

1993

## 1993-94 UNOPA Executive Board Minutes

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**UNOPA EXECUTIVE BOARD MINUTES**  
**January 11, 1994**

**DATE AND PLACE:**

UNOPA's Executive Board met Tuesday, January 11, 1994 in the Business Services conference room.

**CALL TO ORDER:**

The meeting was called to order by President Sieber at 12:00 p.m.

President Sieber received a letter from Bette Schernikau, Ways and Means Director, resigning as Director due to her workload in the office. She felt she didn't have the time to fulfill her role as Director. President Sieber contacted Jan Wassenberg concerning carrying out the remaining term as Ways and Means Director. Jan stated she would be willing to do this. Jan is not a member of this committee, none of the members were interested in becoming Director.

Rhonda Zugmier moved to approve the resignation of Bette Schernikau as Ways and Means Director. Seconded by Shirley Horstman. **Motion carried.**

Nelvie Lienemann moved to accept Jan Wassenberg as new Ways and Means Director. Seconded by Jeanne Andelt. **Motion carried.**

**ATTENDANCE:**

**Present:**

Jeanne Andelt	Kathy Bennetch	Shirley Horstman
LaRita Lang	Nelvie Lienemann	Michelle Sieber
Rosemary Sieck	Roddy Spangler	Michele Strickler
Jacque Virts	Sandy Watmore	Jan Wassenberg
Rhonda Zugmier		

**ABSENT**

Jeanette Fisher	Bette Schernikau	Ronda Vietz
DaLene Wiess	Jo VanPatten	

**APPROVAL OF MINUTES:**

Minutes of the December 7, 1993, meeting were approved as printed.

**COMMUNICATIONS:**

President Sieber received a thank you from Ardis Burkholder, recipient of a Silver Pen Award, thanking UNOPA for the award.

President Sieber received the following information from National:

1. The distinction CEOE (certified educational office employee) will not be changed to CEOP (certified educational office professional). Some of the reasons were: can't certify that they are a professional; one state has their own program as CEOP.
2. Some changes were made to one page of the PSP application form.

3. It is under discussion that you must be a member of the National organization for one year before you are eligible to apply for any degree, upgrade or CEOE.

**ANNOUNCEMENTS:**

We will watch the New employee orientation video at the end of the meeting.

President Sieber's new address is 110 PI (0814), Phone: 2-8876; Fax 2-2964. Please try to contact President Sieber at home if possible.

The Central Area Professional Development Day will be held February 4 & 5 at the Ramada Hotel. President Sieber encouraged everyone to attend.

**TREASURER'S REPORT:**

Rosemary stated to notify her anytime you send anything out.

November 30, 1993 balance	\$9,569.99
Income	\$ 881.44
Expenses	<u>\$ 4,113.71</u>
December 31, 1993 balance	\$6,337.72

\*Rosemary recently wrote check for \$2,621.22 to ELF.

Summer Social and Fall Conference accounts are now closed out.

Roddy Spangler moved to approve the December 31 treasurer's report. Seconded by Kathy Bennetch. **Motion carried.**

**STANDING COMMITTEES:**

**Awards:** LaRita reported for Sandy that 5 nominations had been received for the Outstanding Staff Award. These will go to the judges the end of this week.

**Corresponding Secretary:** No Report

**Employee Concerns:** No Report.

**Foundation:** Reimbursement applications for the Foundation are due February 1.

Kathy brought copies of the 1992-93 annual report. Discussion followed as to who this should be sent to. It was discussed to send to incoming and outgoing boards plus committee members. It was decided not to send to the Administrators, this year, but to send to them in the future.

**Hospitality:** No report.

**Membership:** Nelvie reported 238 memberships to date.

**Nominating:** Jeanne reported the initial letter asking for nominations will be a separate mailing from UNOPA Notes. The cover

letter; nomination form; job descriptions for President/President-elect, Treasurer, Recording Secretary, and Corresponding Secretary; list of current officers/directors will be mailed January 31. Deadline for return is February 11.

**Professional Growth:** LaRita Lang will receive her PSP plaque at the January meeting.

**Program:** Rhonda Zugmier reported she received a "report card" from the City Union on the December luncheon. It was stated to return it indicating they were slow in getting the meals out.

