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United Nations Day—October 24

Important ideas need to be communicated

"Little details? The world is full of little details. Unless they are in order, great decisions will never be made wisely."

University of Nebraska Office Personnel Association
MUSIC IS A UNIVERSAL LANGUAGE

"The rain on the leaves is a quiet sigh,
as a girl bids her man goodbye.
The rain on the leaves is a mother's tears
that she sheds when she hears
that the son she bore is no more.
The rain on the leaves is a baby's cry
for the father who has gone to war.
The rain on the leaves is a gentle rain...
that comes from the sea, the plains...
The rain on the leaves is a quiet rain,
like the flute with its ancient song...
The rain on the leaves is a peaceful song--
the Ballad of Vietnam."

A dynamic speaker - a timely message! We were honored to have Ron Hull as
guest speaker for our first meeting of the year at Nebraska Union, September 20th.
If this is a sample of what our Program Committee has in store for us, we will not
want to miss a single meeting.

It was a real "feather in their cap" for the Purchasing Department. First
of all they had 100% attendance. Then two of their girls walked away with prizes--
Vona Drake, a new UNOPA member, who won a silver lapel pin and Sandra Schoneberg, a
guest, who won the glass slipper (green hobnail). It wasn't exclusive, however,
since Marjorie Hines of the Speech Department found the tag under her chair which
entitled her to a box of Bauer's mints. Irene Bettenhausen, in the Extension Divi-
sion, served on the committee with Ida Gilbert of Purchasing as chairman and they
both deserve a great deal of credit for getting us off to a good start with an out-
standing program.

UNOPA members with children serving in Vietnam were asked to stand and it was
surprising that there should be so many. It was a proud moment and one of silent
tribute to those who have "gone to war".

*   *   *   *   *

YOU ASKED FOR IT! Many of our members expressed a desire to
tour the new Music Building at 11th & R and this is our opportu-
nity. The meeting on October 11 will include a tour and we are
asked to meet in the Choral Room (119) promptly at noon since a
big program has been planned by the committee. Marjorie Hines is
chairman of the committee assisted by Marie Filbert as co-chairman,
Nadine Droud and Elner Pavelka. We are anticipating with pleasure
the program to be offered by Prof. Louis Trzcinski of the Music
Department. See you there!

*   *   *   *   *

A persevering executive is a man who can hand back a letter for the third time
to be re-typed to a red-haired secretary.

If there were more self-starters, the boss would not have to be a crank.

Minds are like parachutes; they function only when they are open.

--from CROSSROADS,
NAES Newsletter.
From our UNOPA Newshound:

Vicki Stephenson writes--"We spent an extra long weekend in Colorado just recently visiting my brother in Scottsbluff on the way. (This was a return visit for my husband Dick who spent two weeks at Fort Carson for National Guard Camp.) Our vacation was way too short, but we did enjoy ourselves."

Donna Ripley and family, her sister and family, and their father enjoyed a week in the Black Hills. They spent their time hiking, horseback riding, and took a jeep ride to Harney Peak.

Would you believe what you can crowd into one weekend? Irma Lingren flew to Colorado Springs, visited old friends, toured the Air Force Academy, enjoyed a Polynesian dinner at the Officers' Club, and spent another day visiting more beauty spots such as the Royal Gorge and Pike's Peak.

Marie Cripe was named Secretary of the Day September 25, 1967. She is secretary to Dr. Dudley Ashton.

Ruth Dick, her husband Dr. William G. Dick, and son Kenneth drove to Columbus, Indiana, for a vacation with their son William E. Dick and his bride. Bill is a research engineer for Cummins Engine in Columbus.

Edna Shimerda returned from her vacation in Kansas driving a sleek new car. She visited relatives in the Sunflower state on a four-day holiday.

Doris Latrom, her husband Vernon, and daughter Joyce spent a ten-day vacation near Durango, Colorado. They report good trout fishing at Electra Lake. They returned to complete plans for the wedding of their daughter, Jean, to Larry Schulze. Larry will be graduated from the University of Nebraska in January and Jean is in the Advanced Professional Division.

Nancy Fields, her husband Jack, and son Andy drove to Pueblo, Colorado, to visit her sister and bring home their daughter Jodie who had spent three weeks visiting her aunt. The Air Force Academy and other points of interest in Colorado Springs were also vacation highlights.

