



UPDATE

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<http://uaad.unl.edu>

There's Wildlife Out There!

with Sheila Kepler

Do you ever think people sometimes resemble animals? Have you lately come across a lion who roared at you, or a playful otter who was filled with energy? Or how about a beaver who just kept right on chewing in order to keep on task, or a friendly, kind and helpful golden retriever? Who are these people and how can you better communicate with each of them? Nothing can be achieved without combined cooperation, commitment, and communication. Join us in this session and you will discover:

- Reasons why we sometimes do not always communicate
- Your preferred personal style of communication
- How to identify other people's preferred style of communication
- Tips on how to better communicate with other styles
- Natural conflicts that exist between different styles
- How to live happily with the wildlife in your life

About our presenter, Sheila Kepler

See Kepler on page 2

President's Message

Dear UAAD Members,

I love fall. The leaves are beautiful and temperatures are dropping to comfortable levels. In my family, we called the cooler temperatures 'good sleeping weather' because we camped a lot and slept so much better with cooler temperatures than we did with the hot, muggy nights. I have heard many good things about the October professional development and want to thank Yoko Smith and Suzanne Drew for making it happen. I hope everyone who attended took away at least one positive thing. Thanksgiving is just a few weeks away and, as you plan your meals for family and friends, I hope you will participate in our November Social Consciousness project. See the list of specific items to fill student backpacks on page 2 of this

See President on page 3

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UAAD Cares, November

Backpack Program

The Lincoln Food Bank/LPS BackPack Program debuted during the 2004-2005 school year at Clinton School, sending home food-filled backpacks on Friday afternoons with 50 kids. Last year, the program distributed 500 backpacks a week to Clinton, Elliott, McPhee, Everett, Hartley, West Lincoln, Belmont, and Hawthorne students.

The need is great. Many of our community's children rely on Lincoln Public Schools lunchrooms for their most nutritious meal of the day. In some cases, the school breakfast or lunch is the only meal a child receives. Census figures reveal there are 6,500 children under the age of 18 living below the poverty line in Lancaster County. This school year, 4,551 students are participating in the LPS free lunch program. With the help of the Community Health Endowment, Lincoln Food Bank/LPS BackPack Program is supplying each BackPack Student with two pieces of fresh fruit weekly and a voucher for a gallon of milk on a monthly basis. Join the Food Bank and area schools in their efforts to feed hungry children and their families.

You can help by bringing the items listed below to the November 14th meeting. To help even more, ask for donations from everyone in your department and bring them to the meeting or contact Dodie Eveleth (472-5312 or develeth2@unl.edu) to arrange a time to have donations picked up.

Kepler from page 1

Sheila Kepler retired from Southeast Community College in 2007, where she was the Director of Faculty and Staff Development. Her major responsibilities were to create, develop, present, and coordinate seminars for all SCC personnel.

Prior to her arrival at SCC Sheila designed and presented leadership and management training workshops throughout the Midwest. She has over 30 years of experience in training and adult education. Sheila spent over a decade with the University of Nebraska's Center for Leadership Development as a seminar presenter, facilitator, and coordinator. During her tenure at UNL she also taught the Introduction to Leadership to UNL undergraduate students. While at

the University Sheila received the Parent's Award for Outstanding Teaching for five consecutive years, received the UNL Hollings Award for Outstanding Teaching, was honored by Mortar Board with the "People Who Inspire Award," received the first annual "Starfish Award for People Who Make a Difference,"

was the first runner-up for the Alpha Phi International Award for Outstanding Teaching, and was selected by the Association of Students at the University Of Nebraska (ASUN) as the "Outstanding Educator of the Year."

Currently Sheila is the President of EsKay Enterprises, a professional management and consulting firm. The mission of her company is to provide learning opportunities to educational and business organizations, working with them in areas such as leadership, human relations, and professional and personal growth and renewal programs to help people discover and build on their full potential. ☎

Thank you!

The Harvest of Books representative reported you donated \$80 worth of books for the 2007 drive.

BackPack Program Wish list:



- 18 oz. Grape Jelly (plastic jar)
- 18 oz. Peanut Butter (plastic jar)
- 26 oz. Spaghettios
- 11.5 oz. Juice concentrate (non frozen or refrigerated)
- 14 or 15 oz. boxes of Cheerios.
- 18 oz. cans of Fruit
- 1 pound package of Rice
- 32 oz. Complete Pancake Mix (just add water)
- 24 oz. bottles of Syrup (plastic jar)
- 6 oz. cans of Tuna Fish (packed in water)
- 7.25 oz. Tuna Helper
- 16 oz. cans of Refried Beans ☎

Member Spotlight

Josh White

I work in the Nebraska Athletic Department as the Assistant Athletic Director for Compliance and Planning. I have been here since January, 2006 and am responsible for the education, monitoring and enforcement of NCAA rules for our student-athletes, staff, coaches and fans. In my planning role, I concentrate on the development and facilitation of the athletic department's strategic planning efforts. In my previous life I was employed at the National Collegiate Athletic Association (NCAA) from 2002-2006 and the University of Nebraska at Omaha from 1999-2002. I am a UNL graduate ('95 and '99) with an undergraduate degree in psychology and also a law degree. I enjoy my work both because of the subject matter and the people I work with.



Josh White
Assistant Athletic Director
for Compliance & Planning
UNL Athletic Department

Tell us about your family.

