



University of Nebraska–Lincoln
University Association for Administrative Development

<http://uaad.unl.edu>

UAAD Board Meeting Minutes Wednesday, February 3, 2016, 12:00 p.m. – 1:00 p.m. Nebraska Union (City Campus) – Heritage Room

Members Present: Lori Bennett Baumli, Ashley Bjornsen, Becky Carter, Jerry Doyle, Deb Eisloeffel, Kate Engel, Charlotte Frank, David Hartline, Amy Lanham, Mike O’Connor, Doug Pellatz, Andrea Schreiber, Erin Wirth, Karen Wills, Margo Young

Members Absent: Lindsay Augustyn, Jeremy Caldwell, Shelley Harrold, Vicki Highstreet, Tony Lazarowicz, Rene Mayo Rejai, Shannon Parry, Pam Peters, Heather Reed, Jenn Rutt, Jenny Schnase, Julie Thomsen, Virginia Uzendoski, Stephanie Vendetti

1. Call the Meeting to Order (12:04pm) / Introductions (Davis & Garret Carter: LPS Snow Day)
2. Approval of Meeting Agenda Motion: Margo Young / Second: Kate Engle / Vote: Passed
3. Approval of Minutes Motion: Margo Young / Second: Andrea Schreiber / Vote: Passed
4. Financial Report – Pam Peters
 - a. January Revenue: Memberships \$40.00
 - b. Total Revenues for January 2016: \$60.00
 - c. January Expenses:
 - d. Cash – Wells Fargo Checking Account: \$2,780.00
 - e. Foundation Account Balance: \$3,950.00
 - f. Accounts Receivable with UNL: \$2,080.00
 - g. Other:
5. President’s Report – Becky Carter
 - a. Deans & Directors Meeting Update (Cancelled: UNL Snow Day)
 - i. The Deans’ and Directors’ meeting was cancelled yesterday due to UNL closing for a snow day. Topic they were going to cover included: Black Lives Matter, Legislative Session, Enrollment Management and Title IX Training.
 - b. UBT (Union Bank & Trust)
 - i. UBT is willing to host lunch about credit scores, financial health, etc. Is the Board willing to have them put on workshops for our members? Yes. Would be an interesting topic for Membership Committee/General Meeting
 - c. UNOPA hosting sessions: “How to Communicate Professional in an LOL World” on February 18, 2016 from 12:00-4:00 p.m. in the Jackie Gaughan Multicultural Center.

6. Vice President/President Elect Report – Charlotte Frank

- a. Faculty Senate Meeting Update (Jan 12th and Feb 2nd) (Cancelled: UNL Snow Day)
 - i. Associate VC Amy Goodburn and Admissions Director Amber Williams discussed UNL's efforts/plans for recruitment and retention. Challenges in meeting the Chancellor's enrollment goals include where additional students will come from. As a result, the enrollment management plan is under review with deans and department chairs for possible revision. Amber's report included following data: 75% students are from NE high schools and attributed to increase in minority students (expected to be 30% in 2021) with the challenge being that ACT Board is predicting that only 50% of H.S. students of color in NE will be college ready. The number of students in community colleges in NE is declining and UNL has been working with faculty in transferring credit hours. UNL's share is 40% with no clear data to support that we can grow more with this sector of students. She indicated that we will need to see significant growth in non-residential, minority and international students with non-residential student rate growth to be 23% by 2020 to match other Big 10 schools. Amy talked about the 4 overarching themes in governing retention priorities: connect, plan, outreach and engage and then discussed the various activities, programs and services UNL has implemented to help the needs of new and returning students to UNL.

7. Committee Reports/Updates

a. Standing Committees

- Community Outreach (Tony Lazarowicz and Stephanie Vendetti)
 1. Check finally cleared for the Lincoln Arts Council
 2. We will continue to collect donations for Open Shelf at the February meeting.
 3. The registration is open for UNL's Big Event on April 9. Please select UAAD as your organization if you plan to volunteer with us.
- Employee Liaison (Jenny Schnase and Margo Young)
 1. Sustainability (Rod Chambers): The committee has not met since early fall.
 2. Parking Advisory (Daniel Shattil): The committee has recommended no change in the cost of parking permits for 2016-2017.
 3. Safety Committee (Allen Specht): The committee heard FY 2015-2016 Second Quarter injury incident reports. Yoko Smith noted that most were easily preventable if protocol were followed. Betsy Howe reviewed the second quarter safety audit and noted the prevalence of electrical deficiencies at UNL. A colloquium to address electrical safety is set for March 30.

