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1993-94 UNOPA Executive Board Minutes, May

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UNOPA EXECUTIVE BOARD MEETING MINUTES
May 5, 1993

DATE AND PLACE:

UNOPA's Executive Board met Wednesday, May 5, 1993, in the Forestry Conference Room, East Campus.

ATTENDANCE:

Present:

Kathy Bennetch
Louise De Novellis
LaRita Lang
Michelle Sieber
Ronda Vietz
Lola Young

Luise Berner
Jeanette Fisher
Sandy Lineberry
Rosemary Sieck
Sandy Watmore

Ruth Bohmont
Murd Holland
Linda Pence
Anna Simmons
Carla Werner

Absent:

Sherry Warren

Rhonda Zugmier

CALL TO ORDER:

The meeting was called to order by President Bennetch at 3:40 p.m.

APPROVAL OF MINUTES:

The minutes of the April 7, 1993, Executive Board Meeting were approved as printed.

CORRESPONDENCE:

President Bennetch received "thank you" notes from Kay Hartmann and Doris Lesoing about the Past Presidents and Awards Presentation Luncheon. Claudia Price-Decker sent a "thank you" and her appreciation on receiving the Floyd S. Oldt Silver Pen Award. Clarice Orr sent a "thank you" from the RUN Program for our donation to their workshop.

ANNOUNCEMENTS:

President Bennetch announced Annual Reports are due on May 21, 1993.

The Chancellor's office has agreed to provide \$100 to each of the seven UNOPA members attending the NAEOP Annual Conference and Institute in Tucson, AZ.

Kathy Bennetch and Michelle Sieber attended the May 5th Deans and Directors Meeting. Nancy Myers, Employee Assistance Program, outlined the Emergency Loan Fund (ELF).

Agenda items discussed at the meeting included: the revised smoking policy; a new wellness program; several health related issues; referrals for in home day care; and voice mail messages. The Chancellor voiced his displeasure of "canned" voice mail messages. Chancellor Spanier prefers we answer questions ourselves rather than transfer callers several times. He urged all employees to be more personable.

NEOPA Past President Joyce Graybill was chosen the National Educational Office Professional of the Year. She will be honored at the NAEOP Conference in Tucson.

TREASURER'S REPORT:

Beginning balance April 1, 1993:	\$4,162.11
Income	456.72
Expenses	2,054.88
Ending balance, April 31, 1993:	\$2,563.95

STANDING COMMITTEE REPORTS:

CORRESPONDING SECRETARY: LaRita Lang reported 12 UNOPA members will attend the NEOPA Spring Meeting in Omaha on May 22, 1993.

LaRita sent two get well cards, one wedding card, and two retirement cards this month.

EMPLOYEE CONCERNS: Jeanette Fisher submitted a report from a recent meeting with Employee Concerns committee chairs. Present at the meeting were: Shirley Horstman, Kathy Bennetch, Joey Kramer, Linda Arnold, Patti Lutter, Michelle Sieber, and Jeanette. Reports from the U-Wide Fringe Benefits Committee; Campus Parking Advisory; Campus Police Advisory; Human Rights; Employee Concerns Committee Reorganization; and the UNOPA/EAP Emergency Loan Fund were given. A copy of the report is on file with the Recording Secretary. Highlights from the reports included: The U-Wide Fringe Benefits Committee has tabled our proposal for Tuition Remission for part-time employees. But they approved change in insurance for mammograms. Currently insurance pays for a mammogram once every two years. Under consideration is \$150 per year for mammograms, pap exams, etc. The next meeting of the Employee Concerns committees will be May 19, 1993, 4:15 p.m. at the City Campus Union.

The Employee's Right to Know Committee is working with Kim Hachiya of the *Scarlet* regarding a weekly article of questions and answers. Questions will be submitted and answered in the *Scarlet*. This is the best way to get information to everyone on campus.

FOUNDATION: Applications for reimbursement from foundation funds are due to Sandy Lineberry on June 1, 1993.

HOSPITALITY: Sandy Watmore reported 84 have submitted reservations for the May General Meeting with 25 paid lunches. Favors and door prizes will be given.

NOMINATING: Luise Berner reminded all Executive Board members to update their job descriptions and get the information back to her.

PROFESSIONAL GROWTH: Lola Young reported the remarks about the April 30th workshop were very favorable. Lola has given Murd Holland the registration fees for non-members attending the workshop.

PUBLICITY: Carla Werner is working on our scrapbook. She has had pictures developed from the Past Presidents and Awards Presentation Luncheon for distribution to interested parties.

SALARY ISSUES: Ruth Bohmont moved UNOPA send a letter to Chancellor Spanier, all Vice-Chancellors, the Chancellors' Commission on the Status of Women, Affirmative Action, UAAD, Human Resources, and the Chancellors' Commission on the Status of Minorities in regard to getting a pro-active RIF Policy Statement implemented across campus. Seconded by Anna Simmons. **Motion carried.**

UNOPA NOTES: The deadline for *UNOPA NOTES* is May 14, 1993.

WAYS & MEANS: There are only 100 cookbooks left. We have a profit of approximately \$1200. The drawing for the raffle will be held on Saturday. The names of all winners will be announced at the General Meeting on May 11, 1993. It was suggested we draw the top three prizes first so everyone who purchased a raffle ticket has a chance at those prizes.

UNFINISHED BUSINESS:

SUMMER SOCIAL: Dora Dill, Chair, has suggested a salad supper some time in July.

Final results of the Bylaws change to Article V - Committees, Section 1 are:

119 yes votes

7 no votes

3 VOID Ballots (one blank, two late)

Motion approved. Effective immediately - 5/5/93.

"ELF" Ad Hoc Committee Members are Kathy Bennetch, Jan Harris, Jan Wassenberg, Ruth Bohmont, Bill Cords, and Nancy Myers.

NEW BUSINESS:

The State Patrol has contacted President Bennetch regarding the SHARP Program (Sexual Harassment (tactics), Prevention, and Harassment in the work place). Ken Cauble announced the UNL Police Department has two certified trainers to make presentations on campus this summer and fall for employees and their families. They are Lisa Yardley and Larry Kalkowski.

ADJOURNMENT:

Meeting adjourned at 5:00 p.m.

Respectfully submitted,



Linda Pence, Recording Secretary

Sandy Watmore
1820 "R" St
0644