



**University of Nebraska–Lincoln  
University Association for Administrative Development**

<http://uaad.unl.edu>

**UAAD Board Meeting Minutes**  
Wednesday, October 5, 2016, 12:00-1:00 p.m.  
Cottonwood Room, Nebraska East Union  
(Brown Bag Lunch)

**Members Present:** Andrea Balkus, Stan Campbell, Becky Carter, Jeremiah Doyle, Jason Farber, Charlotte Frank, David Hartline, Vicki Highstreet, Amy Lanham, Kacey Nelkin Pedersen, Shannon Parry, Pamela Peters, Rachel Szlag, Stephanie Vendetti, Karen Wills

**Members Absent:** Lori Bennett Baumli, Valerie Crook, Deborah Eisloeffel, Kate Engel, Shelley Harrold, Meg Kester, Keith McGuffey, Mike O'Connor, Douglas Pellatz Jr, Jennifer Rutt, Jenny Schnase, Jeffrey Sherrill,

**Call the Meeting to Order:** (12:00pm)

Approval of Meeting Agenda

Motion: Becky Carter / Rachel Szlag / Vote: Passed

Approval of Minutes-September 7, 2016

Motion: Shannon Parry / Second: Jerry Doyle / Vote: Passed

**Treasurer's Report: Pam Peters**

We had a revision to our Annual Budget prior to Sept. 30th. We increased our expense budget for Founder's Day by \$100. So our Annual Budget stands at Revenues \$5,525 and Expenses \$4,960, leaving a net profit of \$565. This budget was approved prior to Sept. 30, 2016, per our Bylaws.

**September Financials:**

Cash: \$3,682, an increase of \$620 from August

Foundation Acct: \$3,950 no change

A/R: \$2,135, an increase of \$1,060 from August

Total Assets: \$9,767

Revenues: \$1,680 - memberships

Expenses: \$0

**President's Report: Charlotte Frank**

**UNL Blue Light**

Online vote from our membership PASSED (58 responses with only 3 against recommendation) so the recommendation has been forwarded on to Owen Yardley.

**President Bounds Visit and Invite**

UNOPA is not being represented since their President said they have not been getting invites.

We should check to see if the UNOPA President Elect could sit in on the meetings.

Charlotte sat next to President Bounds and had great conversations while everyone was eating.

**Tobacco-Free Summit**

Running into road blocks of other groups not planning to attend.

Email invite was sent out by Christine Jackson, Vice Chancellor of Business & Finance

Spencer Hartman, ASUN President was unaware of the meeting but is planning to attend and stated he will not make any statements.

Charlotte always wants to have a 20-25 minute business meeting prior to our General meetings so that she can make sure everyone is updated on important announcements and issues.

President Bounds has promised Charlotte that he should be able to make a UAAD meeting. Chancellor Green is not available for Founders Day, so maybe President Bounds is available.

It was suggested that we provide an Open Forum type of meeting, if President Bounds is not available for a Board or General meeting) so he can give his full attention to us and vet our issues directly for him to pass on to the Board of Regents.

Charlotte will send an email with possible dates to his assistant.

President Bounds had three main issues:

1. Budgets
2. FSLA
3. Health Care

### **Bill Nunez Meeting**

Meeting set for the morning of our next General meeting.

### **Wellness on Wheels Booth**

Name of event has been changed to All About You

Emphasis is on total wellness and reaching out to faculty and staff

Four day event with two-hour time slots and UAAD has been invited to have a booth

Our booth should have signage (banner), flyers about events, membership applications, and Shannon will put together links to social media

### Nebraska East Union

October 20th & November 3rd

8-10am

Free to UNL student, CREC member or General Public

To register for this free event, go to [go.unl.edu/allaboutyou-east](http://go.unl.edu/allaboutyou-east)

### Nebraska Union

October 27th & November 2nd

8-10am

Free to UNL student, CREC member or General Public

To register for this free event, go to [go.unl.edu/allaboutyou-city](http://go.unl.edu/allaboutyou-city)

### ***POST MEETING EMAIL:***

Since many Board members were unable to make yesterday's Board meeting this is a follow up to Charlotte's announcement.

