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October 2003
Volume 42, No. 2

UNOPA NOTES

1963-2003
Celebrating Forty
Years

"UNOPA is For YOU!"

University of Nebraska Office Personnel Association

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www.unl.edu/unopa

Greetings from the President

Thanks to all of you who attended our first general meeting of the year in spite of the rainy, damp weather! It was great to see everyone again after the summer months passed us by. A hearty welcome to all of our returning members, and to our new members! It was great to meet you!

This year's theme, "UNOPA is For You", seems to be more relevant every day to me. Whenever I talk about what our organization is doing, I am reminded of all the dedicated people that I work with on the Board of Directors. I keep telling everyone in the meetings I attend that we are working hard to make sure our members know what is going on in the campus community, and that they feel good about working here at the university.

As President, I get the privilege of representing you at various meetings on campus. The UAAD President and I meet monthly with Herb Howe in the Chancellor's office, so that we are informed of the news from the Senior Administrative Team. We're meeting with the Human Resources administrative staff to make sure UNOPA has a voice on campus. John Wunder, President of the Academic Senate, has begun meetings with the Presidents and President-elects of UNOPA and UAAD, so we can keep each other informed of what is going on in our groups. UNOPA is For You as we represent you and speak on your behalf at these meetings. We have many members on campus committees and University-wide committees that speak on the office personnel's behalf. The administration is listening, and we need to be sure we keep the lines of communication open.

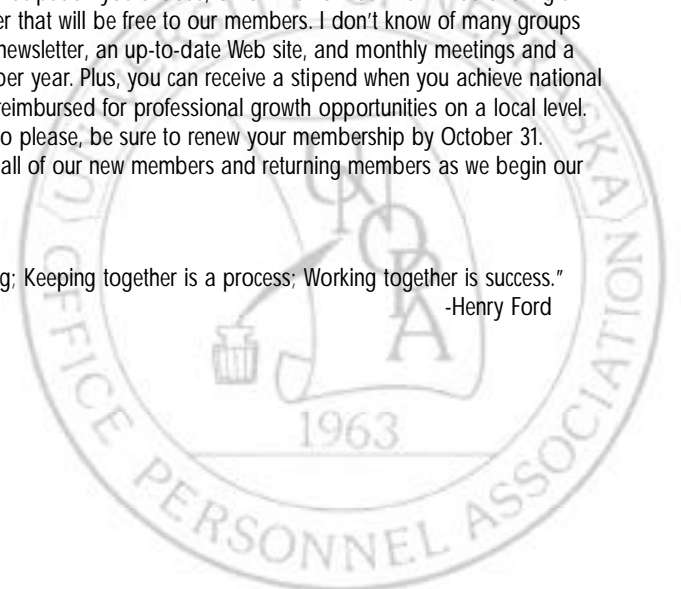
The more I talk with members of the campus community, the more excited I get about what our organization has to offer our staff. In these sometimes difficult times, we remain standing strong. We are only strong because we have a great membership, and strong leadership. I have a great group of elected officers and Board of Directors who have been working throughout the summer for you. I have asked much of them already, and will continue to do so during the course of our year together. Because of their enthusiasm and willingness to do what is asked, we will have a great year together. As members, please let your voice be heard and let any of the Board of Directors or myself know of any concerns you would like forwarded "up the ladder."

No matter what level of participation you choose, UNOPA is For You. We will be offering a dynamic workshop in November that will be free to our members. I don't know of many groups that offer you a great monthly newsletter, an up-to-date Web site, and monthly meetings and a free workshop, for only \$9.00 per year. Plus, you can receive a stipend when you achieve national PSP level certification, and get reimbursed for professional growth opportunities on a local level. Nine dollars is a nominal fee, so please, be sure to renew your membership by October 31.

I look forward to meeting all of our new members and returning members as we begin our year together!

