President's Corner
“Keep The Candle Burning”
by Becky Hastings, President

Congratulations to Karen Shriner and Sandy Sterkel, recipients of the Floyd S. Oldt Silver Pen and Outstanding Staff Awards. I would also like to congratulate the other nominees, Leonard Akert, Barb Carley, and Nelvie Lienemann. All of these individuals are great University of Nebraska-Lincoln employees! Our last award for this year will be the Rose Frolik Award, which will be presented at the April general meeting.

This coming spring and summer will offer a variety of conferences to attend:

• The NEOPA spring conference, hosted this year by UNOPA, will be March 30th – 31st. The conference will be held at the East Campus Union on Friday, March 31st. The day will be packed with briefings, a speaker, and a business meeting. But it won't be all "business". There will be a Thursday night social and Friday night installation banquet (Carol Bom, a former UNOPA member will be installed at NEOPA President), which will be at T & R’s Garden Restaurant in the Howard Johnson Hotel. Reminder that the registration deadline for the conference is March 15th - I hope to see a lot of UNOPAns in attendance!!

• The Central Area Conference is being held in Indianapolis, Indiana, April 20th -22nd. I’ve sent out information about this, if you haven’t received it let me know.

• The last conference to talk about is the National Association of Educational Office Professionals (NAEOP) national conference which will be in Dallas, Texas July 17th – 21st. This will be a week full of not only business but also of fun.

Attending any of the conferences listed above will provide opportunities for growth, networking, and fine tuning your job expertise.

UNOPA Notes

University of Nebraska Office Professionals Association - March 2006/Volume 44, Issue 8

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March 2006 Issue
Volume 44, Issue 8
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February Executive Board Meeting
by Donelle Moormeier, President-Elect

The January UNOPA Executive Board meeting was held February 7, 2006 at 1700 “Y” Street. President Becky Hastings called the meeting to order at 3:00 p.m. Roll call was taken and the minutes from the January Executive Board meeting were approved. Becky and Marilyn Fenton from UAAD met with Herb Howe on January 31st. There was discussion of monetary assistance for UNOPA members attending the NAEOP national conference in July. Prior to Herb committing funds he requested that a list of members going and their role in the meeting be presented. There was discussion on tuition remission for part-time staff. Herb indicated that it was not going to happen. The board felt this issue should be tabled for a while, however should be brought up again next year to the administration. Donelle is unable to attend national conference in July. Because she would normally represent UNOPA as a delegate it was decided that a name would be drawn from the people who were going to be the delegate for this year. Diane Wasser and Sandy Watmore indicated that the agenda for the NEOPA spring conference would be mailed around the end of February or early March. Registrations (members $35, non-members $50) will be due March 15th. Becky indicated that NEOPA is collecting donations to purchase phone cards to be given to troops stationed overseas. She asked permission to pass this message on to the UNOPA membership, the board approved. Donelle Moormeier represented UNOPA at the Academic Senate, UAAD, and UNOPA meeting held January 30, 2006 (see her report). Valerie Egger reported that she was researching the UNOPA archives and making a list of past officers. It was suggested by Valerie and approved by the board that this list would be a helpful addition to the web site. Gretchen Walker, treasurer, reported a checking balance of $6,161.62 and a CD balance of $3,053.42. Jan Edwards and Becky Hastings reported on the nominations received for the Floyd S. Oldt Silver Pen Award and the Floyd S. Oldt Outstanding Staff Award which will be awarded at the February general meeting. There was discussion about increasing the amount of the Rose Frolik Award. The suggestion was made that if the budget allowed next year the amount be increased. Sandy Watmore reported that three reimbursement applications were approved. The new banner was just received by the printer and should be ready for the February general meeting. It cost $95.77. Sandy distributed copies of the FY 2004-05 Annual Report. Diane Wasser has made some changes to the web site, we were reminded that the site will be up for national competition at the NAEOP meeting in July. Amy Stewart questioned why the membership year ran from July through June and membership dues were not due until October 31. Members of the board explained that the membership year coincided with the UNL fiscal year and that the deadline was set in the By-Laws. There was discussion on the summer social and that it was originally planned as a recruitment event, but has gradually evolved to a social event for members. The board saw benefit to having a membership-only social event so that we can get to know each other better. Ideas for a recruitment event(s) such as coffees or ice cream socials were discussed. These events might cost UNOPA members but would be free for non-members. It was felt that help for these events would possibly be part of the Outreach Committee responsibilities. Chris Cary reported that some nominations have been received for the election ballot. Nominations are due by February 15th. There was discussion about contributing to Carol Bom’s installation as President at the spring NEOPA conference because of Carol’s long-standing membership and service to UNOPA. A motion was made, seconded and carried that UNOPA contribute $100 for Carol Bom’s installation. The meeting was adjourned and the next UNOPA Board meeting will be held on March 7, 2006, 3:00-5:00 p.m, at East Campus Union.