Doris Lesoing and her sister from Gladstone, Nebraska, took a short vacation trip to Oklahoma, Arkansas, and Missouri in August. They visited friends in Oklahoma City and found it a very bustling, growing city with much of interest to see and do there. They especially enjoyed visiting the Oklahoma State Capitol (with producing oil wells on the capitol grounds) and the Historical Museum. Other high points of the trip were the Winthrop Rockefeller Farms (Santa Gertrudis cattle) in Arkansas; the Shepherd of the Hills country near Branson, Missouri; and the beautiful scenery in the Ozarks.

Sharon Benedict was also a Secretary of the Day recently. She is employed in the Animal Science Department.

* * * * *

On the job application blank was the question, "Have you ever been arrested?"
The applicant put down "No."
The next question was "Why" -- meant for those who had been arrested.
Not realizing this, the applicant put down, "Never been caught."
A little geometry goes a long way in knowing how to select a hairstyle. Whether "they" are wearing very long hair or very short hair or bouffant hair or sleek hair or bangs or whatever, the shape of your face will dictate where you have to vary the style to make it individually flattering to you.

FIND YOUR FACE SHAPE AND FOLLOW THE DO'S AND DON'TS

OVAL FACE???
This is said to be the ideal. Might as well let your hair, your make-up and your necklines play up to it. DON'T cover your whole forehead with bangs. DO show off the oval shape by exposing as much of your hairline as possible.

ROUND FACE???
Try to lengthen it, not shorten it. Aim for height rather than width in your hairdo. Watch out for the straight-across bangs. They shorten or widen. DON'T let it hang or slick it back. DO use a side part rather than a middle one and build your hair higher on one side.

SQUARE FACE???
Variety is the spice of your best hairdo. Go easy on the bangs. DON'T accent the squareness with gentle waves around the face, and keep your coif asymmetrical.

OBLONG FACE???
Symmetry does most for your kind of face. Aim for width toward the middle of your head. DON'T wear long straight hair or a middle part. DO soften the angle with an asymmetrical bang. Try to balance the face; if lower part is longer, balance with high, built-up bangs.

HEART-SHAPED FACE???
Hairdos that widen below the temples are best for you. DON'T build greater width at the temples. DO minimize upper width of your face with a pretty bang. Hearts are romantic. Stay with the soft hairdos.

TRIANGULAR FACE???
Try to turn it into an oval with fullness at the top. DON'T wear hair full below the ears and avoid sleek hairdos. DO "ovalize" your face with fullness above the ears and on top of your head.

DIAMOND-SHAPED FACE???
Broaden your forehead and jawline, and narrow your cheekbone line. DON'T wear your hair too short or too sleek. DO wear some sort of a bang. Do wear your hair wide near the jaw-line to "fill in".
The UNOPA Newsletter Committee asked Rose Frolin for an article on something she felt was an interesting experience on her trip to the National Convention. She so generously furnished us with the following:

**HOW OTHERS LIVE!**

This past July at Pennsylvania State University, the National Association of Educational Secretaries offered a fine convention followed by an outstanding and most interesting week of Institute classes. I had only three days, so I chose to attend the convention only. The meetings and speakers were especially well chosen, the Governor flew in by helicopter to greet us at a banquet, and all of the programs made the long plane trip so worthwhile.

Perhaps I was most impressed by the all-day Sunday tour through the Pennsylvania Dutch country. Eight air-conditioned mammoth Greyhound buses transported over 400 secretaries for the day. Each bus was supplied with a guide who told us about the special places of interest. Our first stop was the home of President James Buchanan. It was still preserved in its original state and lovely hoop-skirted young ladies were our hostesses. It gave me a proud and thrilling feeling to stand in the very rooms where history once was made.

Following this stop, we traveled over about one-third of the South-eastern part of Pennsylvania visiting the Amish people. We saw a typical Amish home, but not the family. They do not wish to meet strangers. Their way of life is so different from ours. It is a strict religious life, one of self-denial and hard work from dawn to dark. They choose to live with no curtains in their homes, no electricity, no modern conveniences, no radios, TV's or phones, no buttons or collars on their clothes, no flowered dresses for the ladies who always wear a prayer cap — even under a bonnet. Men use hooks-and-eyes on their clothing, and the ladies pin their dresses with straight pins. They travel by horse and buggy, but it is a special "closed in" type of buggy. Several of us waved at children peeping out of the back of the buggies hoping they wouldn't be punished for waving back at us.