Carol Bom, UNOPA President

"Coming together is a beginning; Keeping together is a process; Working together is success."
-Henry Ford



UNOPA Business

UNOPA General Meeting Minutes September 9, 2003 City Union

WELCOME AND INTRODUCTIONS

President Carol Bom welcomed everyone to the meeting. It is great to see returning members as well as new! The front of the meeting room looks different this year. The Board of Directors has decided to run the meetings without a head table. Throughout the year you will meet the officers and directors.

CALL TO ORDER

President Carol Bom called the meeting to order at 12:00 noon.

MINUTES

The minutes of the May 13, 2003 General Meeting were published in the September issue of UNOPA Notes. There is one correction to the minutes. On page 5, under the paragraph titled "Installation", "President elect is Sandy Watmore" needs to be added after "President is Carol Bom." After the correction, the minutes stand approved as corrected.

OFFICER REPORTS

President Elect

Sandy Watmore and her committee have lined up some interesting programs for this year. Thanks to all of the members who have called in with suggestions for programs. If the ideas were not used this year, they will be forwarded on to next year's committee.

Treasurer

Jerry Schluckebier – The beginning balance as of July 1, 2003 was \$2,339.70. Total income was \$348.00 and expenses were \$1,755.77. Certificate of deposit is \$3,870.25.

Corresponding Secretary

Amy Stewart – President Carol Bom read Amy's report. Since the beginning of the year we have sent out 11 cards. This includes one for Rose Frolik's birthday (our founder), congratulations for Nancy Myers and Carol Nau for their Kudos Awards, get well cards and sympathy cards. Please remember that if you know of someone who has won an award, had someone pass away in their life or needs a get well card, please let Amy know and she will get a card sent out to them. We want our members to know that we care about them. The Giving Tree Project has now been officially put with the Corresponding Secretary's duties, so watch for information on that in the upcoming months.

BOARD REPORT OF ACTIVITIES

There was a special board meeting held on July 8th. This was an open meeting for all members. One suggestion was to form a mentoring committee for UNOPA members. An ad hoc committee will be formed. Mary Guest has agreed to organize this for us.

The Board of Directors approved purchasing Lola Young a diamond necklace to be presented at the National Conference in Boise, ID in July. We wanted to recognize her wonderful accomplishment of winning the Olive T. Ritchie Office Professional of the Year award. A group of UNOPA and NEOPA members shopped for the purchase.

The first issue of UNOPA Notes was approved to be distributed to all office staff. We sent out over 950 newsletters! Margaret Koczan from Data Entry helped Jeanette Fisher with this project.

The Summer Social was held on Wednesday, July 30. Thanks to Linda Luedtke and her committee for all their work to make a wonderful evening available to us all.

The Board approved making the holiday Giving Tree of gifts for needy children part of the Corresponding Secretary's duties for this year. Amy will work with Tricia Liedle, who has coordinated this project in the past.

The Board is interested to see if UNOPA members would like to sponsor a service project. A Survey Suite survey will be made and emailed to members from our listserv. There will be a simple survey coming out to be developed in September to get your opinion. Please respond when you see this come out.

The Board agreed to move the presenting of the Floyd S. Oldt Outstanding Staff award and Floyd S. Oldt Silver Pen award to our February meeting. We hope this will allow the Rose Frolik award to shine, as it should, in April.

STANDING COMMITTEE REPORTS

Awards

Barb Carley reported for Becky Hastings – It's that time of year again. Nominations for the Floyd S. Oldt Boss of the Year Award are due October 10, 2003. You can find out more about this award by looking at UNOPA's Web page under the Annual Awards section. If you have any questions, contact any of the Awards Committee members: Becky Hastings, Barb Carley, Kathy Schindler, Jan Wassenberg or Stacy Payne.

Foundation

Chris Cary – This year they will be offering the chance for 12 people to have reimbursement for up to \$100 for professional growth activities. On Oct 23rd, her committee will review any requests received by October 15th. Applications for reimbursements will be reviewed three times a year. Currently, \$2,600 has been allotted from the Foundation to help our Professional Growth workshops.



