or travel through the OURS grant program.

See attachments.

**Faculty Governance**

Joint Faculty Assembly (4:30-6:00) Tuesday, December 13  Zoom  
https://csbsju.zoom.us/j/98269442900

Joint Faculty Senate Meeting (4:30-6:00) Thursday, December 1  SJU Quad 264 and Thursday, December 8 SJU Founders Rm Quad 170

- **In-Person** for Senators/ex officio members/presenters/any individuals wishing to speak
- **Virtual** for faculty/staff observers:  https://csbsju.zoom.us/j/96321358151

See the email from the JFA Chair and Vice Chair on 8/22/22 for all meeting dates. For more information regarding these meetings watch for emails from jfachairandvicechair@csbsju.edu.

**Human Resources**

**Employee Engagement Survey: Deadline Friday, December 1:** During this season of gratitude, and always, we appreciate the invaluable contributions you make to the College of Saint Benedict and Saint John’s University. We recognize that our success at Saint Ben’s and Saint John’s is dependent upon our people, who truly are our greatest assets. Because of this, your feedback is integral to the success of our institutions and to a positive employee culture and experience.

To help guide us in prioritizing our initiatives, we are asking for your feedback in an anonymous and annual employee engagement survey. The survey will help identify strengths and gaps in employee engagement which will in turn inform strategies to improve overall employee experience. We appreciate your time in completing the survey.

Please use the link below to complete our first annual employee engagement survey. This survey is anonymous, so please be candid in your feedback. The survey will close on December 2, 2022. Results and an associated action plan will be presented during spring semester. [2022 Employee Engagement Survey](#)

**Employees Eligible for the Tuition Consortia Opportunity:**

Tuition Consortia Applications for scholarships are now being accepted for the 2023-2024 academic year. If your dependent is considering a college in one of the two consortia programs (TE or CCCTE), submit your completed consortia application to Human Resources - Benefits BENEFITS@CSBSJU.EDU by **December 1, 2022**. Applications must be received by this date to receive consideration.

This list of available schools and the consortia application form(s) are available online under HR Intranet- [Tuition Consortia Program and Tuition Remission page](#).

**Please Note:**
- Complete one **Tuition Consortia Request Form.**
- Complete a **TE Application form.** You may list up to 5 schools per application form to which you are applying.
➢ Complete a **CCCTE Application form**. You must complete an application form for each school to which you are applying.

➢ Prior to completing a consortia application, please ensure your dependent has **applied** for admission to the college.

➢ If your dependent is currently in one of the tuition consortia programs and will be attending the same college next year, please request re-certification by contacting Human Resources - Benefits [BENEFITS@CSBSJU.EDU](mailto:BENEFITS@CSBSJU.EDU).

### Employees Eligible for the CSB/SJU Tuition Remission Benefit:

![CSB/SJU Tuition Remission form](attachment:CSB-SJU_Tuition.Remission_Form.pdf) This form needs to be completed for the student’s initial year of attendance and does not need to be completed annually. Submit the CSB/SJU Tuition Remission form to Human Resources - Benefits [BENEFITS@CSBSJU.EDU](mailto:BENEFITS@CSBSJU.EDU) as soon as possible if your dependent is considering attending CSB/SJU next fall.

Questions, check out the [FAQ’s](#) on the Tuition Consortia page or email questions to Human Resources - Benefits [BENEFITS@CSBSJU.EDU](mailto:BENEFITS@CSBSJU.EDU).

## The Buzz on Campus

### Toys For Tots Collections at CSB and SJU:
The CSB and SJU Support Staff Assembly together with the Marine Corps Reserve are collecting Toys for Tots this holiday season. Donation boxes can be found at **CSB** (Mary Commons, Main, HCC) and **SJU** (Great Hall, Sexton). Please drop new, unwrapped toys in a box or cash donations can be delivered to SJU Student Accounts office (Quad 148). **Donations will be collected until 12 noon on Wednesday, December 14.**

### Christmas Open House - Thursday, Dec. 1:
Mark your calendars for our BIGGEST SALE OF THE YEAR!!!! Christmas Open House at the CSB + SJU Bookstores is this Thursday, Dec. 1. Cookies, Christmas music, specials throughout the store and late hours (open until 7:00 p.m.) - what more could you ask for? Visit our website for more details. [More Information](#)

### Get Tickets now for our Holiday Fine Arts Series Performances!:
Get in the holiday spirit with Mark O’Connor and Lightwire Theatre joining us at CSB+SJU next week, Thursday, December 8 and Saturday, December 10! Get your tickets now! [More Information](#)

### Christmas with Saint Ben’s and Saint John’s - Dec. 3 - Tickets on Sale!
Join us, Saturday, December 3 at 7:30 p.m., in the Abbey and University Church, for the time-honored tradition of Christmas with Saint Ben’s & Saint John’s. Beloved annual pieces to be performed include “The Glory of the Father” (Egil Hovland) and “Personent Hodie” (arr. Lara Hoggard), as well as traditional audience carols, and more! Participating Ensembles: Chamber Choir, Men's Chorus, Women's Choir, St. John's Boys' Choir, Brass Choir, Amadeus Chamber Symphony [More Information](#)

### Do you have information for The Buzz?
If you have information you would like included in The Buzz please submit to this link: [The BUZZ information](#)

The Buzz can be found on the Academic Affairs website under related links. [https://www.csbsju.edu/academic-affairs](https://www.csbsju.edu/academic-affairs)