



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

<http://uaad.unl.edu>

UAAD Board Meeting Minutes
Wednesday, March 1, 2017, 12:00-1:00 p.m.
Gaughan Center-City Union-Ubuntu Room 202
(Brown Bag Lunch)

Members Present: Andrea Balkus, Becky Carter, Jeremiah Doyle, Deborah Eisloeffel, Kate Engel, Jason Farber, Charlotte Frank, Shelley Harrold, David Hartline, Meg Kester, Amy Lanham, Mike O'Connor, Shannon Parry, Douglas Pellatz Jr, Pamela Peters, Jennifer Rutt, Jenny Schnase, Jeffrey Sherrill, Rachel Szlag, Karen Wills

Members Absent: Lori Bennett Baumli, Stan Campbell, Vicki Highstreet, Keith McGuffey, Kacey Nelkin Pedersen, Stephanie Vendetti

Call the Meeting to Order/Introductions: (12:00pm)

Approval of Meeting Agenda

Motion: David Hartline / Second: Pam Peters / Vote: Passed

Approval of Minutes-February 1, 2017

Motion: Shelley Harrold / Second: Meg Kester / Vote: Passed

Treasurer's Report: Pam Peters

February Financials:

Revenues \$590.15 - \$20 Membership; \$0.15 Interest Earned; \$570 Founder's Day Registrations

Expenses \$1,583 - \$1087 Premier Catering for Founder's Day; \$92 Reimbursement to Jerry D. for Supplies for Award Committee; \$82 Reimbursement to Kate E. for Supplies for Founder's Day; \$172 Awards Unlimited for Plaques; \$150 Change Fund for Founder's Day

February Balances:

Cash: \$2,786 – Decrease of \$993 from January

Foundation Fund: \$3,183 – No Change from January

A/R Balance: \$2,935 – No Change from January

Total Fund Balance as of February 28, 2017: \$8,904 – Decrease of \$993 from January

President's Report: Charlotte Frank

Chancellor's Presentation (Feb 8)

Ronnie Green is unsure why there are two administrations: UAAD and UNOPA

Administrative in our name UAAD was an HR termed used until 1989 when changed to Managerial/Professional

Budget Response Teams

Being led by Bruce Currin and we meet in three half days each week.

Our group has reduced 38 items to 28 resulting in \$5million in savings in services and processes

Deadline is March 27 and on March 28, our group will go in front of the Screening Committee.

Charlotte will be meeting with Bill Nunez on March 7.

President Bounds Breakfast

March 31 before the next Board of Regents meeting

Smoking Policy Committee

We went under the radar for a while, but now we have a survey available as seen in Nebraska Today.

<http://news.unl.edu/newsrooms/today/article/input-sought-for-smoke-free-campus-policy/>

University Communications will be sending an email to all faculty and staff.

Chancellor's Installation (April 6)

Charlotte gets to wear regalia, read from a script on a teleprompter and sit on stage

Griesen Award

UAAD will not have a representative this year on the Exemplary Service to Students Award Selection Committee

Town Hall (April 3 at 8:30am)

Vice President/President Elect: Amy Lanham

Faculty Senate Meeting is next Tuesday, March 7

They will be having their bylaw update vote.

Committee Reports:

Standing Committees

Community Outreach (Jenny Schnase and Meg Kester)

Continue to help the UAAD Community Outreach Committee collect items for the Lincoln City Libraries' new Makerspace adventure! <http://ow.ly/TPxd307PsXO>

Lincoln City Libraries and UAAD are both missioned with providing learning initiatives. Together we can empower the creativity of the young in the community with in-kind donations supporting the Libraries' new Makerspace adventure which starts January 7, 2017. To learn more about this, please read the following article.

Drop off donations at any member meeting or donation site (1901 Y, 314 Canfield, NIC Ste 2220, 103 Ag Hall and 151 Whittier). Donations accepted through March 31, 2017

Mark your Calendars - The Bay Lincoln - Friday, March 24th Eventbrite: <http://ow.ly/qaCu308Dmqa>

The Bay Lincoln, located at 2005 Y Street, is a local coffee bar, skate park, and resource center with a concert venue that has an amazing story to share with you! Please join us at their location on Friday, March 24 from 12:00 pm to 1:00 pm to learn more and take a tour. This activity is a Brown Bag Luncheon. Look forward to seeing members there! For more information about The Bay Lincoln, visit <https://www.thebay.org/lincoln/>. RSVP information soon to follow.

Employee Liaison (Rachel Szelag)

Campus Recreation Advisory Council – Margo Young

The Campus Recreation Advisory Council continues to preview current and future plans for structural changes and improvements to recreation facilities on campus. Our focus recently has been on the 17th and Vine fields, the Whittier restrooms and on developments planned for the Textron property. The Campus Rec budget was previewed by CRAC. The budget subsequently was approved by ASUN. Recruiting CRAC members for next year has started. Fliers were distributed around campus, and interviews begin next week.

