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UNOPA-University of Nebraska Office Professionals Association

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UNOPA Notes, Volume 48, Issue 2, September 2009

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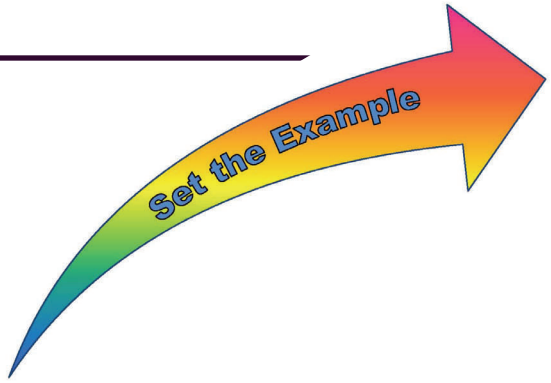
UNOPA Notes



Volume 48 Issue 2 September, 2009

Special points of interest:

- UNOPA receives U.S. Flag
- Reservations for Parking
- Violence Prevention
- Award Nomination
- Quilt Raffle

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Message from Our President

by Peg Johnson

Greetings to all,

Fall is my second favorite season. It is a time to don our husker shirts and cheer on our athletic teams if you are so inclined. It is also a time to join in on all the other fall activities.

A reminder, don't forget to bring the backpack and food bank program items to our general meeting. An 18 oz jar of peanut butter and/or a canned food item will be greatly appreciated by those that receive them. Monetary donations help too. Please mark your calendars now to bring them to the October meeting.

The TeamMates Program is a great opportunity to get involved with our youth. If you have an interest in becoming a mentor, please contact me. Informational meetings will take about one and a half hours. Sessions can be set up on both campuses. Please give mentoring some thought. It is a great way to give back to the community.

Only five more home football games left Much support is still needed for our UNOPA parking lot. If it is not possible for you to physically work the lot, you could become a Ways & Means committee member and help solicit other members to work the lot. Committee members earn one PSP point. Our UNOPA lot activity funds the majority of our events.

Speaking of committees, if you would like to be a part of any of our committees, please contact the appropriate director(s).

Watch for information for the upcoming request for the awards' nominations. Please share with this information your administrators and supervisors. The deadline is October 16, 2009.

UNOPA Donates Socks and Receives a U.S. Flag

by Sandy Lineberry

"Let every nation know, whether it wishes us well or ill, that we shall pay any price, bear any burden, meet any hardship, support any friend, oppose any foe to assure the survival and the success of liberty."

by John F. Kennedy

These words are stamped at the top of the certificate presented to the University of Nebraska Office Professionals Association (UNOPA), Lincoln, NE, on Tuesday, September 8, 2009. The certificate and flag were presented to UNOPA by Sandy Lineberry, mother of First Lieutenant Shane Lineberry. Shane very much appreciated the effort made by UNOPA members to ship over 500+ socks to the men, women and children of Afghanistan. The socks, along with the hundreds of shoes shipped to the Bagram Air Base by other groups through the State of Nebraska, made a tremendous difference in the lives of the Afghanistan people.

Sandy Lineberry presents U.S. Flag and Certificate to Peg Johnson

Continued on page 2

UNOPA Mission Statement: Education is the birthright of every person. We, as members of the University of Nebraska Office Professionals Association, pledge ourselves to safeguard that right. We acknowledge the unique role of educational office professionals 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 educational office professionals with the University of Nebraska, as partners, upholding the quality of service to the university educational systems and community .

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UNOPA gives socks and receives a U.S. Flag Continued from Page 1

The appreciation certificate, presented along with the U.S. Flag, says the following:
"These Stars and Stripes were proudly flown on the 25th day of July 2009, over the Craig Joint Theater Hospital at Bagram Airfield, Afghanistan, at the request of First Lieutenant Shane Lineberry in appreciation of your support. It represents the American resolve following the attack on the World Trade Center and the Pentagon on September 11, 2001, and bears witness to the destruction of terrorist forces threatening the freedom of the United States of America and the world." Signed by Joseph P. Chozinski, Col. USAF, MC, FS, Commander, Task Force MED B East."

Shane returned to the United States in early September and is now back in San Francisco, CA, where he works as a critical care nurse.

Reserve Your Time to Park

Great News — You have the opportunity to help UNOPA park cars on Husker Home Football Games. The parking lot is at 18th and R streets. We are now taking reservations for helpers for the following games. If you would like to reserve your spot — please contact one of the chairs for that game.

September 26 — Mari Greer or Donna Boone
October 17th — Debbie Hendricks or Diane Wasser
October 24th — Belva Harris or Beth Zager

Violence Prevention Workshops – Please Mark the Date

In December, 2008, UNOPA and UAAD were asked by the Threat Assessment Team to survey their respective members to solicit opinions about employee safety on campus and the workplace. Thirty-one UNOPA members responded. Out of that number, 64% expressed concern about a past safety issue on campus and 50% expressed concern about a current safety issue. Eighty-one percent of the respondents requested additional safety sensitive material.

Your concerns were heard and as a result, an expert on campus safety will be visiting UNL on Tuesday, October 20.

Dr. Steve Albrecht, San Diego, CA, will be presenting a number of seminars that focus on dealing with hostile people and handling potentially aggressive situations on campus. Attendees will learn behavioral techniques to defuse angry or upset people and ways to ensure the classroom or office is safe. The seminar is co-sponsored by the Chancellors Office, Faculty Senate, UAAD, UNOPA, Business and Finance, Student Affairs and UNL Police. Dr Albrecht is a former police officer and an internationally recognized expert on violence prevention and campus safety. He has worked extensively with Virginia Tech, Northern Illinois and other higher education institutions that have experienced tragic events. He is the author of "Ticking Bombs: Defusing Violence in the Workplace".