My wife, Jenn, is an Omaha native, UNL graduate and an interior designer with Interiors Joan and Associates in Lincoln. We have one son, Leo, who is 19 months and is always on the go. Since I grew up out west, my family is fairly spread out with relatives in California, Nevada, Colorado and Nebraska.

What do you see as one of the biggest turning points in your life?

Tearing my achilles tendon during law school. It really helped me not take my good health for granted.

Who has been the most important person in your self-development?

My Grandfather. He has always been able to motivate and inspire me and at the same time be honest with me.

What is the last good book you read?

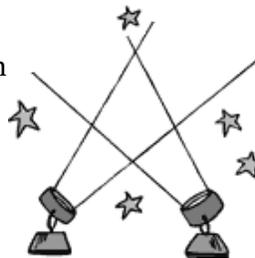
Go Put Your Strengths to Work by Marcus Buckingham

Favorite TV Show

The Office

Favorite Lincoln Restaurant

A tie between Lazlo's and the Green Gateau 🍷



Reward a Deserving Staff Member

You know a deserving staff member, so why not take the time now to reward them? UAAD is accepting nominations for the 2008 **Carl A. Donaldson Award** for Excellence in Management and the **Floyd S. Oldt Award** for Exceptional Service to the University. These awards are presented annually to managerial/professional staff at the UAAD Annual Founder's Day meeting in February. The award recipients each receive a plaque, a \$1,000 stipend and a one-year membership to UAAD. Nomination forms and criteria are available on the UAAD web site at <http://uaad.unl.edu>. Although nominations are not due until **February 1, 2008**, it's never too early to begin the process. 🍷



MARK YOUR CALENDAR

Graze & Mingle

Wednesday, December 5

11:45 am – 1:00 pm

Selleck Dining, Presidential Room

**Reservations Required
(no sack lunches, please)**

**Look for more information
in next month's Update**

President from page 1

newsletter. These items will feed hungry children and their families in Lincoln. I was thinking back to the last time I worried about feeding myself or my family. I was single, my last semester of college. Over 25 years ago.... (!) I am so thankful that on my 'worry list', I don't have to worry that my family won't be fed tonight. I am asking you to join with me to take that item off of other families' lists as well. Please donate generously. Our November program is Sheila Kepler who will continue our theme of improving communication. I have heard Sheila speak and she makes it easy to pinpoint personality types so that you know the best way to communicate with a person. She has some awesome visuals that help you retain this information so you can use it every day. It promises to be a great discussion and I urge you not to miss this one! Please note that the December meeting is early this year! We will hold our meeting on December 5th rather than later in the month. More information coming on this meeting soon! In the meantime, enjoy the changing colors and cooler temperatures.

Jeanne Wicks
UAAD President 🍷

UAAD Members in the Community...



Want to see fellow UAAD members **Brian Keiser and Patrick Barrett** in a musical?

They sing and dance and have a great time with many other talented people. Sheridan Drama Ministry is pleased to announce that this year's Dinner Theatre production will be **The Music Man**. Performances will be held **November 9,-11, 15-17**. Dinner begins at 6:00 pm with the performance starting at 7:30 pm. Dinner is optional; however dinner ticket holders will have the choice to sit in a reserved center section for the performance. Advanced reservations are encouraged. Proceeds from the event will benefit City Impact and Sheridan Mission Teams. Consider purchasing an extra present(s) to help local, low-income children at City Impact's "Gifts of Love"™ Christmas Store. For suggested gifts, go to www.cityimpact.org. Please bring unwrapped gifts to Sheridan Lutheran during the Music Man performances or by December 9. Ticket prices are \$15 for dinner and the show or \$8 for the show only. Tickets are available by calling the church office at 402-423-4769, or by emailing your request to tickets@sheridanlutheran.org.

Sheridan Lutheran Dinner Theatre
November 9-11, 15-17, 2007
6:00 PM Dinner
7:30 PM Performance

How To Give Positive Feedback

F. John Reh, *Your About.com Guide to Management*

Don't ever underestimate the power of positive feedback. We are quick to point out to someone when they make a mistake. Sometimes we forget to acknowledge them when they do something right. Giving positive feedback can be a powerful tool for employee motivation. Here's how to use it most effectively.

Difficulty: Easy

Time Required: Very little

Here's How:

1. **Do it now.** Positive feedback is too important to let slide. Say something right away.
2. **Make it public.** While negative feedback should be given privately, positive feedback should be given publicly. Do it in front of as large a group as appropriate.
3. **Be specific.** Don't just say "Good job, Sally." Instead say something like "Hakim, that new procedure you developed for routing service calls has really improved our customer satisfaction. Thanks for coming up with it."
4. **Make a big deal out of it.** You don't want to assemble the entire company every time you give positive feedback, but do as much ceremony as the action warrants.
5. **Consider the receiver.** It is important to consider the feeling of the person receiving the recognition. For a very shy person, thanking him in front of his workgroup is probably most appropriate. For another person, you might hang a banner, balloons, and streamers in the department area.
6. **Do it often.** Don't wait for the big successes. Celebrate the small ones too.
7. **Do it evenly.** Big successes need big recognition; small successes need smaller recognition. If you throw a party for every small success, you diminish its effect for a big success.
8. **Be sincere.** Don't praise someone for coming in on time. Don't congratulate someone for just doing their job. People will see right through you. Really mean it when you give positive feedback. 🗣️

