**UAAD Board Meeting**

**Wednesday, March 6, 2013**

**Nebraska Union Pewter Room**

**Members Present**

Deb Dahlke, Michele Deaton, Kate Engel, Jason Farber, Jim Fischer, Charlotte Frank, Angi McAndrews, Duane Mohlman, Al Stark, Julie Thomsen, Sara Weixelman, Karen Wills

**Call the Meeting to Order** (Julie Thomsen for Vicki Highstreet)

2013-2014 UAAD President Elect Julie Thomsen called the meeting to order at 12:02pm.

**Approval of Meeting Agenda** (Julie Thomsen for Vicki Highstreet)

Duane Mohlman made a motion to approve UAAD Board Meeting Agenda for Mar 6th.

Sara Weixelman seconded the motion. The agenda was unanimously approved.

**Approval of February Minutes** (Karen Wills)

Angi made a motion to approve UAAD Board Meeting February Minutes.

Charlotte Frank seconded the motion. The agenda was unanimously approved.

**Treasurer’s Report** (Jason Farber)

**February 2013**

**Revenue:**

Deposit – Founders Meeting Registration Fees $375.20

Foundation Contribution (Feb 28) $15.00

**TOTAL REVENUE $390.50**

**Expense:**

Founders Day (Catering, Programs, Balloons) $574.65

**TOTAL EXPENSES $574.65**

**Assets:**

Cash – Wells Fargo Checking Account $4,854

Foundation Account $3,920

Accts Receivable – UNL Cost Center $1,071

**TOTAL ASSETS** **$9,845**

Jim Fischer made a motion to approve UAAD Balance Sheet as of Feb 28, 2013.

Sara Weixelman seconded the motion. The agenda was unanimously approved.

**President’s Report – Vicki Highstreet**

* March 6 Board Meeting – Vicki out of town
* Meeting with Bill Nunez once per quarter – Meeting was February 19
* Meeting with Deans & Directors once per quarter – Meeting was February 12
* Although the quarterly meeting with Bill is one hour and includes both the UNOPA President and the UAAD President it was done a little differently this quarter. UNOPA President, Linda Luedtke met with him the first half hour and Vicki met with him the last half hour. Vicki would suggest that this is the format used in the future. It was much easier to speak to specific issues related to managerial/professional staff.
* Per last board meeting, put in the request to have the Chancellor be a part of discussion forum. Bill is making The Ask. He will let Vicki know if/when this might be a possibility.
* Per Faculty Senate item below – Vicki initiated a discussion with Bill regarding how we might approach our involvement with this group. It was suggested that Vicki communicate with Karen Griffin (Coordinator Faculty Senate) based upon her perception, what ways UAAD might connect with this group. Vicki is contacting Karen and will report at the next board meeting.
* Meeting with Deans & Directors once per quarter. (February 12)
* IANR Dean Ronnie Green shared the positive progress that they are making on the Chancellor’s five year goals. The Departmental Wellness Awards were announced. Admissions shared their strategic plan for the recruitment and retention of students. Vicki suggests that we invite Admissions to a future meeting of the members to show their outline, identifying ways that managerial/ professional staff members play a role in their success.
* Congratulations to Amy Lanham for receiving the Floyd S Oldt Award and Dodie Ebeleth for receiving the Donaldson Award!
* Thanks to Erin Wirth and Sally Buckholz for the great job of coordinating the Founder’s Day activities!

**Faculty Senate Report – Julie Thomsen**

* Part of the report from Faculty Senate for UAAD Board discussion:

**5.1 Review of Executive Committee Goals**

The Executive Committee reviewed its goals for this year. Woodman noted that there has been no connection with UNOPA and UAAD other than having a representative from these organizations on the Senate. He suggested inviting them to a meeting to see if there are mutual concerns that can be addressed. Schubert agreed and noted that he received an email message from a staff person asking if he would address increasing staff salaries with the Chancellor. He pointed out that he did raise the issue with the Chancellor but suggested that there could be further discussions with UNOPA and UAAD about this issue and perhaps other issues.

* Julie will solicit input from the UAAD Board for each meeting
* Sara said we can’t get mired into discussions about staff salaries since there are other factors involved that we have no control over
* Deb mentioned Tuition Remission was a common issue as well as the Plus One Benefits that have been discussed
* To be continued

**Program Committee – Michelle Deaton**

* March: Diane Mendenhall – Stand Up for Nebraska (Nebraska Union)
* April: Dr. JoAnne Owens-Nauslar – Looking Ahead and Reaching Back: Lessons in Living for the Sandwich Generation (Nebraska Union)
* May: Year End Picnic (TBD) Has been done at Campus Rec in past years
* Al agrees with having in on campus for better participation and an indoor venue

**Founders Day – Erin Wirth (Absent) & Sally Buckholz (Absent)**

* Wrap up/suggestion for next year
* Julie commented that it was a nice event, well done with fairly good attendance
* Sara said the food was really good
* Kate explained the Donaldson family love to be there
* Having people pay at the event worked well and was much less hassle than having them send checks through campus mail

