



University of Nebraska–Lincoln
University Association for Administrative Development

<http://uaad.unl.edu>

UAAD Board Meeting Agenda

Wednesday, October 1, 2014

12:00 p.m. – Gaughan Center, Unity Room/212 (City Campus)

Please Double Check the Directory for the Room

(Brown Bag Lunch)

Attendance: Nicole Smith, Becky Carter, Charlotte Frank, Becki Barnes, Sara Weixelman, Pam Peters, Rene Mayo, Amy Lanham, Vicki Highstreet, Carlos Lopez, Karen Wills, Deb Eisloeffel, Shannon Parry, Dodie Eveleth, Heather Stalling, Jenny Schnase, Tony Lazarowicz

1. Call the Meeting to Order/Introductions 12:03
2. Approval of Meeting Agenda Motion: Vicki Highstreet Second: Becki Barnes
3. Approval of August Minutes Motion: Shannon Parry Second: Karen Wills
4. Treasurer's Report – Jenny Schnase Motion: Sara Weixelman Second: Pam Peters
5. President's Report- Kate Engel
 - a. Thanks to Becky Carter for running the UAAD Board meeting. I'm sorry that I'm absent today.
 - b. Deans & Directors Meeting Update
 - i. Dr. Bellows gave an update on UNL's Reaccreditation Process. Please visit go.unl.edu/reaffirm for more information. Dr. Bellows and her team will come to the November 5 UAAD Board meeting to share information with us about the reaccreditation process – this will take up at least half of the November 5 UAAD Board meeting.

Bill Nunez gave an update on the new incident reporting system, TIPS. This can be found in UNL Today website footer. TIPS is not connected to university servers, so this incident reporting system can truly remain anonymous. Please use this system to report incidents related to:
 1. Personal Safety & Security
 2. Discrimination & Inappropriate Behavior
 3. Sexual Misconduct
 4. Violation of University Policy
 5. Work Place Concerns
 6. Acts of Kindness
 7. Other
6. President Elect Report – Becky Carter

- a. Faculty Senate Meeting update
 - September: Distance Ed/Tuition Model discussion
 - Faculty Compensation discussion
 - Faculty Governance

7. Committee Reports/Updates

- a. Professional Development – Lindsay Augustyn & Deb Eisloeffel
 - i. Cohorts- October 10, 5:30 p.m., Ploughshare Brewing Company, 1630 P, in the loft.
 - ii. Negotiating Power in Bureaucracy - October 16, 9-11 a.m., NET Building, 1800 N. 33rd St.
 - iii. Book Club Session – Lean In October 21, 12-1 p.m., 13B Avery Hall, City Campus, Math Resource Center
 - iv. Nancy Myers workshop Dec 11 1-3pm Appreciative Inquiry, NET Building, more information to come
- b. Founders’ Day - Dodie Eveleth & Shannon Parry
 - Visited NET’s space, beautiful space, will be in contact with caterer.
- c. Awards – Rene Mayo & Pam Peters
 - Getting ready to send out email to all members for call for Awards.
 - Going to contact UNL Today to send out as well
 - Dec 16th due date for awards
- d. Nominating – Karen Wills
 - No report
- e. Membership – Amy Lanham
 - New memberships dues are still coming in- 3 new members- THANKS TONY LAZAROWICZ!!
 - i. Membership Fees Discussion Continued
 - ii. What do the bylaws say, Charlotte?
 - Bylaws- maybe adjusted with the approval of $\frac{3}{4}$ vote of normal business meeting and have to give 10 days notice to members.
 - Discussion on benefits and drawbacks on 1-2 year membership fees. **Consensus on yearly rate.**
 - This membership fee raise- is it to cover the professional developments? To cover the lunches? Etc. This may help supplement workshops but it may not provide every cost for every speaker.
 - Becky, Kate, Charlotte and Jenny will work on language to bring back to the board to review. Bring this up initially in October that we want to vote on this in November.

1. Decisions needed:

- a. Will we raise membership fees? If so, by how much?

Increasing membership fees to \$20/year to begin April 1, 2015 and drop the 2 year discounted membership Motion- Becki Barnes Second- Jenny Schnase

- i. Just an FYI – UNOPA membership fees are \$15 and they do more fundraising on the side.

- b. When do we plan to implement the fee increase?

Starting April 1, 2015 increase the fees. Motion- Dodie Eveleth Second Becki Barnes

- f. UAAD Connect – Heather Stalling & Shelley Harrold
Sent out invitations, 14 interested individuals. Closes on Thursdays, matches on Monday.
Brownbag on October 10th
- g. Programs – Carlos Lopez
 - i. December Graze & Mingle
 - 1. **Decisions needed:**
 - a. Where will the event take place?
Still looking for a place- Innovation Campus? Quilt Center? Schorr Center? Great Plains Center?
 - b. How much will members be charged to attend?
Previously did at Valentino’s Buffet- no longer an option; Subsidized \$200 previously- may still have that.
 - ii. Graze & Mingle Presentation- short presentation
 - h. Employee Liaison – Becki Barnes
No report
 - i. Publicity/Public Relations – Erin Wirth & David Hartline
No report
 - j. Webmasters & Social Media – Sara Weixelman & Mike O’Connor
Look at your various sites and send Sara any updates
 - k. Community Outreach – Tony Lazarowicz & Stephanie Vendetti
Need volunteers for Habitat for Humanity on October 11th
 - l. Bylaws – Charlotte Frank
No report
- 8. Other items/new business
- 9. Questions?
- 10. Adjourn 12:57pm

Mark your calendar – UAAD has so many great things going on!

- 1. **UAAD Cohort Launch F.A.C.** – October 10, 5:30 p.m., Ploughshare Brewing Company, 1630 P, in the loft.
- 2. **Habitat for Humanity Volunteering** – October 11, 2 shifts: 8-11:30 a.m.; 12:15-4 p.m., visit <http://go.unl.edu/habitat> to sign up.
- 3. **UNOPA Monthly General Meeting** – October 14, 11:45 a.m.-1 p.m., Gaughan Center
 - a. UAAD is invited to attend this meeting to learn more about the 2016-2017 UNL Reaffirmation of Accreditation Process. A registration form was sent out on Sept. 23. Please complete this if you plan to attend.
- 4. **UAAD Monthly General Meeting** – October 15, 11:45 a.m.-1 p.m., Nebraska Union
 - a. Speaker: Dr. Samuel J. Meisels, Founding Director, Buffett Early Childhood Institute
- 5. **UAAD Professional Development Workshop: “Negotiating Power in Bureaucracy”** - October 16, 9-11 a.m., NET Building, 1800 N. 33rd St.

6. **UAAD Book Club Session** – October 21, 12-1 p.m., 13B Avery Hall, City Campus, Math Resource Center
7. **Making Strides Against Breast Cancer walk – Steppin’ for Gretchen** – October 26 @ Holmes Lake Park
 - a. If you would like to take part in the Making Strides Against Breast Cancer walk in honor of Gretchen Walker please complete the registration form that was sent out. Please contact Mary Guest, NEOPA President, with questions @ mary.guest@unl.edu or (402) 613-2430.
8. **UAAD Board Meeting** – November 5, 12-1 p.m., Nebraska Union
9. **People’s City Mission Volunteer** – 2 dates to pick from, visit <http://go.unl.edu/pcmvolunteer> to sign up.