President’s Message

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Two items Meg discussed that impact each of us in our day-to-day activities are the 4Rs and a new way to look at ‘Go Big Red’. As you know, Chancellor Perlman has challenged the University to grow to enrollment of 30,000 by 2017. The challenge for Research is to reach $300 million in total research expenditures in the next six years. Lofty goals, maybe. Not sure how you can affect the bottom line of either goal? You can be a huge factor just simply with your everyday activities. The 4Rs are probably already part of your daily routine:

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Hope to see you at the February Membership meeting.

—Cathy Robertson, UNOPA President 2011–2012

http://unopa.unl.edu/membership/president.shtml

UNOPA Notes
UNIVERSITY OF NEBRASKA OFFICE PROFESSIONALS ASSOCIATION
http://unopa.unl.edu/

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 system and the community.

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**2011-2012 BOARD OF DIRECTORS**

**OFFICERS**
- President – Cathy Robertson, CEDE
crbirtson@huskers.com
- President Elect – Linda Lundtke
llundtke1@unl.edu
- Recording Secretary – Mary Kluca
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- Corresponding Secretary – Lainey Bomberger
lbomberger2@unl.edu
- Treasurer – Marlee Crambie
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- Immediate Past President – Mari Greer
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**STANDING COMMITTEE DIRECTORS**
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eschleiger1@unl.edu
- Bylaws – Pat Hust
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- Career Development & PSP – Beth Zager and Debbie Hendricks, CEDE
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- Communication Technology – Deb Rosenau
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- Employee Concerns – Mari Greer
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- Nominating – Helvie Lennemann
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- UNOPA Notes – Linda Ratcliffe
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**AD HOC COMMITTEE DIRECTORS**
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thumphress1@unl.edu
- Marketing Plan – Mary Guest, CEDE
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**UNIVERSITY OF NEBRASKA OFFICE PROFESSIONALS ASSOCIATION**
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**Education: The Journey of a Lifetime**

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CALENDAR

FEBRUARY

3 Wear Red Friday
7 UNOPA Board Meeting
14 UNOPA General Meeting, EC Union
14 Valentine’s Day
20 Presidents’ Day

MARCH

5 Rose Frolik Award nominations deadline
6 UNOPA Board Meeting
13 UNOPA General Meeting, Gaughan Center, city campus
20 Spring Workshop
31 PSP Luncheon, Vine Congregational Church

UNOPA Now Accepting Nominations for the 2012 Rose Frolik Award

No reason to procrastinate . . . start thinking now about who you want to nominate for the Rose Frolik Award!!

The University of Nebraska Office Professionals Association (UNOPA) is now accepting nominations for the Rose Frolik Award. This award was established to recognize a member who demonstrates the attributes of UNOPA’s founder and first president, Rose Frolik. Rose was an enthusiastic, energetic person who challenged life and felt that “how you do your work may be a lot more important than what you do.” Any UNOPA member who has been active for at least the last five years or more is eligible for nomination by anyone, including self. The recipient of this special honor will be presented with a personalized plaque commemorating their recognition, a one-year UNOPA membership, and a $600 cash award. This award will be presented at the April 10, 2012, UNOPA meeting.

(Members of the UNOPA Awards Committee, including the director, elected officers and individuals who have previously received this award are ineligible.)

The deadline for nominations is Monday, March 5, 2012. Criteria requirements and the application form can be found on the UNOPA website at http://unopa.unl.edu/

Please direct questions to Edie Schleiger, Awards Director, by phone, 472-3303 or by email, eschleiger1@unl.edu.

SAVE THE DATES

April 12–13, 2012
• NEOPA Spring Conference and General Membership Meeting, Wayne, Nebraska

April 20–22, 2012
• NAEP Spring Institute, “Seeing The Best In You Emerge,” Embassy Suites, Rogers, Arkansas

April 26–28, 2012
• Central Area Professional Development Day, “Head to the Heartland,” Olathe, Kansas

http://neopa.unl.edu/

UNOPA Spring Workshop — March 20

We’ve got a great spring workshop lined up! NAEOP South Central Director MaryAnn Hollingsworth will be flying in to present “Do You Have Onions in Your Life?” We will explore the different onions in our lives, what they mean, the flavor of each and what they bring to us and those around them. We will also explore the difference of the color and the uniqueness of the onions in our lives. Location: Hardin Hall Auditorium, East Campus. Cost: UNOPA Members $15, Nonmembers $20.

So keep the afternoon of March 20th open. Registration fliers will be available by our February General Meeting.