UAAD has the opportunity to promote our organization in conjunction with All About You <http://wellness.unl.edu/> a wellness initiative at Nebraska.

We are looking for one person to sit at the booth and provide information to staff about UAAD. The promotion materials will be completed by Shannon and Charlotte so you will not need to worry about having anything with you.

The two remaining dates are Thursday, Oct. 20 at the East Union or Wednesday, Nov. 2 at the City Union. Both are from 8 to 10 am. I will take whichever date is remaining so we are only looking for one person.

If you are interested please email Amy Lanham.

## **Workshop Invites**

Elijah from Fringe Benefits Committee meeting with TIAA-CREF (10% increase in premium this year and next)

How do we add a new committee? Jason will check the Bylaws. Stan was the liaison to the Police. Shannon will add the committee to the UAAD website.

## **Vice President/President Elect: Amy Lanham**

Faculty Senate Meeting - Meeting scheduled for yesterday was cancelled to attend IANR interviews

Executive Meeting

Nebraska Now program for high school students to take classes for credit

Concerns about the Brad Paisley on Thursday, October 13 at 7:30pm in parking lot north of stadium

Flu shots are done different now that the University Health Center is under Nebraska Medicine

## **Committee Reports:**

### **Standing Committees**

#### **Community Outreach (Jenny Schnase and Meg Kester)**

Humane Society Drop off Points

The Bay – They are setting up a meeting

#### **Employee Liaison (Rachel Szelag)**

Campus Recreation Advisory Council – Margo Young

1. Campus Rec hosted CRAC members for a dinner at Outdoor Adventures. CRAC members were assigned to CRec liaisons. Each member will report on his or her area every other month.
2. CRAC toured all CRec facilities. Some fields and courts are being removed to make room for other campus projects. Replacing Mabel Lee facilities will be a long-term challenge as the College of Education and Human Resources expands.
3. Stan Campbell is looking for a social media/video intern.
4. Weekend hours at the Campus Rec pool have been cut because of low attendance.
5. The next CRAC meeting is October 4.

Parking Advisory Committee Liaison – Daniel Shattil

Star Tran's contract with UNL expires next fall. The two parties are negotiating terms of a new contract.

Employee Fringe Benefits Committee-University Wide – Elijah Luebbe

I attended the fall U. Wide Fringe Benefit Board meeting. The primary discussion was the increase to health insurance premiums. As I'm sure everyone knows from President Bounds email, there will be a 10% increase in premiums this year. We expect the same increase next year, though my understanding is that that is not set in stone and will depend on what this year's claims look like. The other major topic discussed was the services that TIAA-CREF has to offer. We had representatives present at the board meeting. I've had brief discussions with Charlotte about having them come and talk to UAAD members.

Chancellor's Committee on Wellness – Suzanne Reinke

If you would announce the All About You Wellness Initiative Event that is happening.

Safety Committee Liaison – Casadi Johnson

Deans and Directors – Charlotte Frank

Chancellor's Commission on the Status of Women Liaison – Jennifer Rutt

Chancellor's Commission on Sustainability – Rachel Garver

Chancellor's Committee on Child Care – Jason Farber

Emergency Employee Loan Fund Advisory – Stephanie Welch

### **Membership (Lori Bennett Baumli and Keith McGuffey)**

We are currently at 92 members at our last update, with a few more to process. We have a total of 14 new members, so GREAT job recruiting—keep it up! We will be sending another reminder next week to past members to renew prior to the October general meeting, as well as sending invitations to new employees (they receive a comp one year membership). Don't hesitate to contact Keith or me to see if you've renewed or if your co-workers and friends have renewed!

### **Professional Development (Andrea Balkus, Becky Carter and Deb Eisloeffel)**

November 10 – StrengthsFinder at NET: Only have 5 people signed up so far and need a social media push. It was suggested that each email look different and done in a teaser format with fun statistics. Charlotte shares everything UAAD is doing with UNOPA and they share everything they are doing with her. We have better metric clicks if our events are sent out multiple times.

