

PRESIDENT'S MESSAGE

Welcome everyone to the 2008-2009 academic year. I am very honored to serve as BSUAOP's President for a second term. My theme this year is: "We Become What We Envision." When I chose this theme, I began to envision the upcoming year for BSUAOP and here is what I see:



WE BECOME WHAT WE ENVISION.

- Open communication, creating trust and promoting feedback and the exchange of ideas,
- Members feel their unique personalities and talents are appreciated and utilized,
- Members proudly share a sense of why BSUAOP exists and are committed to accomplish its mission and goals,
- Members take advantage of the opportunities to update skills and network with peers.

BSUAOP's purpose 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.

This year, as I serve my second term as BSUAOP President, I hope that you, too, will envision BSUAOP as I do and with the support of the Executive Board and all members, we can make our vision a reality. Please feel free to contact me if you have any questions or suggestions. I can be reached at 426-1996 or sueantonich@boisestate.edu. I look forward to meeting you and working with you.

Sue Antonich, President

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Points of Interest:

- * September Meeting, Terri Shafer, Speaker
- * Professional Development Day, October 7
- * It's **NOT** too Early, Holiday Auction
- * Meet Our Faculty Advisor, Darlene Travis

PROFESSIONAL DEVELOPMENT DAY

Professional Development Day is an annual, one-day conference presented by the Boise State University Association of Office Professionals (BSUAOP) which offers participants multiple opportunities to learn, network and grow

professionally.

The Keynote Speaker for this October's meeting is Barbara Morgan, Boise State's Distinguished Educator in Residence. Those who have followed Ms Morgan's journey know her to be an

educator, astronaut and well-spoken advocate for learning.

The day will begin with a short introductory session followed by workshops in which we may practice the art of attracting and creating
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PROFESSIONAL DEVELOPMENT DAY

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positive experiences, understand how relationships impact student lives and how to give better student support, how to recognize aggressive, bullying behavior in the workplace and to stop this type of behavior when it occurs, to understand how the choices you make impact your daily life, investment strategies and learning the effective communication tool of listening.

The Keynote Session with Barbara Morgan will be followed by a choice of two more workshops and by the General Session given by Terry-Anne Gibson. Starting at 8:30 a.m., the conference is one day, packed with activity, learning and fun.

The workshops offered are as follows:

- Session 1A: Creating Your Future: Positive Thought = Positive Action, Jerri Mizrahi
- Session 1B: Understanding our Roles: Sexual assault, Stalking & Relationship Violence, Adrian Bang
- Session 2A: Bullying in the Workplace, Elizabeth Frederickson
- Session 2B: Self-Management: Self-Reflection, Assessment and Choices, Kimber Shaw
- Session 3A: How to be a Big Investor on a Small Budget, Al Robison
- Session 3B: Why **NOT** Listen, Jerald Catt-Oliason

General Session: Live Long, Live Well, Interactive Workshop, Terry-Anne Gibson.



Registration table

NEWS FROM NAEOP

First Place - Keynoter!

When Leslie Black called from Colorado to tell me that the BSUAOP Keynoter had won first place in the national competition at the National Association of Educational Office Professionals (NAEOP) conference, I was stunned!

The Keynoter, and I as Editor, received The Rachel Maynard Award for Excellence in Communication— First

Place, Local newsletter, Category 1. (Wow!)

Leslie, Teri Shafer, Suzan Raney, Kelley Davis and Linda Hamson represented BSUAOP at the conference Linda accepted the award in my absence! (Thank you!)

I'm sure that there were other fun activities, special speakers and good workshops held at the annual national conference, but I think I stopped listening when they said I won!

I am honored to be among previous BSUAOP winners, Editors Guen Johnson & Valencia Garrett (2007) and Misty Wynn (2006).

*Coleen Dudley, CEOE,
Editor*



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FAMILIAR FACES—NEW PLACES

Hello, My name is Kelley Davis and I am the BSUAOP Secretary. I became a member of BSUAOP a couple of years ago and after one year, decided I wanted to learn more about the organization and become a part of the board. I thought I would start in slow as an Area Rep, but when asked if I would consider being Secretary, I gave it a chance. I am now serving my second year as secretary and really enjoy being a part of an active organization. I have had the opportunity to travel to Sun Valley, Seattle, and Denver, attending the State and National Conferences. I have learned many things which benefit me as a person but mostly as an employee. Since being a local, state, and national member, it is my desire to broaden my wings and become a State Board Member and in time serve on the National Board as well.



Kelley Davis, Secretary BSUAOP

My daughters and I visited Idaho in the summer of 1998 and moved to Idaho in November 1998. My two teenage daughters are the loves of my life. We have two miniature doxies, Rosey who is three years old and very much a mama's girl and Jimmy who is one and a half and a very bouncy puppy.

I became a student at BSU in 2001 and a work study student for the Seland College Dean's Office. Angela Garcia introduced me to BSUAOP after becoming an Administrative Assistant in 2006. I worked for one year in the Dean's office and then moved to the Center Manager's Office as an Administrative Assistant. Many changes are going on with the Seland College as they become a part of the new College of Western Idaho. I chose to stay with Boise State and on August 18, I was welcomed into the Department of Nursing. I look forward to many good years with Boise State and with BSUAOP.

Kelley Davis, Secretary

HOLIDAY AUCTION

SAVE THE DATE for the **annual BSUAOP Holiday Auction on Friday, November 7, 2008 from 11:30 - 1:30!** Dr. Richard Klautsch will again be our lively auctioneer and the committee is already working hard to bring you lots of fabulous gift packages, gifts and personal items on which to bid. There may also be some new features this year - watch this newsletter and your email for more information!!!



Leslie Black, Holiday Auction Chair & PALS President.

MEET OUR FACULTY ADVISOR



continue as our faculty advisor for the 2008-2009

Darlene Travis, Chair of the Department of Radiologic Sciences, has agreed to

year. For those of you who have not yet met Darlene, she is a professor whose experience and knowledge make her an excellent resource for our organization. Teaching commitments prevented Darlene from attending our first monthly

meeting in September, but she is actively involved in our organization and provides us with excellent advice and guidance when requested. She may be reached at 426-3290. Her office is in the Health Sciences Building.

BOISE STATE UNIVERSITY

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.

PUBLICATION INFORMATION

The Keynote is published four times per year by BSUAOP. It is delivered primarily by email and is posted on the organization's website at:
www.boisestate.edu/bsuaop

If you wish to receive a hard copy, please contact Coleen Dudley, CEOE, Keynote Editor at 426-3383 or cdudley@boisestate.edu



Unknown photographer,
Autumn Leaves



Boise State University Association of Office Professionals
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The individuals pictured above are the members whom you have chosen to lead our organization for the 2008-2009 year.

In the front row are: Kelly Davis, Sally Naranche, Anita Castello, Terri Shafer and Debbie Porter. Standing in the back row are: Patti Harrell, Rita Fleck, Linda Hamson, Sue Antonich, Leslie Black, Andrea Witters and Shelly Doty.

Please take a moment to meet the board members, to thank them for their leadership and to volunteer for committees, workshops or other projects.

Our organization depends upon the commitment of its members to accomplish our goals. Contact President Sue Antonich at 426-1996 to volunteer to head a committee or participate on one.

Through participation, we meet new people, network with other members from across campus, learn new skills and polish existing ones.

I hope you will have a successful and rewarding year.

-Coleen, Dudley, CEOE, Editor