**Publicity:** No report.

**Salary Issues:** No Report.

**UNOPA Notes:** January UNOPA Notes deadline is January 13.

**Ways & Means:** Some ideas discussed for possible fund raisers were; selling raising dough products, a raffle, parking lot sales at football games, (this would be for next year). Jan will look into these ideas. \$376.00 has been raised so far this year through 50/50 and selling of cookbooks.

The idea was discussed to have an evening pot luck and invite spouses. Jan will look into this, even though it doesn't fall under this committee.

It was discussed to have a table at the Central Area Professional Development Day to sell cookbooks. President Sieber will contact someone to be in charge of this. It was also discussed that a cookbook would be make a great friendship gift for the Friday night mixer.

#### **OLD BUSINESS:**

There was discussion on a by-law change to Professionals. It was discussed that we did not have to change to "Professionals". We are still an affiliate of the State and National organizations even if they do change to professionals.

#### **NEW BUSINESS:**

President Sieber, Rhonda Zugmier, and Jeanette Fisher met with Dr. Jack Goebel. The following issues were discussed:

President Sieber received a phone call from a committee member, stating at a police advisory council meeting Dr. Goebel stated he was concerned with UNOPA's image. The reason he stated this was because he thought UNOPA didn't want to be represented on committees because we were getting too spread out. The committee was discussing UAAD and UNOPA each having two representatives on this committee, alternating each year. This would be a two year term. Dr. Goebel stated if they were to change to two representatives, there would have to be a by-law change in the Police Advisory Committee. It was discussed that having two representatives would allow continuity due to some confidential matters involved in this committee. Jan Wassenberg moved

to approve the Police Advisory recommendation of having two UNOPA representatives, serving alternate years on the committee. Seconded by Rosemary Sieck. **Motion carried.** President Sieber will send a letter concerning this motion to Dr. Goebel.

Dr. Goebel discussed the possibility of UAAD and UNOPA pooling resources. He stated that in a half dozen years there may be no distinction between "B" and "C" line; and he would like to see us start thinking toward these lines for the future.

The board discussed possibly having the employee concerns area of UNOPA and UAAD work together.

The employee orientation video was viewed.

**ADJOURNMENT:**

Meeting adjourned at 1:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "LaRita Lang". The signature is written in black ink and is positioned above the typed name.

LaRita Lang, Recording Secretary

**UNOPA EXECUTIVE BOARD MINUTES**  
**February 1, 1994**

**DATE AND PLACE:**

UNOPA's Executive Board met Tuesday, February 1, in the East Campus Union.

**CALL TO ORDER:**

The meeting was called to order by President Sieber at 12:00 p.m.

**ATTENDANCE:**

**Present:**

Jeanne Andelt	Kathy Bennetch	Jeanette Fisher
Shirley Horstman	LaRita Lang	Nelvie Lienemann
Michelle Sieber	Rosemary Sieck	Roddy Spangler
Michele Strickler	Jo VanPatten	Ronda Vietz
Jacque Virts	Jan Wassenberg	Sandy Watmore
Rhonda Zugmier		

**ABSENT**

DaLene Wiess

**APPROVAL OF MINUTES:**

Minutes of the January 11, 1994, meeting were approved with the correction of Sandy Watmore as absent.

**COMMUNICATIONS:**

Chancellor Spanier sent a letter to all Deans and Directors concerning SHARP. There will be two sessions offered: February 2 to March 2, and March 30 to April 27. These will be held at the Womens Center in the city union.

President Sieber received a letter from Bruce Currin on Employee service awards which will be held February 10, 1994, in city union. 5 and 10 year employees will be honored at 9:30 am; 15 & 20 year employees at 2:30.

The second annual Cultural Diversity mini-conference will be held March 12, 1994, 8:30 to 5:00 in the city union. To register, call John Harris, Special Assistant to the Vice Chancellor for Student Affairs, at 2-3755.

