

UAAD Executive Board Meeting
Wednesday, Jan 5, 2011-12:00 pm
UNL City Union
(Final)

Members Present: Nancy Myers, Helen Fankhauser , Al Stark, Michele Deaton, Deb Dahlke, Sara Weixelman, Kim Barrett, Julie Thomsen, Randy Leach, Vicki Highstreet, and Charlotte Frank (Linda Ratcliffe present to discuss UAAD/UNOPA Joint Meeting)

Call to Order: President Nancy Myers called the meeting to order at 12:00 p.m.

Secretary's Report-Charlotte Frank:

- a. December Board meeting minutes were approved.

President's Report-Nancy Myers:

- a. Nancy led discussion of the current UAAD mission statement on website and the proposed changes since presenting this for consideration at the December meeting. As result of discussion, suggestion was made to eliminate "managerial/professional" from the statement regarding employees. Board agreed upon the following mission statement: "UAAD's mission is to provide leadership, networking, professional development and growth on behalf of the University of Nebraska-Lincoln's employees. UAAD serves as a partner in contributing to the University mission of teaching, research and service/outreach".
- b. Nancy will work with Michele to wordsmith the by-laws in addressing "leadership" as the next step in revisions.

Treasurer's Report-Nicki Evans (absent):

- a. In Nicki's absence, Nancy reported she had talked with her and indicated she would have her report completed by mid-January. Nancy asked if the bills had been received for the Graze and Mingle and the Professional Development workshop and Vicki reported she had received the bill for the workshop.

Program Committee- Vicki Highstreet :

- a. As UAAD Liaison for the UNOPA/UAAD Joint Meeting, Linda Ratcliffe was in attendance and reported on the plans. As of this date, 24 registrations had been received. There had been concerns voiced by members of both organizations that the requirement by the Wick Alumni Center to purchase lunch for the meeting was a determining factor in the low registration number. Other issues included food allergies or special diets which would not be satisfied with the menu choices. There will be no social consciousness efforts at this meeting. Al or Julie will talk about Founder's Day and the awards at this meeting in the UAAD business portion.
- b. Vicki asked the Board for suggestions for the remaining meetings to focus on this year's theme of "innovation". Deb recommended we consider inviting all of the new deans to one of the meetings. Linda suggested UAAD consider finding ways in which, as an organization, we could provide support to UNL employees whose positions may be affected by the current budget reduction efforts. Because "networking" is noted in the mission statement, there was discussion as to how we should take responsibility for this to, at the least, UAAD members. Comments from Deb, Sara, Al and Nancy supported assistance and information being provided.

Membership-Jennifer Hellwege (absent):

- a. In Jennifer's absence, Nancy reported 210 current UAAD members with 61 new members to date. She noted this to be the highest membership since the 2001-2002 year. Discussed all names being added to listserv. Some of the new members are the result of non-member attendees at the Professional Development workshop having received one year free UAAD membership.

UAAD Website Update-Dave Sockrider (absent):

- a. Nancy is working on getting updates current on the website and will be working with AI to accomplish this.

Professional Development-Valerie Lefler (absent):

- a. Members discussed the success of the December 14th Professional Development workshop, Successful Project Management. Julie reported she had requested feedback from those who attended from NET and received good feedback on the content and the presentation. She encouraged these individuals to send their responses to the presenter. Vicki suggested that with the positive response to this workshop that we consider repeating it next year or later. Members mentioned the appreciation for those departments who paid for their staff to attend. The possibility of promoting the Professional Development workshops outside of UNL was discussed but no decision to pursue effort at this time.
- b. The Continuous Process Improvement workshop will be presented in late March.

Social Consciousness-Beth Hartman (absent):

- a. No discussion regarding this committee.

Founders Day-AI Stark:

- a. AI reported that LuAnn Detwiler and Darrell Swanson are working with him in developing the program for the Founder's Day meeting which will include a brief history of the 49 years of UAAD and opportunities as UNL enters the Big 10 Conference this year. Bill Nunez will be the speaker/presenter. AI requested suggestions for the lunch items and specifically salads and desserts. Lunch will include "Build Your Own Sandwich" and will have a total cost of \$13.50/person. Decision was made to have a mixed green salad, fresh fruit salad, brownies and carrot cake. Those who wish to bring their own lunch will have that option as the meeting will be in Nebraska Union-City Campus. The meeting will be February 16th.
- b. Sara discussed posting of this event on various UNL sites and publications and Kim indicated there is the ability of posting one notice for multiple communications.
- c. There was discussion about archiving UAAD documents from years past and the possibility of using the Nebraska State Historical Society or UNL Library Archives were mentioned. Michele will follow-up on this issue.

Oldt/Donaldson Awards-Julie Thomsen:

- a. Julie reported that nominations are currently being sought for the Oldt and Donaldson Awards. The information is on the website with new nomination forms included.

Communications Committee-Sara Weixelman:

- a. Sarah informed the members the newsletter is completed and will be posted this week. The Founder's Day event is noted in the newsletter and Julie will send a reminder in one week. The deadline is February 1st for nominations.

Other items:

None