

# KEYNOTER

BOISE STATE UNIVERSITY ASSOCIATION OF OFFICE PROFESSIONALS

## WELCOME

Welcome everyone to the 2007-2008 academic year. I am honored and excited (and a little nervous) to represent BSUAOP as president. If anyone would have said, "In nine years, you will volunteer to be president of BSUAOP," I would have replied "BS!"



*Sue Crichton, President*

Picture it, BSU, 1997, I was working in Training & Development and my boss was Gwen Smith. Gwen, as a lot of you probably know, was very involved with BSUAOP as the faculty advisor for nine years! In the beginning, every second Tuesday of the month there were slight hints from Gwen that I should attend BSUAOP's luncheon. As time went by, the slight hints became STRONG hints and about a year later, I couldn't take it anymore. (Gwen can be a very persuasive person.) I thought, okay, I'll attend a lunch and see what the big deal is.

The first BSUAOP luncheon was all it took... I became a "regular" at the monthly meetings and found them to be fun, informative and I was meeting people from across campus that I never would have come in contact with otherwise.

Which brings me to the second very persuasive BSUAOP member I came in contact with, Terri Shafer. After one conversation with Terri, I was redesigning BSUAOP's website and maintaining it.

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## SEPTEMBER/OCTOBER 2007

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### UPCOMING EVENTS

- \* September 11, Kick off the season!
- \* October 2, Professional Development Day
- \* November 15, Holiday Auction.
- \* December 11, Speaker, Carla West: "How to take care of yourselves during the holidays!"

## STEP OUT OF YOUR COMFORT ZONE!

Join your colleagues for **Professional Development Day** on October 2, 2007 by attending the Boise State University Association of Office Professionals conference.

The conference, which will be held in the Student Union Building, is open to anyone who works in an educational office.

Participants may choose from a variety of workshops

for the morning and afternoon sessions. Wanda Viento from the Women's Center will be our keynote speaker.

The conference will close with a panel discussion of

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## BSUAOP OFFICERS 2007-2008

**President:**

Sue Crichton, 426-1996,  
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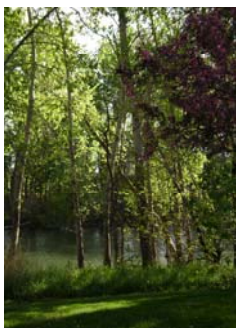
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## PROFESSIONAL DEVELOPMENT DAY

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terrorism facilitated by Ada County Sheriff, Gary Raney.

Workshops Session I includes:  
Linda Walters—Caring for Your Aging Parents,  
Dian Scott—What Color is Your Personality?  
Kimber Shaw— Change: Here, There, Everywhere!

In the afternoon, participants may choose from:  
Terri Soelberg—Culture in Context: It's not Easy Being Green  
Sandra McCullough—Abuse: A Positive Look at a Negative Subject  
Teri Shafer—Creativity: Fact or Fiction.

Closing the conference will be Terrorism: A Panel Discussion facilitated by Sheriff Raney. Members

of the panel include: Lieutenant Colonel Phillip Chambers from the BSU Military Science Department, Lieutenant Rajeev Sahni from the Ada County Sheriff's Office, Lieutenant Doug Shoenborn from the Boise City Police Department and John Morton, FBI, head of the Joint Terrorism Task Force in the Treasure Valley.

Release time, with supervisor's approval, has been granted for all employees by the President's office.

**For more information**, please contact Jerry Ohlund at 426-4978 or jerryohlund@boisestate.edu

BSUAOP member may apply for a scholarship to be used for the conference fees. Please contact Marian Graham at 426-3789 or mgraham@boisestate.edu

## HIGHLIGHTS



Our faculty advisor, Darlene Travis, is a professor whose education and teaching experience make her an asset to our organization. During her "Kick Off" of our year, Darlene described

Sue Crichton's theme: "The Road to Success is Always under Construction" as a journey of self-discovery and change which may lead us to personal and professional growth. Highlights of her presentation include:

- "Success is doing ordinary things extraordinarily well.
- Never underestimate the power of culture because we are working

with humans [who have] value and trust differences.