**TREASURER'S REPORT:**

December 31, 1993 balance	\$6,337.72
Income	\$ 29.10
Expenses	\$ <u>3,097.55</u>
January 31, 1994 balance	\$3,269.27

Rosemary distributed the mid-year income/expense report. She asked everyone to verify their individual committee report.

Rhonda Zugmier moved to approve the January 31 treasurer's report. Seconded by Jan Wassenberg. Motion carried.

**STANDING COMMITTEES:**

**Awards:** The following individuals were nominated for the Outstanding Staff award: Janet Holtzhauser, Janelle Jones, Debra Koch, Corinne Jacox and Charlene Warneke. Two nominees will be present on February 8. It was discussed when the winner is notified, it is difficult to get the nominees to attend the luncheon.

Sandy stated she will be billing the Floyd S. Oldt fund for award expenses.

The awards committee will be working on the Rose Frolik award soon.

**Corresponding Secretary:** No report.

**Employee Concerns:** Jeanette reported on the following Employee Concerns issues:

Due to the Chancellor's Commission on the Status of Women gender study, all University employees will receive a letter asking to update the education section on their PDF.

President Sieber received a letter from Linda Arnold, Parking Advisory Council representative, about concerns she received at the January UNOPA/UAAD meeting. Some concerns stated: it seems it has been decided already, why are these changes being proposed, safety of walking, schedules won't permit hunting for parking places. This letter was sent to Chancellor Spanier.

The committee is still working on data results from the survey.

**Foundation:** Kathy stated one application has been received for reimbursement. February 1 and June 1 are deadlines for applications.

**Hospitality:** Michele Strickler reported approximately 75 signed up for February general meeting, with 15 paying lunches.

Michele asked if table cloths were necessary. In the past, only paying lunches had table cloths, it made the brown baggers feel they were left out. Some other ideas discussed were having buffets for all luncheons, so the union wouldn't have to set up for paying and non-paying; have long tables instead of round; possibly having placemats instead of table cloths; making or buying our own table cloths; instead of having printed nametags attendees handwrite own nametags.

**Membership:** Nelvie reported five additional memberships.

**Nominating:** Jeanne reported the letter for seeking nominations has been sent out. Deadline is February 11.

**Professional Growth:** Jo reported a tentative brown bagger for March 10 on Toastmasters and possibly an April brown bag on TQM. Other ideas included recycling and Bruce Currin discussing Human Resource issues.

The spring workshop is tentatively set for May 19. The presenter will be Deanna Eversoll, Evening Programs. The morning session's topic will be Ethical Decision Making and the afternoon session will be Career Dedication. Registration fee will be \$10/member, \$20/non-member for half day, \$15/member, \$25/non-member for all day.

Flyers will be mailed in April. The idea was raised to also send flyers to Lincoln Public Schools and other interested groups.

**Program:** No report.

**Publicity:** Roddy reported an announcement will appear in The Scarlet regarding the February general meeting. She sent a letter to the Daily Nebraskan and The Scarlet concerning the award presentation.

**Salary Issues:** No report.

**UNOPA Notes:** February UNOPA Notes deadline is February 10.

Jacque received a letter from Claudia Price-Decker concerning the quote which appeared in the January, 1994 UNOPA Notes, "Speak ill of no man, but speak all the good you know of everybody." She expressed how important it is for UNOPA to begin using language that is gender neutral. Jacque responded by stating UNOPA appreciates her responsibility to watch for instances where gender neutrality is not implemented and assured her UNOPA takes the issue of gender neutrality seriously.

**Ways & Means:** Jan Wassenberg reported one more cookbook has been sold.

#### OLD BUSINESS:

\$2,621.22 was transferred to the ELF account. It is unknown what the total amount in the ELF account is because of payroll deductions directly deposited to the account.

#### NEW BUSINESS:

Rhonda Zugmier attended the Deans and Director's meeting. She gave the following report:

1. The long-range planning meeting was attended by 93 individuals.
2. LB757-Safety regulations and UNL's workplace responsibility was discussed.
3. University can now recycle cardboard.
4. New Frontier-Computer network, Dee Allison is the contact person.
5. Rhonda asked them to encourage their employees who are UNOPA members to run for an office.

