



Winona State University Employee Guidebook

Welcome to Winona State University

It is our pleasure to welcome you to the campus of Winona State University. We hope that you will find your association with the university to be a rewarding and valuable experience.

This handbook will provide you with an overview of the university and some of the policies which will affect you as a State of Minnesota employee. We ask that you review the materials presented in the handbook carefully.

Your terms and conditions of employment are governed by the collective bargaining agreement between your exclusive representative and the State of Minnesota. Your Human Resource staff can tell you which collective bargaining agreement covers your position.

It is the policy of the state of Minnesota to implement and maintain an affirmative action program designed to eliminate under utilization of qualified protected group members within the state civil service through a series of specific, result-oriented procedures combined with good faith effort. A good faith effort minimally includes consideration of affirmative action goals on all staffing and personnel decisions. The Affirmative Action Office is located in Somsen Hall 202. (507) 457-5008

The information in this guidebook is current as of the time of publication; however, policies may be subject to change between editions. Any revisions will take priority over the contents of this edition and will be given the necessary publicity to inform members of the university community about them. It is the responsibility of all employees to make note of such changes. This guidebook does not constitute a contract between an employee and Winona State University.

If you have questions about WSU, its policies or procedures, please contact the Office of Human Resources, 114 Somsen. (507) 457-5005.

Winona State University Mission

The mission of Winona State University is to enhance the intellectual, social, cultural and economic vitality of the people and communities we serve.

We offer undergraduate programs based on the traditions and values of the arts and sciences and an array of graduate and professional programs that are especially responsive to the needs of the Upper Midwest.

We prepare our graduates to serve generously, lead responsibly and respond imaginatively and creatively to the challenges of their work, their lives and their communities.

A community of learners improving our world.

WINONA

STATE UNIVERSITY

Winona State University was founded on September 3, 1860, as the first college in the present system of state universities and the first teacher preparation institution west of the Mississippi River. The University is located among the bluffs of the beautiful Hiawatha Valley of the Mississippi River. Its mission is to serve the broad educational needs of the people of the region and others who are attracted to its complement of high-quality programs. Dedication to excellence in academic programs and student services is demonstrated through the high expectations that have been set for everyone at the University-faculty, students, administration and staff.

Winona State University encompasses 40 acres of a residential area in the heart of Winona. The community of about 26,000, situated on the banks of the Mississippi River and one of the most scenic areas of Minnesota, is noted for its educational resources. Winona is a city filled with history, folklore, and tradition. The campus is a few blocks from the city's center – convenient for shopping, recreation, and the use of community resources as a part of academic programs.

Regardless of the season, there is always a wide variety of recreational activities to choose from – skiing, skating, snowmobiling, swimming, fishing, hunting, tennis, golf, hiking, etc. Theatre, art and music flourish in an atmosphere that encourages participation either as a spectator to the world famous artists who visit or as a participant in the many local productions.

As a new faculty or staff member, we encourage you to take advantage of the wide array of resources available in our community.



Minnesota
STATE COLLEGES
& UNIVERSITIES

Minnesota State College and Universities Organizational Chart