—Beth Zager, Career Development Co-Director, bzager2@unl.edu
Attention: UNOPA Members, Spouses, Family Members and Friends:

Why is Lincoln the State Capital and not Yankee Hill?

On March 31, 2012, Mr. Jim McKee will answer that question. Mr. McKee is extremely knowledgeable about Nebraska and Lincoln History and presents historical topics and subjects in a most intriguing and entertaining light. Perhaps you’ll be one of those who leave Mr. McKee’s presentation saying, “I didn’t know history could be so fun!”

At the 6th Annual PSP Luncheon Mr. McKee will share insights on Nebraska’s original territorial capital which was located in Omaha.

Why, when statehood arrived, was the seat of government relocated to the tiny and insignificant village of Lancaster located on the edge of the “Great American Desert?”

With a population of just 30, Lancaster was renamed Lincoln and selected as the site for the new state’s capitol building, the university, the insane asylum and the penitentiary. The reasons are complicated, fascinating and—according to McKee—it all boils down to mosquitoes and ice cream!

UNOPA members who have been fortunate enough to hear this presentation say it is very entertaining. The planning committee for this event knows you will not want to miss hearing Mr. McKee. This is also a presentation that the men in our lives would enjoy. Plan now to attend the luncheon on Saturday, March 31, @ Vine Congregation Church, 1800 Twin Ridge Road.

Reservations are $15 each OR a table for 6 is $80. Registration forms are available from any PSP member or by contacting Gretchen Walker (gwalker1@unl.edu or 472-0602). http://unopa.unl.edu/publications/2011-12/psplunch2012.pdf.

Jim McKee

Jim McKee earned a BA in Psychology & BS in Economics from the University of Nebraska. He worked at Cliff’s Notes for 17 years before opening Lee Booksellers. He currently operates J&L Lee Co., a publisher of regional books, as well as a small out-of-print and rare Nebraskana books business. He also owns The Coinery, a coin and bullion dealership.

McKee has been an adjunct professor at Southeast Community College since 1970. He presents numerous talks to church, civic, professional and historical groups, including a number through the Nebraska Humanities Council. McKee is the author of nearly a thousand articles on local history and is currently a columnist for the Lincoln Journal Star.

“Tomorrow is often the busiest day of the week.”
—Spanish Proverb

OFFICER NOMINATIONS

Nominations for 2012-2013 UNOPA Officers

As a member of UNOPA, you can help chart the future of this organization by nominating someone to run for an officer position for the 2012–2013 year. Those who are elected will take office July 1, 2012, and serve until June 30, 2013. Only Active members of UNOPA may run for office and only Active and Retired members may vote, but any member may nominate another eligible individual for office. If you are an Active member and have a desire to serve as an officer of UNOPA, don’t wait for someone to ask you, nominate yourself.

Please take a few minutes to read the UNOPA officer duty descriptions. Consider your strengths. Look at the strengths of people you know. Challenge yourself. Grow in your profession. Get involved. If you or someone you know has the ability to fulfill one of the UNOPA officer positions, please fill in the nomination form and send it in. You can nominate several people for each office.

If you have any questions about officer positions, you can contact the current officers:

- Cathy Robertson, President, crobertson@huskers.com
- Linda Luedtke, President Elect, lluedtke1@unl.edu
- Mary Klucas, Recording Secretary, mklucas1@unl.edu
- Lainey Bomberger, Corresponding Secretary, lbomberger2@unl.edu
- Marlene Crombie, Treasurer, mcrombie2@unl.edu

Please note that since the President-Elect is elevated to President the following year, we do not accept nominations for or vote directly for President.

Nominations are continuing to be accepted. Simply send an email to Nelvie Lienemann (nlienemann1@unl.edu) or request the nomination form, fill it out, and drop it in campus mail.

The Nominating Committee will contact each nominee to obtain permission to place the individual’s name on the ballot. Nominations will be presented at the March 13 General Meeting with additional nominations being accepted from the floor. Ballots will be sent to all UNOPA members who are eligible to vote.
Chancellor’s Committee on Wellness

The Chancellor’s Committee on Wellness meets once a month and consists of representatives from a cross-section of campus with 12 members currently serving. Representatives are not required to have a health or wellness background only a desire to meet the purpose of the committee.

The role of the Chancellor’s Committee on Wellness is to assist in establishing and maintaining a healthy and well campus environment. It is the responsibility of the Committee to develop the mission, goals and objectives for health and wellness programming at the University of Nebraska–Lincoln as well as review and advocate for future planning proposals and programming for students, faculty and staff.