UNOPA Mentoring Series
by Mary Guest, Mentoring Co-Director

The UNOPA Mentoring series continued on February 28. The topic was, “Balancing Work and Family: Staying Sane in Multiple Roles.” Two more brownbags are planned for this semester: March 28 and April 25.

You will be receiving a survey regarding the UNOPA Mentoring Program during the first week of March. Please take a few minutes to complete the survey and return it. Your input is needed in order to continue this program in a useful way. Remember: This is your program! Help us design the program to be beneficial to you!
Treasurer’s Report
January 2006

Beginning checking balance
January 1, 2006  9,011.11

Income:
Hospitality 6.35
Ways & Means 1,492.00
50/50 39.00
Interest 1.99
Total Income: 1,539.34

Expenses:
President 371.77
Correspond Secr. 18.92
Awards 570.80
Foundation 45.05
Hospitality 2,764.32
Membership (40.93)
Mentoring 32.16
Miscellaneous 29.94
Professional Growth 136.89
Program 26.35
UNOPA Notes 428.13
Ways & Means 5.43
Total Expenses: 4,388.83

Ending checking balance
January 31, 2006  6,161.62

Checking Balance 6,161.62
Cost Object Balance 0.00
Total 6,161.62

CD 3,053.42

Do you have news for UNOPA Notes?

Send information you would like included in an upcoming issue of UNOPA Notes to Rhonda Zugmier, rzugmier1@unl.edu by the deadlines noted below.

<table>
<thead>
<tr>
<th>Issue</th>
<th>Deadline Date</th>
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<tbody>
<tr>
<td>April 2006</td>
<td>March 17, 2006</td>
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<td>May 2006</td>
<td>April 14, 2006</td>
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Meeting between Academic Senate, UAAD, and UNOPA regarding concerns of staff and management
Monday, January 30, 2006
by Donelle Moormeier, President-Elect

Attending the meeting was Ali Moeller, President Elect of Academic Senate, Pat Shea, Secretary of Academic Senate, Marilyn Fenton VP/President-Elect of UAAD, and Donelle Moormeier President-Elect of UNOPA.

Concerns that resurfaced from last year were administrators allowing employees time to attend UAAD and UNOPA functions and child care.

It was discussed that the bids for child care were in from two national companies and that the bids were very high. One of the reasons these bids may have been high was the requirement of 24 hour availability. The question was posed as how necessary was the 24 hour availability? Marilyn expressed a concern that as the bid stands now only the higher paid administration and faculty at UNL will be able to afford the child care.

Pat brought up the high cost of parking. Donelle concurred that the system that is in place now is not exactly fair to part-time staff or lower paid staff because someone making $20,000 a year is paying the same for a Lot 10 or 17 parking as someone making $100,000 a year. Everyone agreed that a sliding scale would be more appropriate. Marilyn indicated that because the parking is not part of the infrastructure, like for instance landscaping, that parking is a stand alone entity and needs the money to pay for the new parking structures. Everyone was interested in that fact. The question was posed what do other peer institutions do for parking? Did UNOPA take a survey at one point in time asking this information? Everyone thought it was an issue that had to continue to be pursued. Ali and Pat felt that it really was an ethical question, why do we expect lower paid staff to pay as much for parking as higher paid staff?

Health care increases were another concern. If you are on the basic health care plan, which is the option that the University recommends as being the most cost efficient, you are on a 70/30 for PPO with a $400 deductible and $1500 stop loss for individual with a $150.00 price tag per month. This is very costly for the coverage received. Everyone felt that this was a concern to all employees not just staff and management.

All those at the meeting felt that these issues were important to the good climate for an employee and attracting and retaining qualified and loyal employees. Ali indicated that these were all important issues to address and would gladly keep them at the forefront of concerns for staff and management through the Academic Senate.
Two employees were recognized for their outstanding service to their departments and to UNL at the University of Nebraska Office Professionals Association (UNOPA) annual awards luncheon on February 14, 2006.

Karen Shriner, from the Department of Aerospace Studies, won the Floyd S. Oldt Silver Pen Award, and Sandy Sterkel, from the Department of Agricultural Economics, won the Floyd S. Oldt Outstanding Staff Award.