- The power of quiet dialog can bring change and understanding without negativity and hostility.
- Success and growth are unlikely if you ALWAYS do things the same way you have ALWAYS done them.

One of the most delightful aspects of Darlene's talk was the graphics she used. The cone below is one of the best. Darlene may be reached at 426-3290. Her office is in the Health Sciences Riverside Building.



Cones: www.completegamester.com

## AREA REPS

Last year, our areas were redistributed. Please review the locations for each area listed below. You may be in a new area!

### Area I Representative:

Andrea Witters, 426-1672  
awitters@boisestate.edu  
Curriculum & Foundational  
Studies

*Area I: Retirees, Honorary  
Members, Health Sciences,  
Towers, Morrison Center*

### Area II Representative:

Misty Winn, 426-1799  
mwynn@boisestate.edu  
BSU Foundation

*Area II: University Square,  
PAAW, Multipurpose Bldg,  
Science/Nursing Bldg, Education  
Bldg*

### Area III Representative:

Valencia Garrett, 426-1368  
vgarrett@boisestate.edu  
SSPA

*Area III: Academic  
Technologies, Business Bldg,  
Library*

### Area IV Representative:

Connie Charlton, 426-3110  
ccharl@boisestate.edu  
College of Business

*Area IV: Math/Geo Bldg,  
Administration Bldg, Liberal Arts,  
A&E, Gateway*

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## HOLIDAY AUCTION

The annual **BSUAOP HOLIDAY AUCTION** is just around the corner!! There will be a live auction, a silent auction, and a sale table on Thursday, November 15, 2007, 11:30 AM - 1:30 PM in the Hatch Ballroom at the SUB. If you've never attended, **DON'T** miss it! If you are a regular, you will be rewarded again this year!

Every year the theme baskets that departments put together are some of the biggest sellers, so put your heads together and get everyone involved. It can be a great community-building activity. Please let me know if your department plans to contribute a basket—and what the theme will be—so we can include the information in our advertising and generate lots of interest in attending and **BIDDING!**

The committee has been busy "contracting" with the multitude of talented and gifted employees of BSU so the silent auction and sale tables will be stuffed with great one-of-a-kind items. Plan to do your Christmas shopping and support BSU office staff at the same time. Where else can you do that?

Don't forget to put it on your calendar in big **RED** letters:

**Thursday, November 15th,**

**11:30 AM - 1:30 PM,**

**Hatch Ballroom, SUB!!**

We'll be there with our elves and our reindeer and our talented auctioneer. Will you?

Leslie Black, PALS President

## QUESTIONS—ANSWERS & OTHER FUN THINGS

One of the benefits of membership in an organization is the depth and wealth of knowledge possessed by those members. Does anyone know the number of years of service we have accumulated through our members' experience at Boise State? The intent of this column is to draw upon that collective knowledge, provide resources and mentor those who have questions. Sometimes, the solution to a problem is as simple as knowing whom to ask.

In our final Keynoter issue for this year, I hope to be able to publish our accumulated years of service total. Please email me, call me or stop me at a meeting to tell me how many years you have worked for Boise State.

Please send me your questions and I will

forward them to the membership via this newsletter. One of our members is sure to have an answer or insight which may help.

Question for this newsletter:

- How long have you worked for Boise State University?

Please send questions to Coleen Dudley at [cdudley@boisestate.edu](mailto:cdudley@boisestate.edu) or 426-3383.