Some of the hard-working, creative members of the Hospitality Committee dressed in their 50's sock-hop attire.

Hospitality:

Susan Thomas drew the winning name of Peg Johnson who won \$25.50 for the 50/50 drawing. Door prizes of old 45 records and soda fountain glasses were given out.

Membership

Jeanette Fisher – UNOPA Notes has been sent out to all office personnel. Fifteen new members have signed up already. Please renew your membership now!

Professional Growth

Tricia Liedle – On October 21, we will be hosting a Brown Bag session at the City Union. The topic will be "How to Write a Nomination" and be presented by our own national award winning member, Lola Young.

(minutes continued on page 5)

Announcements

“POSITIVITY” at October’s General Meeting

by Sandy Watmore

Connie Yori, Head Coach, UNL Women’s Basketball, emits “positivity” to her players and pushes them to achieve their highest levels on the court, in the classroom and in the community.

After 17 seasons at Creighton University, Connie accepted the position of head coach at Nebraska because it offered her the coveted opportunity to coach in the Big 12 Conference—plus a chance to utilize UNL’s excellent facilities, fan support, academic and athletic support services, and outstanding athletic tradition to build a quality program.

The “positivity” she uses to promote excellence on the basketball court can be used by everyone to enrich their daily lives. Join us when Connie Yori speaks at the General Meeting on Tuesday, October 14th, at the Bob Devaney Center. Return the enclosed registration form by October 8. See you there!!



Floyd S. Oldt Boss of the Year Award

by Becky Hastings

You still have plenty of time to think of an individual you want to recognize for the Boss of the Year Award at the UNOPA Boss’s

Luncheon on November 11, 2003. Any full-time employee with management, administrative and/or supervisory responsibilities is eligible for nomination.

Guidelines for nominating that special person for this award have been mailed out and you can also check out the UNOPA Website—www.unl.edu/unopa/index.htm—select Annual Awards and then select “Floyd S. Oldt Boss of Year Award”. The nomination deadline is October 10, 2003. For more information, contact Becky Hastings, Awards Director, at 472-2085 or email her at rhastings1@unl.edu.

Professional Growth Update

by Tricia Liedle

UNOPA’s first BROWN BAG session will be held on Tuesday, October 21 in the City Union from 12:00–1:00 p.m. (dessert provided). Our own award winning Lola Young will share with us some pointers on “How to Write a Nomination.” We hope to see many UNOPA members there to learn how to prepare winning nominations for this year’s upcoming awards.

UNOPA’s FALL CONFERENCE will be held on Tuesday, November 4 from 8:00 a.m.–4:30 p.m. at the Country Inn and Suites on North 27th Street. This conference will be free to the UNOPA membership! We hope you will take advantage of this benefit. More information will be forthcoming in October.

If you have any questions or suggestions for our committee, please contact Tricia at 472-3305. Thank you.

TIME IS RUNNING OUT!!

Renew your UNOPA membership before October 31st! Dues will increase for renewing members after this date.

| | |
|-------------------|---------|
| Annual Membership | \$9.00 |
| Associate Members | \$9.00 |
| After 10/31 | \$12.00 |
| Retirees | \$2.00 |

Forms may be obtained from the Website at: <http://www.unl.edu/unopa/membfrm.htm>, or contact one of these Membership Committee members:

| | |
|-------------------|----------|
| Jeanette Fisher | 472-2016 |
| Katherine Gulland | 472-0071 |
| Donette Petersen | 472-5623 |
| Deb Rosenau | 472-1949 |
| Margaret Skean | 472-2425 |

Hurry ? Hurry ? Hurry!! Right this way to the greatest little fund raiser in UNOPA!

by Jan Edwards

You can only have fun with this if you join the “lot” of us and come “man” or “woman” the UNOPA parking lot at 1820 R Street. With as many members as we have, we really shouldn’t have any trouble filling the slots, even though it was a hard pull for the game on September 13th.