Safety Committee Liaison – Casadi Johnson

The Chancellor's University Safety Committee (CUSC) will host the spring Open Forum meeting at Nebraska East Union 3:00 – 4:00 p.m. on Tuesday, March 21, 2017. The campus community is invited to attend to share concerns or just observe the workings of the CUSC. The CUSC is a UNL committee established to assist the Chancellor by making recommendations of methods to reduce safety hazards at UNL. The campus community may contact the CUSC Chair at any time with safety concerns or questions and attend bimonthly meetings. The CUSC charter, as well as links to the list of members, upcoming agenda, meeting dates/locations, previous meeting minutes, the current year's goal and more, are available online. Plan to attend the upcoming Open Forum meeting!

Resources:

Chancellor's University Safety Committee: <http://ehs.unl.edu/chancellors-university-safety-committee-cusc#cusc>

Chancellor's University Safety Committee Guidelines SOP: <http://ehs.unl.edu/cuscguidelines.pdf>

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

CCSW extended membership invitations to new members, which expanded and diversified their roster. The staff council has sent a letter to Chancellor Green regarding issues they discussed with him during their October meeting, and plan to meet with him in March to continue the conversation.

Parking Advisory Committee Liaison – Daniel Shattil

No Report

Parking Appeals Committee Liaison – Jeanne Wicks

No Report

Employee Fringe Benefits Committee-University Wide – Elijah Luebbe

No Report

Chancellor's Committee on Wellness – Suzanne Reinke

No Report

Chancellor's Commission on Sustainability – Rachel Garver

No Report

Chancellor's Committee on Child Care – Jason Farber

Discussion of Review of Bills by the Board

Emergency Employee Loan Fund Advisory – Stephanie Welch

No Report

UNL Police Advisory Board – Jeffrey Sherrill

No Report

Membership (Lori Bennett Baumli and Keith McGuffey)

We have 147 members reported via email from Lori; Pam Peters reported one new member in February and thought total number was higher.

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

Wed, March 29, 2017, 8:30 AM – 11:30 AM at NET (15 people registered so far)

Register NOW on Eventbrite for this awesome UAAD Professional Development Opportunity - "Using Strengths to Manage Engagement" presented by Josh Erickson <http://ow.ly/p81T3094avQ>

Programs (Mike O'Connor and Kacey Nelkin Pedersen)

Matt Waite is all set and we are to meet him between 11:45-noon on March 15 over at the College of Journalism for the tour of the Drone Journalism Lab. We will not be holding the business meeting (or networking) before the tour. Charlotte is aware of this.

Update on Kim Barrett – she has us on her calendar for April 19, we are tentatively meeting her over at the Wellness Kitchen, although she has not confirmed this detail yet. We inquired about meeting 15 minutes prior to hold our business meeting and we're still waiting to hear back on that.

UAAD Year-End Picnic to be at the Wick Alumni Center on May 17 with sandwiches, chips and water provided by UAAD (same as last year).

Publicity/Public Relations (David Hartline)

No Report

UAAD Connect (Shelley Harrold and Stephanie Vendetti)

No Report

Special Committees**Bylaws & Guidelines (Jason Farber)**

No Report

Founders' Day (Kate Engel and Stan Campbell)

Great job and we had nearly 80 people attend!

We only have seven (7) UAAD mugs left.

Awards (Jerry Doyle and Jeff Sherrill)

Jerry is leaving Nebraska after 3 years. His last day is March 17 and he will be moving to be closer to family in Minnesota.

Submitted articles in Nebraska Today and The Scarlet.

Nominations (Doug Pellatz)

Doug is getting an email ready to send out for nominations: President, President Elect, Secretary and Treasurer.

Charlotte will need to check with current representatives and permanent committee contacts to determine term limit end dates.

Webmaster & Social Media (Shannon Parry and Jenn Rutt)

Shannon: Happy 150th Birthday to Nebraska and thanks Deb Eisloeffel for sharing Girl Scout Thin Mint cookies.

There is friendly competition between David, Shannon and Jenn on who can share information first to all of us.

Other Business:

Mindy Anderson-Knott and her student presented UAAD Member Survey Analysis and Initial Findings
(Presented after Agenda & Minutes Approvals and Treasurer's Report)

How did you determine what areas were Academic or Non-academic? Affiliated based on college and self-reported.

Not everyone that completed the survey provided their demographic information.

They will change Leadership/Non-Leadership Roles to Board Members/General Members

Four Themes:

1. Staff Organization Role
2. One Staff Concept
3. Staff Engagement
4. Professional Development

Questions:

There was a question about changing the bylaws and the answer is located in the Article IX Amendments.

<http://uaad.unl.edu/bylaws#nine>

ARTICLE IX. AMENDMENTS

These Bylaws may be amended by a three-fourths majority vote of the members in attendance at a regularly scheduled meeting of the Association, provided the proposed amendments were submitted to the membership in writing at least one month in advance of the meeting.

Adjourn: (1:04pm)

Important Upcoming Dates:

1. March Monthly Meeting, College of Journalism, 11:45-1:00pm (No business meeting due to space issues)
2. Professional Development, “Using Strengths to Manage Engagement” Josh Erickson, NET, March 29th 8:30-11:30am
3. Community Outreach, The Bay-2005 Y Street, March 24th 12:00-1:00pm, Brown Bag Lunch
4. UAAD Board Meeting, Gaughan Center Ubuntu-Room 202, April 5, 12:00-1:00pm