*The Keynoter is published four times per year by BSUAOP. It is delivered primarily by email and is posted on the organization's website at: <http://www.boisestate.edu/bsuaop>  
If you wish to receive a hard copy, please contact Coleen Dudley.*

## AREA REPS

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### **Area V Representative:**

Shelly Doty, 426-3559  
sdoty@boisestate.edu  
Albertsons Library

**Area V:** *SUB, Parking,  
Children's Center, Student Rec  
Center*

### **Area VI Representative:**

Teresa Geissler, 562-2060  
teresageissler@boisestate.edu  
Student Services, Canyon  
County

**Area VI:** *Canyon County,  
Applied Tech, Tech Service Bldg,  
Culinary Arts, FO&M,  
Engineering & Tech, ISBDC,  
Micron Engineering, Civil  
Engineering*

### **Area VII Representative:**

Suzan Raney, 426-4114  
sraney@boisestate.edu  
Criminal Justice  
Administration

**Area VII:** *Allen Noble Hall of  
Fame, Extended Studies, Risk  
Management, Internal Audit,  
Tech Help, International  
Programs*

### **Area VIII Representative:**

Martha Plascencia, 426-1087  
mplascen@boisestate.edu  
University Housing

**Area VIII:** *Driscoll Hall,  
Hemingway Center,  
Communications, Taco Bell  
Arena, Chaffee Hall, Kinesiology*

## EDITOR'S NOTE



Six years ago, a stunned group of BSUAOP members met quietly in the SUB for the first meeting of the academic year. On the agenda was a speech by our advisor, Gwen Smith, introducing the president's theme. Realizing that the shocking events of the morning were paramount in the minds of each member who arrived at the meeting, Gwen had arranged for a grief counselor to meet with us instead of giving her speech. As we spoke with the counselor, each of those present received the gift of friendship, caring and compassion that are unspoken benefits of our organization and our campus community. This year's September 11 meeting was a quiet testimony to that earlier day. With courage and tenacity, we have continued. I am reminded of the special opportunities of membership in BSUAOP and grateful for the company of my colleagues. Thank you. -Coleen Dudley, Editor

*photo by Alexis Rowland, Nursing*

## NAEOP-CAPTURE THE SOUND IN SEATTLE

Twelve members of BSUAOP attended the National Association of Educational Office Professionals Conference (NAEOP) in Seattle during July, 2007. For some, it was a first-time experience and for others a repeat of an excellent opportunity to learn, network and receive recognition for service and education.

A highlight for many was the PSP Banquet. The Professional Standards Program promotes professional growth by encouraging members to continue their education, take workshops and provide service to their organizations by becoming involved. Among those recognized for their accomplishments were: Leslie Black, Gay Barzee, Anita Castello, CEOE; Coleen Dudley, CEOE and Suzan Raney, CEOE. Guen Johnson and Valencia Garrett, Keynoter co-editors, won an award in the newsletter competition. Congratulations to Guen, Valencia, Leslie, Anita, Gay, Suzan and Coleen.

The following are comments from several attendees.

**From Leslie Black:** "Although I attended two very good workshops, heard some excellent uplifting and motivational speakers (one who had the entire room crying—literally—from laughter), and I got to spend some time on the wharf; my favorite part was the Advisory Council

Meeting. The Advisory Council is made up of delegates from all of the state and local affiliate organizations. This is the place where members get to share our opinions, concerns and wishes. This is where the REAL business of NAEOP takes place.

I found the process fascinating and educational. Thank you Department of Nursing, Center for Health Policy, Center for Excellence for Environmental Health and Safety and BSUAOP for supporting my attendance! I definitely plan on attending next year in Denver!!!"

**From Guen Johnson:** "The National Conference in Seattle was fun, informative and worth every penny. It was great to network with old acquaintances, meet new people, and learn in the process."

**From Ellen Seibolt:** "I loved the higher education council meeting. We have such a high turn-out of various universities. We have a lot of things in common. I especially liked chatting with Wyoming. They not only received a 17% raise, their entire tuition for employees and their families are covered by the university. I would like to see BSU adopt that policy. What a nice reward for working here."