At this time, we still do not know what time kickoff is for the games on Oct. 4, 18, 25 and Nov. 15. Thusly, each parking lot coordinator has to schedule coverage of the Lot from 7:00 a.m. through 7:15 p.m. tentatively until we know the time of the game. If kickoff is at 7:00 p.m., that means we need a grand total of 14 volunteers minimum to cover the lot for that game day. That is a bunch of people who are going to have a great time, BUT NOT if the same people have to volunteer for a majority of the games! Please volunteer. It’s fun, it’s social, it’s like voting—a privilege and a responsibility.

Call Jan Edwards, Ways & Means Committee Chair, at 2-2097 or e-mail: jedwards1@unl.edu with the dates and a range of times you would like to help. You will have a great time and will be helping UNOPA as well.

Member Concerns

by Amy Stewart

This past month we have sent out a get well card to Dora Dill. Best Wishes go out to her and hope to see her back soon.

If you know of someone who has won an award, had a family member pass away or needs to have a get well card sent, please let me know and UNOPA will send it. Please send requests to astewart2@unl.edu or call me at 2-8172.

UNOPA News

The UNOPA Fund is For You!

by Chris Cary, Foundation Director

Would you like to receive an extra \$100 in one of your paychecks? Of course you would! If you have paid for a class, textbooks, workshop, professional conference expenses (including travel expenses), a PSP application fee, or a similar type of educational expense, then you should apply for an educational stipend from the UNOPA Fund. It's like giving yourself a bonus!

The Foundation Committee has the responsibility for the administration of UNOPA Fund #CD2484. It was established to benefit the professional growth of our members and the university as a whole. This fund is for YOU!

There is a limit to the number of stipends we can make this year (12 general reimbursements up to \$100, plus 7 to 10 reimbursements for PSP application fees). The limit hasn't been reached for several years, so don't hesitate to apply.

You can't receive a stipend for two years in a row, but other than that any part-time or full-time employee who is a UNOPA member is welcome to apply. Just fill out a simple form, available online at www.unl.edu/unopa/reimbursementform.pdf, and attach receipts for up to \$100 in expenses. In addition to receipts, attach proof of completion:

If applying for reimbursement of expenses for a class, seminar or conference, attach proof that you passed the class (for example, a copy of your grade report) or proof that you attended the conference/seminar (for example, a copy of your attendance certificate).

If applying for reimbursement of a PSP application fee, attach a copy of your Professional Activity Record with signatures, or some other proof that you applied (for example, a copy of your PSP certificate).

Send it all to me, Chris Cary, at 208 LWC (0730).

Applications are accepted any time, but they are only reviewed and approved three times per year. The first Review Board will look at all applications received by October 15, for reimbursement in November or December. What a great time to give yourself a bonus!

Applications received after October 15 will be reviewed January 15, 2004 and April 15, 2004. So remember the UNOPA Fund when you have educational expenses, and give yourself a bonus for continuing your professional development!

PSP Quilt Raffle

by Sandy Watmore

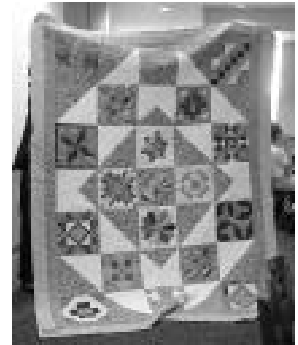
The PSP Stipend Committee is continuing its directive of earning funds to provide stipends to the UNOPA members who have earned PSP certificates and meet all the qualifications set up by the committee.

As a group project this summer, several members of this committee worked together to complete a beautiful queen-sized quilt. The blocks were made by

UNOPA members Lynn DeShon, Diane Wasser, Jeanette Fisher, Sandy Watmore, Kathy Bennetch and Debbie Hendricks. Each were given the "main" fabric which was a pansy print with lavender, purple, green and pink on a gold background and instructed to make any type block they desired. The finished blocks reflect what each person saw in the fabric and their own individuality.