Col. Robert Tovado from the Department of Aerospace Studies nominated Shriner. He wrote in his nomination that Shriner “consistently performs well beyond all department expectations. To the members of our department, this candidate is known as a colleague and friend. To the students, she is simply known as “Mom.” She is an absolute standout and we hope the university will finally find out what the Air Force already knows ... we have an absolute superstar employee…”

Dr. Darrell Mark from the Department of Agricultural Economics nominated Sterkel. He wrote, “The nominee is truly an ‘unsung’ hero in her ability to contribute ... to extending the education and research available at the University to the people who use it. It is her friendly face and personable voice that creates a friendly ‘front door’ for her area of the university and keeps people returning for more of our programs. This nominee does not just inspire teamwork, but rather functions as a team leader.”

The Floyd S. Oldt Silver Pen Award recognizes office service employees who have demonstrated superior performance and made significant contributions to the university community. For winning this award, Shriner received a certificate and won $600, an engraved Silver Pen and a one-year membership to UNOPA.

The Floyd S. Oldt Outstanding Staff Award recognizes employees who demonstrate distinguished service and contributions to the university. Sterkel received a certificate and won $1,000, an engraved plaque and a one-year membership to UNOPA.

Also nominated for the Outstanding Staff Award were Nelvie Lienemann, Agricultural Research Division; Leonard Akert, Chemical Engineering; and Barb Carley, Purchasing.

The awards were funded by an endowment to the university from Floyd S. Oldt.

For more information about these awards or about UNOPA, contact Becky Hastings, president, at 472-2085, or visit the UNOPA Web site at http://www.unl.edu/unopa.
NEOPA Spring Conference
by Diane Wasser, Conference Co-Director

Agenda and Lodging Information
East Campus Union
37th & Holdrege, Lincoln, NE

March 30, 2006
6:30 - 9:30 -- Social -- T & R’s Garden Restaurant,
5250 Cornhusker Highway, Lincoln, NE
Fun, social, auction, etc.

March 31, 2006
7:30-8:00 -- Registration and Continental Breakfast
8:00-9:00 -- Welcome and Opening
9:00-10:30 -- Speaker - Vicki Highstreet “Melow Yellow”
10:30-10:45 -- Break
10:45-11:45 -- Briefings A or B
12:00-1:00 -- “3-D” Luncheon “Resolve to Involve”
1:15-2:15 -- Briefings C or D
2:15-2:30 -- Break
2:30-4:00 -- Speaker - Patt Harper “How’s Your Laugh Life”
4:00-5:00 -- Business Meeting
5:00-5:30 -- Closing
6:30-7:30 -- Cocktail Hour - T & R’s Garden Restaurant
7:30-9:30 -- Banquet and Installation -- T & R’s Garden Restaurant

Howard Johnson Hotel
Make reservations directly with Howard Johnson Hotel. Ask for the NEOPA Conference.
We have reserved a block of rooms until March 15th
5250 Cornhusker Hwy, Lincoln, NE 68504
Phone: 402-464-3171
Check in at 4:00 p.m.
Check out at 11:00 a.m.
Room Rates: 2 Queen beds - 2nd floor $50/night
2 Queen beds - 1st floor pool side $ 70/night
UNOPA GENERAL MEETING  
February 14, 2006  
Abel Hall, North Study Lounge

President-elect Donelle Moormeier welcomed everyone at 12 noon and introduced the bell ringers who have been entertained as we dined on pizza and salad from Valentinos. The bell ringers were from the Piedmont Park Bell Choir which is composed of 26 members and 10 families. Today’s group was a small segment of the choir from the Hawkins and Hornby families.

Following the introduction of the choir, President Becky Hastings called the meeting to order.

Approval of Minutes
Becky asked if there were any changes or corrections to the January general meeting minutes. Recording Secretary, Valerie Egger, noted that the treasurer’s report needed a correction. The cost object balance should have read $(4,153.92), not $(4,857.19) as reported. Becky stated that the minutes would stand approved as corrected.

OFFICERS REPORTS

Treasurer’s Report, Gretchen Walker
Gretchen reported that the beginning balance on January 1, 2006 was $9,011.11. Income was $1,539.34 and expenses were $4,388.83. Ending checking balance as of January 31, 2006 is $6,161.62. The cost Object balance is $0, and the CD balance is $3,053.42.

President, Becky Hastings
NEOPA Ways and Means Committee
Becky shared an announcement from Lisa Morehouse about the NEOPA Ways and Means Committee. The committee is putting together a fund-raising auction which will be held during the NEOPA spring conference. Lisa is looking for an assistant. NEOPA members should contact Lisa if they are interested in helping.

NEOPA Spring Conference
This year, the NEOPA spring conference is sponsored by UNOPA and will be held March 30 – 31. It is co-chaired by Sandy Watmore and Diane Wasser.

STANDING REPORTS

Awards, Becky Hastings for Jan Edwards
Becky reminded everyone that the Rose Frolik Award will be presented April 11, 2006. Be thinking about names of office/service staff who you might wish to nominate for the award.