The charges of the Chancellor’s Committee on Wellness are the following:

- Review current wellness programming at UNL and develop plans to improve coordination and promotion of those efforts.
- Review Faculty and Staff Health Risk Assessment (HRA) results and recommend appropriate wellness programming to address the needs of all employees outlined in the survey.
- Develop a proposal for the implementation of a full-fledged wellness program for the UNL community.
- Develop a strategic plan for future wellness programming (3-5 year plan).

The Governor’s Excellence in Wellness ‘Sower Award’ was presented to the University of Nebraska–Lincoln on October 18, 2011, due to the accomplishments of the university community on behalf of the Chancellor’s Committee on Wellness. Kimberly Barrett, Assistant Director, Wellness Services, Campus Recreation, and Stan Campbell, Associate Vice Chancellor, Student Affairs and Director, Campus Recreation, accepted the award on behalf of UNL. The award is a result of the UNL Wellness Initiative. The committee’s next goal is to receive the ‘Grower Award’ in three years.

The committee meetings are chaired by Kimberly Barrett, Wellness Coordinator, UNL. The meetings are structured in three parts: 1) Topics for Discussion; 2) Wellness Updates; and 3) Wrap-up. Examples of recent discussion topics have been Wellness Ambassadors training/support and the committee budget.

Thank you UNOPA! Serving on the Chancellor’s Committee on Wellness has been an honor and I am currently serving on year two of a 2-year term.

—Deb Lawrence, UNOPA Representative, Chancellor’s Committee on Wellness

UNOPA New Member Spotlight

Meet Linda Olson who was a member of UNOPA many years ago and rejoined this year. Linda has been at UNL for 33 years and now works as Athletic Certification Coordinator/Registration & Records. She has a degree in art history from UNO. She commutes daily from Omaha, where she lives in the house her dad built in the 1950s.

Linda enjoys camping and also belongs to more than one book club. On a day off, you can find her at a local campground. She has enjoyed both the movie of The Girl with the Dragon Tattoo and the book series by Steig Larsson.

Linda would have liked to have dinner with Erma Bombeck, “a real person with a good sense of humor.” Her piece of advice: “At home, be at home; at work, be at work.”

NAEOP Central Area Dependent Scholarship

Who is eligible? Children or grandchildren of active, life or retired members of the National Association of Educational Office Professionals (NAEOP) residing and/or working in Central Area are eligible for this scholarship.

Application Deadline: April 1, 2012
Amount of Scholarship: $300

Scholarship Questions may be directed to: Mary Guest, CEOE, Central Area Scholarship Committee Chair, mguest2@unl.edu or mguest@neb.rr.com or 402-613-2430
Chancellor’s Commission on the Status of Women

The Chancellor’s Commission on the Status of Women (CCSW) exists to enhance the status of all women at the University of Nebraska–Lincoln by advising the Chancellor on issues pertaining to gender equity and on specific concerns of women faculty, staff and students. The Commission has regular, confidential dialog with the Chancellor. It is the responsibility of the Commission to communicate to the Chancellor the perspectives of women on University policies and procedures, as well as to suggest to the Chancellor issues related to women that should be part of the campus administrative agenda.

The Commission consists of 24 members and is divided into three councils: Council of Faculty, Council of Staff and Council of Students. I am currently serving my second year of a three year appointment, and am chair of the Council of Staff. The other staff council members include Emily Allen, Reni Buehler, Pam Edwards, Grace Li, Edie Schleiger, Melissa Townsend and Jan Deeds.

This year, the Council of Staff has taken on the task of ensuring the lactation rooms meet the new federal guidelines. On January 20, two staff council members and I toured eight of the nine semiprivate lactation rooms with Bill Nunez, Associate to the Chancellor (we did not visit the lactation room located in the Children’s Center). Of the eight rooms we visited, one was found to not meet the federal guidelines, and the other seven need modifications. The Council of Staff will continue to work with Dr. Nunez to improve the current semiprivate lactation rooms. We will also visit all 38 of the private lactation rooms this year.

Another goal of the Council of Staff is to provide a lactation support liaison who can provide resources to pregnant or lactating women. If requested, the liaison will be able to work with the employee and their supervisor to identify appropriate locations, schedule, and resources to accommodate the employee’s lactation needs.

An ongoing project is to address the safety concerns on campus. Last year, the Commission identified several safety issues on campus and made recommendations to the Chancellor. At the request of the Chancellor, we are now working with Vice Chancellor Juan Franco to develop a safety awareness campaign that will begin this spring.

If you have any questions about the Commission, or have items you feel we need to address, please contact any of the Commission members. You may also access our website, http://www.unl.edu/ccsw/, for more information.

—Mary Guest, UNOPA Representative, Chancellor’s Commission on the Status of Women