The quilt was pieced together by Sandy Watmore and then quilted by both Jeanette Fisher and Sandy. All the white areas of the quilt were also embroidered by machine.

Chances for the raffle are \$1 each, 6 for \$5, or 13 for \$10, and are available from members of the PSP Stipend Committee. If you would like to "take a chance" on winning this quilt and helping with the PSP fund-raising effort, you may contact any of the members of this committee: Jeanne Andelt, Kathy Bennetch, Lynn DeShon, Jeanette Fisher, Debbie Hendricks, Shirley Horstman, Pat Hust, Betty James, LaRita Lang, Tricia Liedle, Sandy Lineberry, Lorraine Moon, Marcia Rowley, Jan Schinstock, Edie Schleiger, Diane Wasser, Sandy Watmore and Lola Young. They will be selling chances until the actual drawing which will be at the end of the UNOPA General Meeting on November 11, 2003.



Of course, this photo doesn't do it justice. It is much prettier in person where you can enjoy the colors and embroidery.



Need a gift idea for National Boss' Day?

Here's a great gift idea! So many times we purchase food or a trinket for our bosses on October 16. Wouldn't it be great to give them a gift they can use all year? We suggest giving them an Associate membership in UNOPA. For only \$9.00, you could get them signed up! They would receive a copy of UNOPA Notes, and be able to attend meetings.

Associate members do not vote, or hold an office but may serve on committees. By giving them this membership, they would read about the great value of things we are doing. They'd see that you're involved in a great organization, and want to support your involvement even more! Just a thought--this may be another way to gain more support for office staff on campus!

UNOPA News



UNOPA Web Site Wins First Place!

UNOPA's Web site (www.unl.edu/unopa) won first place in a Web page competition this summer at the NAEOP Annual Conference in Boise, Idaho! This was the first year for the Past Presidents Council's Web site awards.

The category was a "Local Site Designed by a Novice or Educational Office Professional" (as opposed to a professional designer or Web master). Chris Cary, UNOPA president for 2002-2003, accepted the award on the committee's behalf last July.

Current UNOPA president, Carol Bom, presented the award to Kathy Schindler at the September 9th General Meeting. Kathy thanked her committee members for their dedication and hard work.

Congratulations to the 2002-2003 Web committee: Kathy Schindler, Carol Bom and Rhonda Zugmier!!



FAIR WINNERS!

Congratulations to

Lynn DeShon, Midwest Roadside Safety, won ribbons on two quilts entered in the fair this year. One quilt was a red, feathered heart, hand appliquéd and machine quilted with stippling in the background and the other, entitled "The Horse", included a verse from the Koran about the horse, hand painted on the body.

LaRita Lang, Computer Science and Engineering, received ribbons on her canned goods (mulberry jam, green beans, applesauce and pickles, to name a few) and casseroles (chicken, pork, vegetable and a Mexican casserole) winning in the chicken category. LaRita also won the Norbest Turkey Contest with her "Hawaiian Turkey Salad".

Carol Nau, Employee Assistance Program, entered the Hidden Valley Ranch contest at the fair and, with her daughter's assistance, won with their "Carol's Family Friendly Potato Pie" recipe. This recipe had to be an original creation—starting from scratch!

minutes continued from page 2

An all-day conference is being planned for this fall. The date has not been set. This conference will be FREE to UNOPA membership. Watch UNOPA Notes for details!

We will have some special brown bags beginning in January for those of you who are interested in pursuing/obtaining your Professional Standards Program certificate. In the spring we will host a one-time half-day workshop.

If you are interested in joining this committee, please let Tricia Liedle know. We would appreciate a couple of more members to help organize and who are creative on the computer.

Ways & Means

Jan Edwards – For the first home game, we had 156 cars in the lot and for the second home game the lot held 111 cars. UNOPA receives \$4.00 per car. Workers are still needed for other home games, so please see Jan to sign up for those times.