I found myself honestly wanting to respect their choice of religion, but I felt sorry for their children who live such a simple life without all the conveniences that we take for granted. These people seem happy and content. They grow flowers everywhere and I saw not one weed! They are thrifty, and some most prosperous. The guide told us the main wish of a woman is to have a fine family, and of the man to grow a heavy beard — but no mustache. They were originally so heavily oppressed by the military in Europe that they want nothing to remind them of it.

The lesson I learned was that we take our conveniences too much for granted and don't appreciate them. These people live without them happily. My own life looked almost luxurious when I realized what I had to be thankful for.

The day ended at a large Pennsylvania Dutch restaurant with a typical Pennsylvania Dutch meal — including the "seven sours and seven sweets" and "shoo fly pie" for dessert. It was a wonderful, wonderful day!
CONGRATULATIONS!

One of our UNOPA members deserves hearty congratulations! Nelsine Scofield, with perseverance, a lot of energy, patience, and determination received a Bachelor of Science degree in Business Administration on July 3, 1957. Also, on July 22 her name was among those who earned their Professional Standards Certificate issued by the National Association of Educational Secretaries.

This certificate is a badge of professionalism in her chosen field of an educational secretary. To be eligible, one must be on the personal staff of an educational institution, file an "Application for Admission to Professional Standards Programs" and may begin work on meeting the requirements in Education, Experience, and Professional Standards Program Committee. We commend her for her efforts, not only in pursuing her own goals, but in helping others interested in professionalism.

Others in UNOPA who have received their Professional Standards Certificates are:

Ruth Nuss, Associate Member
Rose Frolik
Katherine Lewis
Doris Lesling
Luella Diskhoff

If you received UNOPA Notes and did not pay dues, it was because we anticipated that you had simply overlooked it —— LAST CALL!

Please detach and return to Irma Lingren, Kein Hall 128, East Campus UNOPA membership $1.00 1957-58

NAME __________________________________________ TITLE

DEPARTMENT _______________________________ OFFICE ADDRESS

OFFICE PHONE __________________________________ HOME PHONE

If you know of someone interested in joining who has not received a membership blank, please give their name to the Membership Committee. Thank you.
MINUTES

UNIVERSITY OF NEBRASKA OFFICE PERSONNEL ASSOCIATION

September 20, 1967

The University of Nebraska Office Personnel Association opened its 1967-68 year with a noon meeting at the Nebraska Union. There were 113 members and guests present.

The business meeting was called to order by President Doris Lesoing. The minutes of the May meeting were read by Carol Znamenacek in the absence of Katherine Lewis. Our treasurer, Irma Lingren reported that we had $21.89 in the treasury. This did not include the memberships for this year.

Committee chairmen were introduced. All of the members who had guests were asked to introduce them.

Doris Lesoing announced that this summer Nelsine Scofield received her Grade 8 Professional Standards Certificate and also her Bachelor of Science Degree.

Sharryn Stake reported that as of this date we had 72 paid memberships and that more were needed. Edna Shimerda reported that only paid members will receive the next issue of the UNOPA Notes — so urged everyone to become a member.

The meeting was turned over to Lila Chisholm, Program Chairman, who announced that the next meeting is to be held on October 11 in the new Music building. Ida Gilbert, September program chairman, introduced our guest speaker, Mr. Ron Hull, Assistant to the Director of ETV. He gave a very interesting and informative talk on his recent trip to Vietnam and his work there as Programming Production Advisor to the South Vietnam TV project.

Several UNOPA members have sons who are serving in Vietnam and they were asked to stand.

Door prizes were awarded to several members.

Committee in charge: Ida Gilbert and Irene Bettenhausen.

Meeting adjourned.

Carol Znamenacek
Recording Secretary, Pro Tem
The UNOPA Newshound is hounding YOU!

Do you have an office short cut to share, or do you use a handy gadget which might be of interest to other UNOPAns? Tell me about it—also keep news items coming!

Detach this sheet. Use space above for your news, then fold upper third of page forward, bottom third back, staple and drop in the campus mail. Thanks!

Hazel McCord
Room 201, Nebraska Center
East Campus