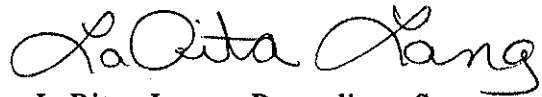
President Sieber reported the Mentoring luncheon will be February 22.



**ADJOURNMENT:**

Meeting adjourned at 12:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "LaRita Lang". The signature is fluid and connected, with a large initial "L" and "R".

LaRita Lang, Recording Secretary

**UNOPA EXECUTIVE BOARD MINUTES**  
**March 1, 1994**

**DATE AND PLACE:**

UNOPA's Executive Board met Tuesday, March 1, in the Business Services Conference Room.

**CALL TO ORDER:**

The meeting was called to order by President Sieber at 12:00 p.m.

**ATTENDANCE:**

**Present:**

Jeanne Andelt	Kathy Bennetch	Jeanette Fisher
Shirley Horstman	LaRita Lang	Nelvie Lienemann
Michelle Sieber	Rosemary Sieck	Michele Strickler
Jo VanPatten	Jacque Virts	Jan Wassenberg
Rhonda Zugmier		

**Absent**

Roddy Spangler	Ronda Vietz	Sandy Watmore
DaLene Wiess		

**APPROVAL OF MINUTES:**

Minutes of the February 1, 1994, meeting were approved as printed.

**COMMUNICATIONS:**

President Sieber received the UNL Fact Book, anyone interested in seeing it may contact President Sieber.

Human Resources received a letter from Joyce Richter suggesting a presentation on "What employees value in their employers". Faye Moulton contacted President Sieber asking if UNOPA would like to have this presentation for the Bosses Luncheon. President Sieber responded the Bosses Luncheon was held in November but possibly having it presented next year.

**TREASURER'S REPORT:**

January 31, 1994 balance		\$3,269.27
Income	\$ 173.02	
Expenses	\$ <u>215.64</u>	
February 28, 1994 balance		\$3,226.65

Kathy Bennetch moved to approve the February 28 treasurer's report. Seconded by Jan Wassenberg. Motion carried.

**STANDING COMMITTEES:**

Awards: No report.

**Corresponding Secretary:** Shirley reported letters for 27 past presidents and 6 retirees will be sent out shortly for the April recognition luncheon.

**Employee Concerns:** Jeanette reported on the following Employee Concerns issues:

1. A summary of the survey will be sent out next month.
2. The Chancellor's Commission on the Status of Women met with The Chancellor's Commission on People of Color. They are planning some joint ventures such as open forums, etc.
3. UNL Benefits: Academic Senate would like to see more versatility with the retirement benefits.

President Sieber received a copy of the parking proposal from Paul Carlson. Copies were not distributed since it was the same information which appeared in the Scarlet.

President Sieber received a copy of the Police Advisory Committee report from Patti Lutter, UNOPA representative. Some issues addressed by the committee were: Campus lighting, safety walks, emergency phones, and training 14 Community Service Officers, who are serving as security guards.

**Foundation:** Kathy stated the application which was received for reimbursement on the February 1 deadline will be resubmitted in June. The person is currently taking the class.

**Hospitality:** Michele Strickler reported approximately 50 signed up for the March general meeting.

**Membership:** Nelvie reported membership rosters were sent to all members this week.

**Nominating:** Jeanne reported the following nominations:

President-elect: LaRita Lang  
Treasurer: Roddy Spangler, Marcia Rowley  
Corr. Secretary: Lee Johnson, Maggie Kahler  
Rec. Secretary: Jacque Virts

The committee contacted several individuals concerning running for an office. Most of them indicated they were interested but didn't have the time or their department was not supportive. There will be nominations taken from the floor at the March general meeting and Sandy Lineberry will announce the candidates.

Discussion followed concerning two offices having one name on the ballot since the constitution states there shall be two names for each office. This issue will be brought to the membership at the general meeting.

**Professional Growth:** Jo reported there will be a brown bagger March 3 with Ronald Ross giving an overview of the function of the Affirmative Action and Diversity Office and March 10 on Toastmasters.

The spring workshop is tentatively set for May.