The group discussed ongoing concerns about pedestrian/bike/motor vehicle safety awareness. Several members have viewed a Georgia Tech tutorial (<http://trains.gatech.edu/tutorials/RoadSafety/RoadSafety.php?SessionID=12322&EmplMSAID=64279>). The fall safety walk was discussed, where concerns ranging from lightbulb replacement to shrub trimming to need for light to rain-related water issues were highlighted.

Mark Robertson reported that tornado warning alerts will come this spring, and Shannon McVaney is working with a number of departments on emergency action plans. Video clips were shared on flu shots and ice. Other clips are available at

<http://emergency.unl.edu>.

4. Chancellor's Commission on the Status of Women (Jennifer N. Rutt): No response.
 5. Campus Rec Advisory Council (CRAC) (Rene Mayo): No response.
 6. Parking Appeals Committee (Jeanne Wicks, David Hartline, Ken Reining): No response. Earlier Jeanne reported that this group meets only when complaints are filed. No items have been presented to the group so far this year. No response from David Hartline or Ken Reining.
 7. Academic Senate Liaison (Charlotte Frank): Usually reports at board meetings.
 8. Employee Fringe Benefits Committee (Kimberly Barrett): This group will not meet until April.
 9. Emergency Employee Loan Fund Advisory (Stephanie Welch): No response.
 10. Chancellor's Commission on Wellness (Laviania Thandayithabani): No response.
 11. University Child Care Committee (Robin Bowman): Robin reported in November that Juan Franco informed her that the group did not meet regularly. He will contact her if the group convenes.
- Membership (Amy Lanham and Lori Bennett Baumli)
 1. Currently have 161 members (paying/nonpaying)
 2. Need 6 additional paying members to meet budget
 3. Contacting January new hires to inform them about UAAD
 - Professional Development (Deb Eisloeffel, Vicki Highstreet and Andrea Schreiber)
 1. Feb. 11, 2016, 12–1 pm, “Start with Why,” by Simon Sinek, Rec & Wellness Center, East Campus
 2. Mar. 10, 2016, 12–1 pm, “Lead Like the Great Conductors,” by Itay Talgam, Campus Rec 230
 3. Apr. 13, 2016, 8:30–10am, “Discover and Use Your Strengths,” by Mark Pogue, Director of College of Business Administration Strengths Lab, Nebraska Union
 - Programs/Joint Meeting (Ashley Bjornsen and Jerry Doyle)
 1. We are looking into speakers for our March program through the UNL Speakers Bureau. For April, we're all set with Wally Mason, the Director at the Sheldon Art Museum, followed by a museum tour. We're also working on finding a space for our year-end picnic in May, so if anyone has any great ideas, let us know! We're currently exploring the new Love Library Commons. Thanks to Jerry who has stepped up to help us out with the remainder of the programs this year!
 - Publicity/Public Relations (Erin Wirth and David Hartline)
 1. Video on accomplishments being made.
 2. Erin will be taking photos at Founders Day.
 - UAAD Connect (Heather Reed and Shelley Harrold)
 1. The UAAD Connect survey was sent out in January to invite members to sign up to partner for February-March-April, with 8 responses. We held our brown-bag lunch on January 28 with 6 attendees. Any UAAD members are welcome to join us for

the luncheon. It is a very informal setting with casual conversation.

b. Special Committees

- Bylaws & Guidelines (Jeremy Caldwell)
 1. Bylaw change notice will come out via email by February 15.
- Founders' Day (Shannon Parry and Virginia Uzendoski)
 1. We have 16 registrations for Founders' Day. For our part, the event is planned. The caterer has been contacted, the space is ready to go, we only need to finalize registrations and make name tags.
- Awards (Rene Mayo Rejai and Lindsay Augustyn)
 1. Oldt and Donaldson winners (and non-winners) were contacted Monday by phone, and the winners should be giving us their guest/dept. counts by the end of the week. I just need one more bio for the bios sheet.
- Nominations (Doug Pellatz)
 1. The annual nomination/interest inventory email will be going out as soon as the online form is ready. Hopefully, everything will be good to go by mid-February.
- Webmaster & Social Media (Mike O'Connor and Jenn Rutt)
 1. We have a UAAD Twitter account (@uaad_unl). A post has been made on our Facebook page with further information.
 2. Continue to send Mike and Jenn update for our web, Facebook, Twitter and Instagram accounts.

8. Members-at-Large (Kate Engel, Jerry Doyle and Julie Thomsen) NO REPORT

9. Other items/new business

10. Questions

11. Adjourn

Important Upcoming Dates:

1. UAAD 54th Annual Founders' Day – February 17, 11:45 a.m.-1 p.m.
2. UAAD Board Meeting – March 2, 12-1 p.m.