NEW BUSINESS

Carol Bom presented the national award to Kathy Schindler for the Web page award for novice local competition.

PSP Stipend Committee – Sandy Lineberry: Angel Pins are available for \$10.00 each. Sandy Watmore: PSP members will sell raffle tickets for \$1.00 each or 6 for \$5.00 for the beautiful quilt made by our UNOPA members who receive PSP stipends.

ANNOUNCEMENTS

The next deadline for UNOPA Notes is Monday, September 15. Please get your articles and information to Judy Anderson or Barb Carley by this date.

UNOPA's Annual Report for 2002-2003 is complete. A PDF version of the report is located on our Web page.

There is a state fall conference coming up next month. The Nebraska Educational Office Professionals Association will hold its meeting on Friday, October 10 and Saturday, October 11 in

Omaha, Nebraska. The Omaha Educational Office Professionals Association will host the conference. We hosted a great conference here in the spring. The registration deadline is September 19 for this fall conference.

Survey Suite – We have the ability to conduct surveys of our members on line. We would like to know if UNOPA members are interested in adopting a service project. Please watch your e-mail for information on gathering this information for a survey.

Carol attended an organizational meeting for the Making Strides Against Breast Cancer walk last month. If anyone is interested in walking or making donations, please see Carol Bom, Jan Edwards or Tricia Liedle for the brochures.

The Presidents, President-elects and Employee Concerns directors of UNOPA and UAAD are going to meet with the Human Resources staff next week. If you have any concerns on Human Resources issues, please let Carol Bom, Sandy Watmore or Betty James, our Employee Concerns Director, know what you would like presented.

Doreen Wagenaar won the drawing for a T. Marni Vos CD.

PROGRAM

Entertainment was provided by a team of musicians, Gwen Meister and Bill Behmer, who shared a brief overview of Anglo-American folk music while accompanying themselves on traditional instruments.



Bill Behmer and his wife, Gwen Meister, sharing their folk music at the September General Mtg.

ADJOURNMENT

The meeting adjourned at 1:05 p.m.

Submitted by Amy Stewart, Corresponding Secretary



An encouraging word: Have you heard of someone needing a hug, a get-well wish, or an Atta Girl!? If so, let us know so we can get a card in the mail to them. Contact Amy Stewart at 2-8172 or astewart2@unl.edu.



NEOPA Fall Conference October 10-11, 2003 in Omaha

An Invitation from our State President:

Great News for those who missed the conference registration deadline: it has been extended to October 11!

That means it is not too late for you to "Refresh and Renew" at the fantastic conference to be held on October 10/11 in Omaha. The cruise and the awesome luncheon (prepared by the OPS culinary arts students) alone are worth the price of the conference. BUT you will also be treated to a storyteller and dessert on the cruise, a humorous keynote speaker helping us refresh our attitude, and another speaker helping us organize our workspace. She will even have items available that we can purchase and take home with us. All of this, plus 1 PSP point—and a time to mingle with other office professionals.

There will also be an autographed Husker football raffle, in addition to our "NEOPA is Really Cookin'" cookbook, a guess-the-weight decorated cake, the 50/50 raffle and a food basket raffle—a chance to shop while you "Refresh and Renew"!

The hotel is also extending their deadline for room reservations at the special conference rate until October 1.

Don't delay any longer. Call Carol Bom for a conference registration TODAY!

I can't wait to see you in Omaha! If you have already registered for the conference, invite a friend to join you.

Share the Light!

Dianne Dickey, CEOE, NEOPA President



Did you know.

UNOPA has a ten-minute PowerPoint presentation available for showing at the department level. If you would like a member of the Board of Directors to come to your office and present this, please let us know. We allow some time afterwards for discussion, so if we could have at least 15-20 minutes for the presentation, that would be great! Many times, departments have staff meetings or department-level meetings, and we would love to talk about UNOPA there. Please contact Carol Bom at 472-9131 or Sandy Watmore at 472-6700 if you are interested in having us come to your office and show your office mates how UNOPA is For Them!

