2009-10 UAAD kickoff edition

President’s Message

Dear UAAD Members,

Cool nights, mildly, hot days, little humidity. It doesn't hardly seem like we had a summer with the fantastic July and August weather we experienced! Whether it feels like it or not, another fall semester is underway and the students are gracing us once again with their presence. Fall also brings our UAAD organization back together and this year's board promises another exciting year!

Amy Ossian has a great set of programs slated. We will fire up our general membership programs on the third Wednesday of the month from 11:45 to 1:00 with “Wellness” begins with a double-YOU! in September, Contemporary Techniques for Career Advancement in October, and Congruence-Aligning Life and Work Goals in November. Fall Professional Development is slated for September directly following the general membership meeting. RSVP early as space is limited for the ‘Enspiring Trust’ workshop, presented and organized, in more ways than one, by Vicki Highstreet. (She is also our Professional Development Chair!)

David Sockrider and Joel Gehringer will keep you ‘up-to-date’ via our uaad.unl.edu website and monthly newsletter.

UAAD has MANY reasons for us, UNL's staff, to belong to its organization. To network, get to know individuals from different areas on campus; to grow professionally by locally attending the great seminars/workshops provided by UAAD; to belong to the board, organization, contributions, knowledge, and fellowship; to attend the

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Upcoming events

“Wellness’ begins with a double-YOU!”
Kimberly Barrett
Wellness Coordinator, Campus Recreation
Sept.16, 2009, 11:45 a.m.-1:00 p.m.
City Campus Union (Room TBD)
(see page 4 for more details)

Professional Development Workshop
“Enspiring Trust”
Vicki Highstreet, Trainer
Leading With the Speed of Trust
Sept. 16, 2009, 1:15-4:15 p.m.
Colonial Room, City Campus Union
(see page 4 for more details)

See page 4 for a full UAAD program listing!
President’s Message (continued from pg. 1)

year end picnic for free food and tour, like our awesome tour of Memorial Stadium and the Hawks Championship Center last year. Did you know that UAAD has liaisons representing staff at the Dean’s and Director’s meetings, a liaison who meets monthly with Susan Poser who informs us of UNL issues AND listens to our concerns; a liaison for the parking committee, and a liaison for UNL Wellness, to mention a few. With our economic downturn and lack of funds, UAAD will be represented on the Faculty Senate ad hoc committee to review the RIF Procedures. We DO have a voice and encourage you to voice your opinions and suggestions so we can take them to the appropriate committees. Contact Deb Dahlke or myself. I encourage you to fill out the form today for renewal or new membership in this great organization. As a member, you may serve on the UAAD Executive Board, as chair of a committee, or simply attend meetings and take advantage of the exciting programs and professional development opportunities.


I look forward to working with YOU and our wonderful boards members, this, UAAD’s 47th year!

~Helen Fankhauser
UAAD President

Violence Prevention Workshops – Mark the Date!

In December, 2008, UAAD and UNOPA were asked by the Threat Assessment Team to survey their respective members to solicit opinions about employee safety on campus and the workplace. 50% of UAAD members (71) responded. Out of that number, 45% expressed concern about a past safety issue on campus and 34% expressed concern about a present safety issue. 86% of the respondents requested additional safety sensitive material.

Your concerns were heard and as a result, an expert on campus safety will visit UNL on Tuesday, October 20.

Dr. Steve Albrecht, San Diego, CA. will be presenting a number of seminars that focus on dealing with hostile people and handling potentially aggressive situations on campus. Attendees will learn behavioral techniques to defuse angry or upset people and ways to ensure the classroom or office is safe. The seminar co-sponsored by the Chancellors Office, Faculty Senate, UAAD, UNOPA, Business and Finance, Student Affairs and UNL Police. Dr. Albrecht is a former police officer and internationally recognized expert on violence prevention and campus safety. He has worked extensively with Virginia Tech, Northern Illinois and other higher education institutions that have experienced tragic events. Author of "Ticking Bombs: Defusing Violence in the Workplace".

The seminars are open to all faculty and staff. There is no charge but advanced registration is required. Registration info will be forthcoming.

Tuesday, October 20
Nebraska Union Auditorium

Session #1: 8:30 - 10:30
All Staff
"Using effective behavioral skills when dealing with hostile or difficult people on campus"

Session #2: 11:00 - 12:30
Faculty
"Diffusing hostile situations and ensuring safety in the classroom"

Session #3*: 2:00 - 4:00
All Staff
"Using effective behavioral skills when dealing with hostile or difficult people on campus" (repeat of Session 1)

For more info, contact Nancy F. Myers, Organization Development, 472-8033, nmyers1@unl.edu

Social Consciousness Project — September

For the September meeting, UAAD will collect items for the Foodbank BackPack Program.

Please bring 15-ounce cans of fruit or vegetables to the September meeting.

The BackPack Program sends a backpack filled with one of the six menus offered to students each Friday during the school year. The goal of the BackPack Program is to provide four to five meals for the student and his or her family over the weekend. The program served 1500 students during the 2008-2009 school year.