The seminars are open to all faculty and staff. There is no charge but advanced registration is required. Registration information can be found at:
http://go.unl.edu/j64

For additional information, contact Nancy F. Myers, Organization Development, 472-8033, nmyers1@unl.edu

Nominations Nominations Nominations

Hear ye, hear ye! UNOPA is seeking nominations for:

- **Floyd S. Oldt Boss of the Year 2009**
- **Floyd S. Oldt Silver Pen (2)**
- **Floyd S. Oldt Outstanding Staff Award**

The deadline for nominations is **Friday, October 16.**

The Boss of the Year Award honors excellence in personnel management. It recognizes University of Nebraska employees who demonstrate outstanding skills in employee supervision and interpersonal relations.

The Silver Pen Award honors two office/service employees who have demonstrated superior performance while employed at UNL and who have made significant contributions to the University community.

The Outstanding Staff Award was created to recognize an outstanding UNL office/service employee who demonstrates distinguished service and contributions to the University community.

For more information and directions for submitting a nomination, go to the UNOPA website http://unopa.unl.edu/awards.htm

Contact Gretchen Walker, UNOPA Awards Committee
472-0602
gwalker@unl.edu

UNOPA Bradley Munn Professional Growth Fund

by Mary Guest, CEOE

What is it?
A foundation fund established to "…benefit the professional growth of the University of Nebraska–Lincoln Office Personnel and the University as a whole." This year, the foundation fund will provide four professional growth reimbursements ($400) and four PSP application reimbursements ($400).

What qualifies for reimbursement?

- Workshops and seminars sponsored by UNOPA
- Stipends for attendance at workshops and seminars other than those presented by UNOPA.
- Stipends for expenses incurred for professional growth activities not reimbursed through other means, e.g. independent studies or extension classes, textbooks.
- Application fees for successfully obtaining PSP and/or CEOE certification.

Who is eligible?

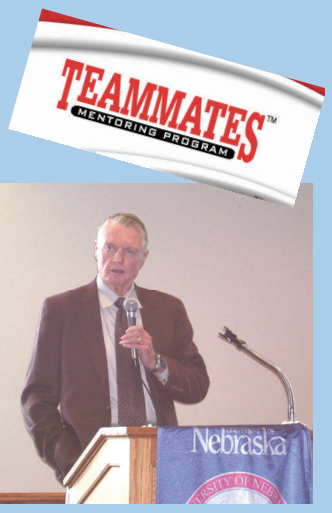
- Any UNOPA member who is a full or part-time UNL employee.
- You may receive reimbursement once every two years.
- Stipends are distributed after successful completion of the activity with submission of completed Reimbursement Form (available on-line) and appropriate documentation.

When may you apply?
Deadlines are October 15, January 15, and April 15.

Bradley Munn Professional Growth Fund Quilt Raffle

by Mary Guest, CEOE

The Bradley Munn Professional Growth Fund Committee is raffling a quilt, "Batik Beauty" patchwork quilt, donated by Debbie Hendricks and Lynn Deshon. Raffle tickets will be on sale at the UNOPA General Meetings, $1 each or 6 for $5, until the drawing on December 8. You may also purchase raffle tickets from Mary Guest in 106 Canfield Administration Building. All proceeds will go to the UNOPA Foundation Fund which is used to provide funds to UNOPA and UNOPA members for professional growth activities.



Tom Osborne speaks about TeamMates at the September General Meeting .

Registration Table at the September General Meeting

Diane Wasser, Editor
UNOPA Notes Staff:
Tina Ahrens
Donna Boone
Debbie Hendricks
Tonda Humphress

Upcoming Events

Volume 48 Issue 2

UNIVERSITY OF NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS

http:unopa.unl.edu

October:	**1-2**	**NEOPA Fall Workshop (Omaha, NE)**
	6	**Board Meeting**
	13	**General Meeting — Speaker Terry Wagner**
	15	**Deadline for UNOPA Notes**
	16	**Boss's Day**
		Awards Deadline
November	**3**	**Board Meeting**
	10	**General Meeting —**
		Bosses and Floyd S. Oldt Awards Luncheon
	15	**Deadline for UNOPA Notes**
December	**1**	**Board Meeting**
	8	**General Meeting — Holiday Luncheon**
	15	**Deadline for UNOPA Notes**
	24	**Start Holiday Closedown**

Save the Date!

2010 Central Area Professional Development Day/NEOPA Spring Conference

April 23-24, 2010
Holiday Inn Downtown
Lincoln, Nebraska

Co-Chairs: Gretchen Walker (gwalker1@unl.edu)
Mary Guest (mguest2@unl.edu)

UNOPA October General Meeting
Tuesday, October 13, 2009
11:45 a.m. at East Campus Union

President's 50/50 Recipient Choice
Child Advocacy Center, Where Small Voices Can Be Heard
Lisa Guill, Representative

Support Our Community
Please Bring
Peanut Butter, 18 oz. jar
and/or canned food item.

Menu:
Taco Bar
Build your own tacos w/asst. toppings. Served with refried beans and mixed green salad
Apple pie $9.00

Go to the UNOPA website for registration flyer. Deadline for registration is October 8th.

University of Nebraska—Lincoln
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