RESOLUTION FOR

Dorothy Koenig

WHEREAS, Dorothy Koenig has filled several different positions at Southeast Missouri State University over the past twenty-six years. She has been more than willing to go where the University needed her including Human Resources, Associate Provost office, Administrative and Enrollment Management Office, University Advancement and the Department of Human Environmental Studies; and

WHEREAS, she was responsible for payroll processing, Training and Development seminars and workshops as part of her many duties of Human Resources; and

WHEREAS, when asked to transfer to the Associate Provost Office to fill an interim clerical need, she agreed and graciously took on the duties that were needed accomplished; and

WHEREAS, in a timely and accurate fashion she carried out the many challenges in the Administrative and Enrollment Management Office, and regularly scheduled meetings of various groups and organizations; and WHEREAS, while working in University Advancement as an Administrative Assistant, she was responsible for greeting and guiding university donors and alumni and assisted with annual homecoming events; and

WHEREAS, when Dorothy accepted the position of Administrative Assistant in the Department of Human Environmental Studies, she became jack-of-all trades. Human Environmental Studies is one of the largest academic departments at Southeast Missouri State University and it was her job to keep everything moving forward for twenty-two faculty, one chairperson, eight graduate assistants, four centers and a commercial and residential foods lab; and

WHEREAS, shortly after becoming the Administrative Assistant in Human Environmental Studies, the Department suffered the loss of their beloved Chairperson, Dr. Paula King. Dorothy stepped up by keeping everything organized and moving forward. The Department will always be grateful to Dorothy for all she contributed during this difficult time. Her smile and soft voice made it easier for all of us to cope; and

WHEREAS, Dorothy’s people skills were without-a-doubt her strength as an Administrative Assistant. She was always ready to help everyone no matter how challenging. Students, staff and faculty never hesitated to find Dorothy because they knew they could depend on her; and

WHEREAS, she participated in and supported many of the departmental events and activities even though this was not a requirement of her position. She worked with many of the Human Environmental Studies student organizations, was instrumental in snagging the squirrel in Dearmont Foods Lab (which was a very challenging ordeal) and she was always to be counted on for attending the Quantity Foods class meals as an evaluator; and

WHEREAS, she is a loving mother, grandmother and wife and will be missed by all of her colleagues;

NOW, THEREFORE, LET IT BE RESOLVED that the Board of Regents expresses its appreciation and congratulations on behalf of the University and its students, faculty, staff, and administration on this first day of May, Two Thousand Fifteen.

Jay B. Knudtson

President, Board of Regents
Southeast Missouri State University