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## NAEOP

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**From Anita  
Castello:**

“Completion of my PSP application was a personal goal for me. At nationals, I was taken aback by the recognition and status given those who had obtained this award! I am excited to attend next year so that I can support the next group who achieves this distinction as we were supported in Seattle!”

“My thanks to all of those whose support encourages professional growth for our members.”

-Coleen Dudley

*See you in Denver,  
2008!*

## MISSION STATEMENT

The purpose of BSUAOP is to assist its members in reaching a professional level of excellence, to promote positive attitudes and to encourage further training in specific fields relevant to each member's responsibilities within the university.

## AREA REPRESENTATIVE NEWS

### AREA I REPRESENTATIVE: Andrea Witters

As the new representative for Area I, I think we have a great organization. I am excited about our new year and looking forward to meeting the members of my area. One of my goals for the year is to compile a list of our honorary and retired members and invite them to continue their participation in our organization.

### AREA V REPRESENTATIVE: Shelly Doty

Hi, my name is Shelly Doty. I am the new Area V Representative for BSUAOP this year. I work in the Library and have been here for over 17 years now. Wow! Time sure has gone by quick! I'll soon be making contact with everyone in my area: Campus Recreation, Children's Center, Parking and the Student Union. If you're in one of these areas and don't hear from me for any reason, please let me know. I'd like to keep all of you updated with what's going on with BSUAOP. Drop me a line or give me a call if you have any questions at all.

## LOIS SANTILLANES



One of our long-term members is getting ready to say good-bye. Lois Santillanes is retiring from Boise State University in October, 2007, after

35 years. A charter member of BSUAOP, Lois has served as president, area representative, ways and means chair and as a volunteer on countless committees.

She has been a member of our state organization, Idaho Association of Educational Office Professionals (IAEOP) since 1978 and has served as Area III representative for four years and as president of IAEOP for two terms.

While at Boise State, Lois has also been

elected as a senator for the Association of Classified Employees (ACE). In addition, Lois served two terms as president of ACE.

Lois hopes to travel more after she retires. One of the first trips she is planning is to Hawaii to visit her niece. She also plans to stay actively involved with BSUAOP, IAEOP and NAEOP stating that her retirement will offer her an opportunity to serve on committees and stay active in the organizations.

Thank you, Lois, for your contributions to our organization and our university. We wish you the best!

*Photo by Alexis Rowland, Nursing*

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The following year Terri asked if I would serve as treasurer. I then served three years as treasurer.

Which brings me to my theme, “The Road to Success is Always Under Construction.” Darlene Travis, faculty advisor for BSUAOP, gave an excellent presentation on my theme at the September 11th meeting. Darlene elaborated further...

Chosen act (s).....ROAD  
 is to achieve something planned or attempted....SUCCESS

**IS**

In the past, future or for as long as anyone can remember or foresee.....ALWAYS  
 In the process of.....UNDER  
 being built.....CONSTRUCTION

I am looking forward to working with all of you this year and appreciate having worked with all of you in the past as well. I encourage everyone to attend our upcoming events: Professional Development Day, the Holiday Auction and our December luncheon. And again, thank you for letting me serve in this capacity for such a great organization.

*-Sue Crichton, President*

## BIRTHDAYS

### September

10.....Chris Peterson, Suzan Raney  
 28.....Leslie Black  
 30.....Terri Shafer

### October

03.....Martha Plascencia  
 08.....Rene’ Delaney  
 19.....Deborah Thomson

### *Don’t miss an opportunity!*

Want to get to know people and learn more about our organization? Become a BSUAOP volunteer!

Please contact Ways & Mean’s Chair, Terri Shafer at 426-3500 or [tshafer@boisestate.edu](mailto:tshafer@boisestate.edu), or Leslie Black, Holiday Auction Chair at 426-5776 or [lblack@boisestate.edu](mailto:lblack@boisestate.edu) for volunteer opportunities!