**Program:** Rhonda Zugmier reported Stan Campbell will speak at the March General Meeting. A letter from Ronald Ross was received apologizing for the February meeting, and stated there would be dessert provided at the brown bag luncheon March 3.

**Publicity:** No report.

**Salary Issues:** No report.

**UNOPA Notes:** March UNOPA Notes deadline is March 10. February UNOPA Notes was submitted for the National Award.

**Ways & Means:** Jan Wassenberg reported Raising Dough order forms will be sent shortly. Delivery will be March 30. The committee is working on a raffle, some prizes so far include: color tv, autographed football and basketball, framed, color photo of Broyhill Fountain at night, and restaurant gift certificates

**OLD BUSINESS:**

President Sieber reported Bruce Currin will attend the March general meeting to promote the Employment Relationship Study. This is a survey that all employees will receive concerning a whole range of topics such as work assignments, benefits, training, advancement, compensation, etc. It will be mailed out March 11 and is due back March 25. Some UNOPA members were in the pilot group which took the survey to see if it was easy to understand, etc. before being sent out to all employees.

President Sieber received no comments concerning evaluations for Dr. Griesen and Dr. Goebel. It was discussed to evaluate on UNOPA issues, not work related issues.

**ADJOURNMENT:**

Meeting adjourned at 1:00 p.m.

Respectfully submitted,

  
LaRita Lang, Recording Secretary

**UNOPA EXECUTIVE BOARD MINUTES**  
**April 5, 1994**

**DATE AND PLACE:**

UNOPA's Executive Board met Tuesday, April 5, in the East Campus Union.

**CALL TO ORDER:**

The meeting was called to order by President Sieber at 12:00 p.m.

**ATTENDANCE:**

**Present:**

Jeanne Andelt	Kathy Bennetch	Jeanette Fisher
Shirley Horstman	LaRita Lang	Nelvie Lienemann
Michelle Sieber	Rosemary Sieck	Roddy Spangler
Michele Strickler	Jo VanPatten	Jacque Virts
Jan Wassenberg	Sandy Watmore	Rhonda Zugmier

**Absent**

Ronda Vietz                      DaLene Wiess

**APPROVAL OF MINUTES:**

Minutes of the March 1, 1994, meeting were approved with the correction of "UNL Benefits instead of UN" under employee concerns .

**COMMUNICATIONS:**

President Sieber received a letter from the owner of "From Nebraska", inquiring if our organization needs gifts to call them.

**ANNOUNCEMENTS:**

Annual reports are due to President Sieber by May 20, 1994.

**TREASURER'S REPORT:**

February 28, 1994 balance	\$3,226.65	
Income	\$ 1,461.97	
Expenses	\$ <u>168.19</u>	
March 31, 1994 balance		\$4,520.43

Kathy Bennetch moved to approve the March 31 treasurer's report.  
Seconded by Nelvie Lienemann. **Motion carried.**

**STANDING COMMITTEES:**

**Awards:** Sandy Watmore reported four nominations were received for the Rose Frolik award. They are Sandy Lineberry, Sheila Perry, Joey Kramer and Debbie Hendricks. The award will be announced at the April 12 general meeting. All expenses have been reimbursed to administer the Oldt Awards, a total of \$699.00 was given to Rosemary.

**Corresponding Secretary:** Shirley reported 14 past presidents and 4 retirees will attend the luncheon April 12.

**Employee Concerns:** Jeanette reported on the following Employee Concerns issues:

1. UNL benefits committee is discussing the issue of insurance for co-habitats, extra options for retirement and possibly expanding tuition remission beyond part-time employees.
2. UNOPA Survey results have been tabulated. Jeanette and her committee will meet to condense the comments. Michele Strickler will contact the Biometry Department to inquire about them condensing the results.

President Sieber stated the Employment Relations Survey should be mailed to employees shortly.