An Explanation of 50/50 Drawing

by Carol Bom, President

At each UNOPA meeting, attendees have the opportunity to purchase a 50/50 ticket for \$1.00. Half of the money collected is awarded to the UNOPA member who has the winning ticket. The other half is given to a charity of the current President's choosing.

This year, the chosen recipient of the 50/50 proceeds is the Faculty and Staff Budget Reduction Impact Fund. This fund was established in 2002-03 to assist faculty and staff of the university whose job status was adversely affected as a result of budget reductions. UNOPA made a one-time contribution last year of \$500. With budget problems continuing, I felt it important to continue contributing to this fund. An employee can be granted up to \$1,000 if need is shown.

The fund is administered by a designated committee made up of faculty and staff who serve a one-year term. Our UNOPA representative on this committee is Marcia Rowley. Application forms are available from the Employee Assistance Program (EAP) and guidelines for administration of the fund may be found on the Web. From the UNL home page, click on "Office of the Chancellor" and then click on "Budget Reduction Assistance Fund."

Please continue to purchase 50/50 tickets at our luncheons. It's fun for a member to win a prize, and it helps a great cause! Thanks!

Why Parliamentary Procedures?

Our UNOPA Constitution says that we use Robert's Rules of Order for guidance in using parliamentary procedures. While at times, this process seems intimidating, Robert's Rules of Order were set up to help business move along in a meeting while maintaining order and controlling the communications process. Its purpose is to help groups accomplish their tasks through an orderly, democratic process. It is intended to facilitate the smooth functioning of the meeting and promote cooperation and harmony among members.

Parliamentary procedure is based upon a few simple principles:

- Only one issue can be discussed at a time.
- All members have equal and basic rights—the right to vote, the right to be heard and the right to oppose.
- The rights of the minority must be protected.
- No member can speak until recognized by the chairperson.
- Every member can speak to the issue on the floor; however, no one can speak a second time as long as another wants to speak a first time.
- A majority vote decides an issue.
- The chairperson is strictly impartial.

The things we need to remember are that everyone has a voice, and that you have a right to speak that voice. We just do so in an orderly, efficient manner.

Watch for more information throughout the year on making this a useful tool for our organization.

Prize Winning Recipes

We thought it would be fun to share some of Carol and LaRita's winning recipes, so here they are. The first one is Carol's Hidden Valley Ranch winning recipe and the rest are LaRita's prize winners. Enjoy!

CAROL'S FAMILY PLEASIN' POTATO PIE

2 Pounds Potatoes (approximately 3 large potatoes), peeled
1 Cup Butter, divided
1/2 Cup Sour Cream
2 Packages Hidden Valley The Original Ranch Salad Dressing and Seasoning Mix
12 Ounces Shredded Mozzarella Cheese, divided
2 or 3 Tomatoes, peeled and sliced
1 Large Chicken Breast Half or Whole Breast if small
1/2 Cup Instant Potato Buds
1/2 Cup Parmesan Cheese

Butter and lightly flour a 9 1/2 inch deep glass pie pan. Set aside.

Boil potatoes until tender; drain and mash. Mix half a package of salad dressing and seasoning mix in sour cream. Add 1/2 cup softened butter and sour cream mixture to potatoes. Beat until fluffy. Spread potatoes in pie pan forming a shell.

Arrange 6 ounces mozzarella cheese over potatoes. Top with tomato slices. Sprinkle 1 tablespoon salad dressing seasoning mix over tomatoes. Top with remaining mozzarella cheese.

Cut chicken into strips. Melt 1/2 cup butter in small bowl. Combine potato buds and 1/2 package salad dressing and seasoning mix in small bowl. Dip chicken strips in butter and dredge in potato buds and dressing mixture. Place strips on top of pie in wheel spoke fashion.

Sprinkle parmesan cheese over pie and drizzle top with 1/2 cup butter.