Bradley Munn Professional Growth Fund, Becky Hastings for Sandy Watmore
Three applications for reimbursement were received and approved, all for professional development activities: Lola Young ($100), Diane Wasser ($100), Sandy Watmore ($100).

Employee Assistance, co-chairs Pat Hust and Tonda Humphress
Shirley Horstman gave a presentation on the UNL Employee Assistance Advisory Committee. The role of the committee is to bring issues to the Employee Assistance Program that merit attention.

UNOPA Notes, Becky Hastings for Rhonda Zugmier
The next deadline is February 15. Please send any newsletter items to Rhonda Zugmier.

PSP, Lola Young
Lola explained that funds are being raised for a PSP Endowment Fund that will support PSP stipends for UNOPA members who have earned their PSP certificate. To help raise funds for the endowment, Lola announced that a raffle will be held for a fleece blanket—which was made by Lola. The raffle drawing will be in April. Tickets will be 1/$1.00 or 6/$5.00. Contact Lola if you are interested in buying raffle tickets.

Another fund raiser for the endowment fund will be ceramic canisters fill with assorted muffin mixes at $5.50 each. The canisters will be available at the PSP table during the March and April general meetings.

(Continued on Page 7)
UNOPA General Meeting Minutes (Continued from Page 6)

Chancellor’s Commission on the Status of Women, Becky Hastings for Diane Wasser
Becky announced that two office/service positions will open up in the fall 2006 on the Chancellor’s Commission of the Status of Women. Contact current committee member Diane Wasser if you are interested in serving on the committee or wish to nominate someone. Nomination forms are also on the Commission’s Web site.

NEOPA Spring Conference, co-chairs Sandy Watmore and Diane Wasser
Sandy and Diane announced that they are looking for volunteers to help with the NEOPA spring conference. Needs range from manning the registration table Friday morning, helping with centerpieces and arrangements to coordinating evaluations (e.g., typing/copying the evaluation form, collecting comments) and setting up Thursday night for Friday’s activities. Please support UNOPA in hosting this event by contacting Sandy or Diane if you can help.

Hospitality, Pat DeStefano and Susan Thomas
Pat and Susan conducted the drawing for half of the 50/50 proceeds. The winner of $31.00 was Valerie Egger. The other $31.00 will be donated to Camp COHOLO.

Table centerpieces were awarded to one person at each table. Door prizes were also awarded: three little heart boxes and a UNOPA bag.

Program, Becky Hastings and Jan Edwards
Becky thanked those who submitted nominations for the Floyd S. Oldt Silver Pen and Floyd S. Oldt Outstanding Staff Awards and each of the nominees for their high level of commitment to UNL. She also thanked the judges—Ted Weidner, Nancy Mitchell, Brenda Ladd, Julie Hagemeier, Shannon Poppe, and Pam Johnson (all from UNL)—for their time and efforts.

The Floyd S. Oldt Silver Pen Award was presented to Karen Shriner with Aerospace Studies. Karen received $600, and engraved pen, certificate and one-year membership to UNOPA. The Floyd S. Oldt Outstanding Staff Award was presented to Sandy Sterkel with Agricultural Economics. Sandy received $1000, a plaque, and one-year UNOPA membership. Other nominees were: Leonard Akert, Barb Carley, and Nelvie Lienemann.

The next general meeting will be Tuesday, March 14, 2006, at the East Campus Union.

The meeting was adjourned at 12:30.

Respectfully submitted,
Valerie Egger

(Minutes printed as submitted)

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<th>Calendar of Events</th>
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<td><strong>March 30 &amp; 31</strong></td>
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<td><strong>April 11</strong></td>
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<td><strong>May 9</strong></td>
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<td><strong>July 17-21</strong></td>
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**UNOPA History**

in UNOPA Notes*

**Five Years Ago** - (Vol. 39, No. 7)

Harvey Perlman is appointed the new Chancellor for UNL

**Ten Years Ago** - (Vol. 34, No. 8)

The Nebraska Educational Office Professionals Association (NEOPA) will be hosting their spring conference, “Crusising the Superhighway,” on Saturday, April 13, 1996 in Wayne, NE.

**Fifteen Years Ago** - (Vol. 29, No. 8)

PSP Plaques were given to the following UNOPA members: Jeanne Andelt, Luise Berner, Debbie Henricks, Janet Hotzhauser, Sandy Lineberry, JoAnn Noonan, Linda Pence, Sheila Perry, Jeanette Theer, Sandy Watmore, and Lola Young.

*(Information obtained from UNOPA Notes Vol. 39, No. 8, Vol. 34, No. 8, and Vol. 29, No. 8)*

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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 professional 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 professionals with the University of Nebraska, as partners upholding the quality of service to the university educational system and the community.