President Sieber received a letter from DaLene Wiess resigning from Employee Concerns Co-Director. Jeanette Fisher moved to accept DaLene's resignation from Employee Concerns Co-Director. Seconded by Jan Wassenberg. **Motion carried.**

**Foundation:** No Report.

**Hospitality:** No Report.

**Membership:** No Report.

**Nominating:** Jeanne reported the following election results:

President-elect: LaRita Lang  
Treasurer: Roddy Spangler  
Corr. Secretary: Maggie Kahler  
Rec. Secretary: Jacque Virts

Jeanne moved to destroy the 1994 ballots on April 15, 1994. Seconded by Rhonda Zugmier. **Motion carried.**

**Professional Growth:** Jo reported there will be a brown bagger on April 11, East campus and April 18, City campus featuring Bruce Currin.

The spring workshop is set for May 19. The flyer will go out next week.

**Program:** No Report.

**Publicity:** The Scarlet and C-VIS has been notified for the April 12 meeting.

**Salary Issues:** No report.

**UNOPA Notes:** April UNOPA Notes deadline is April 14.

**Ways & Means:** Jan Wassenberg reported Raising Dough income of \$346.50. It was discussed the raffle may have more of a response if people knew what the money went for. The idea was also brought up about possibly adopting a community project and having half the raffle income going to the project. The committee hopes to have the tickets out by the middle of April with the winners announced at the May general meeting.

**OLD BUSINESS:**

Kathy Bennetch reported there is over \$6,000 in the ELF.

**NEW BUSINESS:**

President Sieber and Alan Moeller will meet with Bruce Currin concerning PSP recognition.

The Chancellor's office is giving all UNOPA members attending the National Conference \$100.00.

The NEOPA Spring Conference will be held April 16 in Falls City. There will be a van provided.

**ADJOURNMENT:**

Meeting adjourned at 1:15 p.m.

Respectfully submitted,

  
LaRita Lang, Recording Secretary

**UNOPA EXECUTIVE BOARD MINUTES**  
**May 3, 1994**

**DATE AND PLACE:**

UNOPA's Executive Board met Tuesday, May 3, in the Business Services Conference Room.

**CALL TO ORDER:**

The meeting was called to order by President Sieber at 12:00 p.m.

**ATTENDANCE:**

**Present:**

Jeanne Andelt	Kathy Bennetch	Jeanette Fisher
Shirley Horstman	LaRita Lang	Nelvie Lienemann
Patti Lutter	Michelle Sieber	Rosemary Sieck
Roddy Spangler	Michele Strickler	Jo VanPatten
Jacque Virts	Jan Wassenberg	Sandy Watmore
Rhonda Zugmier		

**Absent**

Rhonda Vietz

**Employee Concerns Co-Director:**

President Sieber stated Patti Lutter was interested in finishing out the remaining term as employee concerns co-director, due to the resignation of DaLene Wiess. Roddy Spangler moved to accept Patti Lutter as employee concerns co-director for the remaining term, 1993-94. Seconded by Jan Wassenberg. Motion carried.

**APPROVAL OF MINUTES:**

Minutes of the April 5, 1994, meeting were approved as printed.

**COMMUNICATIONS:**

President Sieber received a letter from Doris Lesoing thanking UNOPA for the flower and past presidents recognition luncheon.

**ANNOUNCEMENTS:**

President Sieber would like listings of all committee members (only members who served the whole year). She would like each director to introduce their committee and she will present them with a certificate at the May general meeting.

Annual reports are due to President Sieber by May 20, 1994.

All archive material should be given to LaRita by June 7.

The joint board meeting will be held June 7 at 3:30 in the City Union.

Brad Munn has left the University. Kathy Bennetch moved UNOPA give him and his wife a \$50.00 gift certificate to the Cornhusker and a special card thanking him for his support to UNOPA. Seconded by Rhonda Zugmier. Motion carried.



Jo Dierking is retiring in May.

**TREASURER'S REPORT:**

President Sieber stated Laura Dunkle, an Accounting Clerk in Ag. Economics, was willing to audit UNOPA's books for this year. Nelvie Lienemann moved to ask Laura Dunkle to audit UNOPA books for 1993-94. Seconded by Michele Strickler. Motion carried.

March, 1994 balance		\$4,520.43
Income	\$ 784.66	
Expenses	\$ <u>1,826.98</u>	
April 30, 1994 balance		\$3,478.11

Kathy Bennetch moved to approve the February 28 treasurer's report. Seconded by Sandy Watmore. Motion carried.