Congrats, new parents!

The world is a better place with the addition of two little ones. UAAD celebrates the arrival of:

Fionna Alexis Lefler, born June 24 to Valerie Lefler, immediate past president of UAAD and (Engineering) Midwest America Transportation Center coordinator. Fionna weighed 9 lb, 10 oz., and was 22 inches long. The Lefler’s also have a 1½ year old son, LJ.

Donovan Reese Burger was born July 9th to Kate Burger, UAAD Executive Board member and Processing Specialist (Scholarship and Financial Aid). Donovan weighed 9 lbs., 1 oz. and was 21 inches long. This is the first child for Kate and Toberlin Burger.
Bylaw Revisions

The following revisions will be submitted for a vote to the membership at the October general membership meeting. The purpose of the revisions is to allow for more computer based communications and submissions of the election process. Tausha Ward Armbruster, Bylaws Committee Chair

Additions are underlined. Deletions are in the strikethrough text.

ARTICLE V: OFFICERS
Section 1. Election

Nominations
In March of each year, the Nominating committee shall solicit nominations for the above mentioned offices by polling the membership. via a mailed nomination form. Members may nominate themselves or another member; however, no member's name shall be listed on the official ballot without that person's consent. The Nominating Committee shall make every effort to insure that there are at least two people nominated for each office. In the event two candidates are not available, a nominee will be allowed to run unopposed.

Balloting
In April of each year, the Nominating Committee will distribute to the membership an official ballot containing all of the approved nominations for each of the offices to be filled. Officers shall be elected by a majority vote of the members who submit ballots by the stipulated date. The votes are to be tabulated by the Nominating Committee. The vote tabulation process will be managed by the Nominating Committee.

Election Results
Election results shall be announced to the general membership at the May meeting. The nominees will be notified of the results of the election following the close of the election. The President may choose to make these announcements personally or may delegate this task to the chair of the Nominating Committee.

UAAD Professional Development Workshop:
“Inspiring Trust” — September 16

Vicki Highstreet, Trainer
Leading With the Speed of Trust
Sept. 16, 2009, 1:15-4:15p.m.
Colonial Room, City Union
UAAD Members $20
UAAD Guests $40

Several recent workforce studies have shown that the number-one cited characteristic of an effective leader is trust. Great leaders don’t dictate, they influence. And influence comes from your ability to engender credibility and inspire people to believe you...and believe in you. When your team members trust you as a leader, they will readily volunteer their best efforts.

Come to “Inspiring Trust” and learn how to:
• Understand how trust will help you produce better results—faster.
• Adopt the specific behaviors that build and maintain trust.
• Identify the “taxes” low trust exacts on the ability of your team to achieve your team’s purposes.
• Increase attention on critical objectives instead of politics and hidden agendas

2009 UAAD Program

"Wellness" begins with a double YOU!
Kimberly Barrett
Wellness Coordinator, Campus Recreation
Wednesday, September 16, 2009
City Campus Union (room tbd)
11:45AM-1:00PM
Wellness is a necessity in life, not just a "nice to have". However, with a busy work and home life, "wellness" may not even be on the radar screen. Learn practical, easy-to-implement techniques to de-stress and re-energize your every day life. This hands-on presentation will cover topics such as self massage, physical activity in the workplace, and eating healthfully. Participants will also learn about upcoming UNL wellness activities.

Contemporary Techniques for Career Advancement
Christine Timm, Ph.D.
Associate Director, Career Services
Wednesday, October 21, 2009
City Campus Union (room tbd)
11:45AM-1:00PM
The days of hand delivering your resume and cover letter are disappearing. Whether applying for a different position in the same organization or considering a change, savvy job seekers should know how to network, navigate job websites and online application systems, and describe their skills in ways that help their application rise to the top.

Getting Better With Age: How to keep from turning sour in your career
Kevin Shinn
Owner, bread&cup
Wednesday, November 18, 2009
City Campus Union (room tbd)
11:45AM-1:00PM
A good career is like a good wine; we all want it to get better with age. So how do we know if we are on the path toward enjoyable maturity or toward an unpleasant finish? The answer is probably already set in motion, and Kevin will share how he came to realize what he needed to do to ensure he was on the right track.
University of Nebraska–Lincoln
University Association for Administrative Development

Membership Application

Name ______________________________

Title ______________________________

Department ________________________________________________________________

Campus Address ________________________________________________________________

Phone Number ______________________________ eMail Address ______________________________

Please select membership term:

☐ One year ...............$10
☐ Two years .............$18

Make check for payable to UAAD

How did you learn about UAAD? (please check)

☐ Website
☐ Flyer
☐ Current UAAD Member
Name ______________________________
☐ Dean/Director or Dept. Head/Chair
Name ______________________________

General Membership meetings are typically held during the lunch hour
on the third Wednesday of each month, September through May.

Return to:
Linda Ratcliffe
1155 Q St Hewit Place
CC 0214