October 14 – “Fresh & Fierce” Paul Wesselmann, The Ripples Guy Returns

A unique opportunity for UAAD members, as well as the university community is Paul Wesselmann's return visit to Lincoln. Don't miss this exciting, engaging professional development opportunity.

We currently have 45 registered and still need more people to register

This is open to everyone including students.

It is being held during Fall Break for LPS elementary students, which may impact attendance.

### **Programs (Valerie Crook, Mike O'Connor and Kacey Nelkin Pedersen)**

Oct 19 – Teresa Paulsen from University Communication

Mar – Drone Lab

April – Kim Barrett

### **Publicity/Public Relations (David Hartline)**

No Report

### **UAAD Connect (Shelley Harrold and Stephanie Vendetti)**

Laurie and Keith let us know we have 14 new members, but only have 8 ambassadors signed up.

Working to set up the mid semester meeting and looking at October 17, but UNL and LPS Fall Break are at same time, so they will look for a date in November.

Suggested that the meeting not happen during the same week as the General Meeting.

### **Special Committees**

#### **Bylaws & Guidelines (Jason Farber)**

No Report

#### **Founders' Day (Kate Engel and Stan Campbell)**

February 15, 2017 in the Nebraska Union

Going to send out a Save the Date Card in November.

We used to assign a Board member to walk the presenter to the annual meeting.

#### **Awards (Jerry Doyle and Jeff Sherrill)**

Update the nomination materials (form and call for nominations) by the end of this week and next week.

Is anyone willing to look over the forms for feedback after Jerry has made changes?

Last year's initial nomination deadline was December 15 and was extended until January.

Looking to have the deadline before the Holiday Shut Down and then extend if needed.

There will also be an announcement in October.

An article was written from UNL Today and The Scarlet last year.

**POST MEETING EMAIL:**

If you have time and are willing, Jerry would appreciate any feedback you can provide on the three attachments in his email. If you have suggested edits, please make them in track changes. Also, please feel free to share feedback or suggestions on other parts of the award nomination process.

1. Awards Announcement in UNL Today
2. Awards Announcement via e-mail
3. Award nomination materials by next Friday, October 14.

**Nominations (Doug Pellatz)**

No Report

**Webmaster & Social Media (Shannon Parry and Jenn Rutt)**

Awards website is now two years old and will work at Jerry to update.

Every month Charlotte will provide a Message to the Membership for our UAAD monthly email and webpage.

Other events that are open to UAAD members but not sponsored by us is at the bottom of our home page.

**Other Business:**

Illustrator, storyteller, film director and exploratory rock climber Jeremy Collins will speak at 7:30 p.m. Oct. 5 in the Nebraska Union Auditorium on September 28, 2016. The event, sponsored by the University Program Council and the Outdoor Adventures Center, is free for University of Nebraska-Lincoln students with a valid NCard and \$5 for faculty, staff and the public.

UNL Week Without Violence: "Creating A Safer World"

October 8-20, 2016

Coordinated by the UNL Women's Center

For more information: 402-472-2597; 340 Nebraska Union; wcprogramming@unl.edu

Hubbard Lecture with Dr. Robin Kimmerer

Tuesday, October 25, 2016 | Center for Great Plains Studies, Great Plains Art Museum

6:00pm Public Reception | 7:00-8:30pm Lecture

"THE HONORABLE HARVEST: INDIGENOUS KNOWLEDGE FOR BIODIVERSITY CONSERVATION"

**Questions:**

None

**Adjourn:** (12:58pm)

**Important Upcoming Dates:**

UAAD Board Meeting – Nov 2, JGMC Ubuntu Room 202 (12:00-1:00pm)

Professional Development/Strength Finder Workshop – Nov 10, NET (8:30-12:30pm)

October Monthly Meeting: UComm Presentation – Oct 19, Nebraska Union Colonial A (11:45-1:00pm)

Paul Wesselmann: "Fresh & Fierce" Professional Dev Workshop – Oct 14, NIC Banquet Hall (12-2:00pm)