**Awards – Jim Fischer/Randy Leach**

* Wrap up/suggestion for next year
* We missed the February addition of The Scarlet, but that was a day before the deadline and we had snow the next day
* Jim is sleuthing around to find out who hangs the award plaques in Canfield to get the winners names permanently etched

**Bylaws – Michele Deaton**

* Mentoring Committee is not currently mentioned in the UAAD Bylaws so would it be a Special Committee or Standing Committee
* Michele will be proposing to add the word “mentoring” in Standing Committees

**Professional Development – Charlotte Frank**

* April 18 – Dr. JoAnne Owens-Nauslar – Secure Your Own Mask FIRST!: Managing Your Own Health
* With Paul Wesselman UAAD/UNOPA were free and others are $20
* UNOPA is not doing any professional development and is tagging with us all year
* Linda Luedtke has requested the registration form be completed and ready to hand out at UNOPA’s general meeting on March 12th.  We will need to finalize issues related to cost/no cost for UNOPA members prior to completing the form and Julie will be following up with Vicki on this issue.
* Kate mentioned she saw on Facebook the next UNOPA meeting on Tuesday, March 12th is open to everyone since it’s a brown bag featuring speaker Dr. Dennis Molfese, head of the Big Ten/Committee on Institutional Collaboration’s Traumatic Brain Injury Research.
* Owens-Nausler is only charging us $1,200 so we will have extra for treats, but we need to go through Chez Hay since the event will be in the Jackie Gaughan
* Michele asked since UNOPA is considering this as one of their professional development events, are they putting in any financial contributions
* Deb explained UNOPA is financed by the Chancellor Office and they receive additional income from a parking lot where UAAD only has membership dues
* Kate added in that UNOPA also recently had a pasta fundraiser
* Julie said it would be appropriate for Vicki to contact and speak directly to Linda, so she will send an email to them and copy Charlotte
* Taking pictures for events to have a historical
* Kate reminded us the photographer is $35 an hour. Craig Chandler is the contact and he or Greg are flexible on when we want photos taken during an event

**Community Outreach – Erin Wirth**

* From Erin’s email on Monday, March 04, 2013 11:42 AM to the UAAD Listserv:

For our March community outreach project, we will be supporting the women in our community by supporting UNL's **Women's Week**. Coordinated by the UNL Women's Center, Women’s Week celebrates the accomplishments and acknowledges the struggles of women.   
UAAD will be showing our support of Women's Week by attending the following luncheon as a group:  
Leadership Luncheon: **Developing a Professional Persona**  
Date: **Monday, March 11th**  
Time: **11:30 a.m. – 1:00 p.m.**  
Location: **Nebraska Union**

* The Big Event registration deadline is March 29th (Kate and Sara have signed up)

**Website – Mike O’Connor (Absent), Al Stark**

* Mike emailed Julie to ask if we want a demonstration during the first Board meeting of the new year to go over how to update the UAAD website using CMS

**Employee Liaison – Patrick Barrett (Absent)**

* 1. Campus Recreation Advisory Council – Karen Kassebaum
  2. Chancellor’s Commission on the Status of Women – Melissa Townsend
  3. Employee Fringe Benefits Committee University-wide – Kimberly Barrett
  4. Parking Advisory Committee – Dan Shattil
  5. Parking Appeals Committee – Gene Hogan, Ken Reining & Phil Berlie
  6. Safety Committee – Allan Specht
  7. Chancellor’s Committee on Wellness – Cathy Jewell
  8. Chancellor’s Commission on Environmental Sustainability – Rod Chambers
  9. Emergency Employee Loan Fund Advisory – Sally Buchholtz
  10. University of Nebraska Ambassadors University-wide – Kate Engel
* Appropriations Committee released preliminary biennial budget recommendation proposing increases in state funding for the University of Nebraska of just 2.2% and 2.8% for the next two years.
* Our proposed “affordability compact” with the state includes commitment to freeze tuition for Nebraska students for the next two years if Legislature provides necessary state funds. At this much lower appropriation proposed by the committee, it is unlikely that we would be in a position to recommend a tuition freeze
  1. University Child Care Committee – Roshan Pajnigar

**Communications – Sara Weixelman**

* Vicki included, “Another great newsletter!”
* Facebook page has 26 LIKES but I need at least 30 to get stats
* Photos are great and make

**Membership – Amy Lanham (Absent)**

* Current Membership Numbers: 149
* Renewals: 0
* New: 0

**Nominating – Angi McAndrews**

* April voting to announce names in May
* Al has updated our Interest Inventory Form and it is now available as a link
* Sara will be designing the flyer
* We have set a deadline of May 20th
* If we are adopting the Mentoring Committee in April, do we include it
* Kate said if we need a chair for the Mentoring Committee, we could possibly get Becky Carter
* Angi will upload the Interest Inventory Form onto the UAAD website
* Julie encouraged us to reach out to co-workers

**Mentoring – Kate Engel**

* Another survey will be going out soon for the second group
* Many people have stopped me and given positive verbal feedback
* Current mentors and mentees are being encouraged to stay connected

**Other Items/New Business**

Sara Weixelman made a motion to adjourn the UAAD Board meeting.

Deb Dahlke seconded the motion. The meeting was adjourned at **TIME?**