**STANDING COMMITTEES:**

**Awards:** Sandy stated she received a thank-you from Debbie Hendricks for the Outstanding Staff award.

**Corresponding Secretary:** Shirley reported 11 past presidents and 4 retirees were recognized at the April luncheon.

**Employee Concerns:** Jeanette reported on the following Employee Concerns issues:

1. An employee concerns meeting is planned for Wednesday, May 4.
2. The Chancellor's Commission on the Status of Women gender study is almost ready.
3. A summary of the survey was sent to the membership. Kathy Bennetch inquired about the Biometry Department condensing the results. Michele Strickler reported the only thing they can do is tabulate the yes/no questions. They would not do anything with the comments.

Comments concerning certain areas, (ie. Poor ventilation, Facilities Management) will be forwarded to the appropriate area.

It was discussed if this should be sent to all office/service staff. Due to the cost, it was decided to place a notice in the Scarlet to contact Jeanette for a copy.

Jeanette Fisher moved to destroy the salary surveys returned by office/service employees. Seconded by Nelvie Lienemann. Motion carried.

President Sieber, Rhonda Zugmier, and Jeanette Fisher met with Bruce Currin. President Sieber reported on the following from this meeting:

Issues discussed were reduction-in-force, evaluation of supervisors, and advancement.

Reduction-in-Force; Bruce stated there would not be much done with this issue at this time.

Evaluation of Supervisors; Bruce will put information in the Business & Finance page of the Scarlet concerning the procedures, etc. for evaluating supervisors. UNOPA will publicize as much as possible the fact that you are able to evaluate your supervisor.

Room for Advancement; Roshan Pajnigar, Classification/Compensation Manager is working on this issue. UAAD is starting a mentoring project as a way to network etc. UNOPA may want to do something similar to try to get advancements.

Bruce Currin would like UNOPA to draft a letter for his signature as a reminder to supervisors concerning Administrative leave.

**Foundation:** Kathy stated 10 stipends will be given for the June 1 deadline.

There was some discussion on raising the amount of the stipends because some members expressed a concern that \$50.00 wasn't worth doing the paper work.

Since it appears the University will never have monetary recognition for PSP certification, President Sieber raised the issue of recruiting corporate donations. An account at the Foundation could be set up which would allow individuals with their PSP & CEOE distinction to receive a stipend for their efforts. This could also be to help them obtain the certification. Bruce Currin stated he could see no problem with this since there would be no University dollars involved.

Jeanne Andelt moved to form a committee to explore the possibility of outside funding to be used for PSP recognition. Seconded by Jo Van Patten. It was also discussed that possibly the past presidents could form this committee. Michelle will chair the committee for the next year, as it falls under Foundation Funds. **Motion carried.**

President Sieber stated Bruce Currin and Alan Moeller wanted proposals, other than monetary, for recognition of individuals with PSP and CEOE distinctions. The proposals include a reception to be held in June of each year and to have supervisors recognize PSP by including it in their evaluation. Also included was the cost of attending the National conference to receive the award. The total cost proposed was \$940.00.

**Hospitality:** Michele Strickler reported approximately 40 signed up for the May general meeting.

**Membership:** No Report.

**Nominating:** Jeanne reported job description sheets are due.

**Professional Growth:** Jo reported the spring workshop is May 19.

**Program:** No report.

**Publicity:** No report.

**Salary Issues:** No report.

**UNOPA Notes:** May UNOPA Notes deadline is May 12.

**Ways & Means:** Jan Wassenberg reported raffle tickets are due to Diane Cihal by May 6. She has received 35 so far.

**NEW BUSINESS:**

President Sieber stated we need a Summer social chair and committee.

Lola Young submitted the following Advisory Council agenda item to be discussed at the National conference.

On behalf of UNOPA, we suggest NAEOP's speakers be from every level of education. Rosemary moved to take it to the general membership. Seconded by Patti Lutter. **Motion carried.** It was also discussed that this be brought to the attention of the State organization also.

**ADJOURNMENT:**

Meeting adjourned at 1:40 p.m.

Respectfully submitted,



LaRita Lang, Recording Secretary