Bake at 400 degrees for 20–25 minutes. Cool slightly and garnish with chopped tomatoes if desired. Serves 6.

Use the remaining Hidden Valley Ranch Salad Dressing and Seasoning Mix to make the salad dressing for a nice green salad to accompany this pie.

LOADED MASHED POTATOES

10 medium potatoes, peeled
1 8 oz cream cheese
1 cup sour cream
* cup chopped green onions
* cup bacon bits
2 cups shredded cheddar cheese

Boil potatoes until soft, drain. Mix potatoes; cream cheese and sour cream with mixer until smooth. Stir in bacon bits and 1 cup cheese. Top with remaining cheese. Bake 20 minutes at 350. Garnish additional bacon bits and chopped green onion.

HAWAIIAN TURKEY SALAD

2 1/2 cups diced turkey
1-15oz can pineapple chunks - (drained, reserving 1/4 cup)
1/2 cup each halved red and green grapes 1/2 cup cashews
1 cup diced celery
1 cup diced onion
1 cup diced green pepper
1 cup Miracle Whip or MW Lite
1 1/2 sour cream
1/4 cup drained pineapple juice

Mix first 7 ingredients in a large mixing bowl. In a small bowl, mix the last three ingredients, pour over turkey ingredients and chill for 4 hours before serving.

MEXICAN CHIP CASSEROLE

1 lb ground beef or turkey
1 medium onion, chopped
1 clove garlic, minced
1 can cream of mushroom soup, undiluted
1 (4 oz) chopped green chilies
1 – 11 oz can mexicorn
1 10 oz pkg corn chips
1 10 oz can enchilada sauce
2 cups co-jack or cheddar cheese

In a skillet, cook beef, onion and garlic until meat is browned and onion is tender; drain. Add soup, corn, and chilies, mix well. In an ungreased shallow 3 quart baking dish, layer meat mixture, corn chips, and enchilada sauce; top with cheese. Bake, uncovered, at 350 for 10 minutes or until heated through.

CHEESY CHICKEN AND RICE

2 Cups cooked long grain rice
1 Pkg (10 oz) frozen broccoli, thawed and drained
8 Oz fresh mushrooms, sliced
2 Tbl butter or margarine
2 Cups diced chicken
* cup chopped green onions
4 eggs
1 cup milk
* tsp salt
* tsp pepper
2 cups shredded cheddar cheese, divided
1 can cream of chicken soup, undiluted

Combine rice and broccoli; spoon into a greased 12X8 pan. In a large skillet, sauté mushroom in butter until tender. Remove from the heat. Add chicken and green onions; spoon over rice mixture. Beat eggs, milk, salt and pepper; pour over all. Sprinkle with 1 cup cheese. Spread soup over top. Bake, uncovered at 350 for 30 minutes. Sprinkle with remaining cheese and bake 15 minutes longer. Serves 6.

University of Nebraska–Lincoln
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Address Corrections to
Jeanette Fisher
313 ADM, 0429

*1963-2003
Celebrating Forty
Years*

October 2003 Calendar

October 7: Board Meeting

3:00 – Center on Children, Families & the Law
121 South 13th Street, Rm 4

October 8: Deadline for reservations for General Meeting

Send in your membership form!

October 14: General Meeting

11:45 – Devaney Sports Center

October 15: Deadline to submit articles for UNOPA Notes

Send in your membership form!

October 15: Deadline for Foundation Applications for Reimbursement

October 21: “How to Write a Nomination”

Noon-1:00 – City Union

October 31: Membership renewal deadline!

*Have a Safe & Happy
Halloween!*



Education is the birthright of every person. We as members of the University of Nebraska Office Personnel Association pledge ourselves to safeguard that right. We acknowledge the unique role of educational office personnel and the importance of their contributions to the university and the community.

The purpose of UNOPA is to provide professional growth and promote high professional standards for education office personnel with the University of Nebraska, as partners upholding the quality of service to the university educational system and the community.