Welcome back! I trust you all had a terrific summer and are anxious to begin a new school year working for Boise State University. I am doubly anxious because not only do I have a new working year to look forward to but a very challenging year as President of BSUAOP.

1983-84 promises to be a very exciting year for BSUAOP. In addition to our luncheon meetings on the second Tuesday of each month (mark your calendars now), we also plan the third annual Christmas Party and Auction, the third annual Bosses Breakfast, and another full-day workshop similar to our very successful "Joe Goes to College" presented last year. Sounds like a fun and challenging year! Of course, none of these events can take place without a lot of organization and planning. Chairmen for each event have already been appointed but they all need help so if you wish to participate, please let me know. We would love to see more of you become active in our organization.

Two years ago, Past President, Maudie Garrettson, got us off to a great start as a brand new local chapter of IAEOP and NAEOP. Her theme was "Getting To Know You" and we really did just that. We have had the opportunity to put telephone voices with faces, names with jobs, and faces with names, enabling us to do our own jobs better and more efficiently as well as making many new friendships. With this initial groundwork, we now have a very sound foundation to build on and as I see it, there is really no place but up for our organization--thus my theme, "UP, UP AND AWAY!"

Yes, 100! How can you help? By becoming a dues-paying member. Dues money is mainly used to run the organization. Our biggest expense is printing of newsletters and other announcements. Become a dues-paying member so that you can continue to receive information about our upcoming activities. Just fill out the membership application at the end of this newsletter and send it along with $5 to our membership chairman, Donna Sistrunk.

Again, welcome back, and we hope to see all of you at our first meeting on September 13.

Jackie Fuller
President, BSUAOP

Coming Event

Getting To Know Us!

We have spent the past two years "Getting to Know You." Now it is our turn. Our first luncheon meeting of the year will be held on September 13 in the SUB and will be a great opportunity for you to get to know us. We will meet from 11:30-1:30 in the Student Union Building. We plan to make it a really fun event so mark your calendars now.

Watch your mail next week for a notice with all the details but do plan now to attend. Remember, BSU policy allows us one hour per month release time for professional development--take advantage of this and join us on:

September 13, 1983
11:30-1:30
SUB
We need your help! This publication is badly in need of a name. So—put on your thinking caps and come up with the perfect name and win a one lb. box of SEES candy.

Rules
1. Any recipient of this newsletter is eligible to enter.
2. Write your name and office address and phone number on a 3 x 5 card.
3. Insert this card in a plain envelope and seal.
4. Write your newsletter name on the front of the envelope.
5. Insert this envelope in a campus envelope and mail to Clare Spoor, Counseling Center, Chairman of the Name the Newsletter Committee.
6. Entries must be in by September 7 at 5:00 p.m.

The committee will select the winner and will announce its decision at the September 13 meeting. Winner need not be present to win.

The Typewritten Dash
A dash is formed by typing two hyphens with no space before, between, or after. The dash is often used in place of quotation marks or parentheses and to avoid confusion of too many commas. It is also used for special emphasis. Examples:

There is a flaw in the plan—a fatal one. I cooked the meal—but they got the credit. I said once—and I will say again—I disagree.

Delegate to NAEOP
Past-President, Maudie Garretson, was BSUAOP's delegate to the Advisory Council at the 49th Annual Meeting and Institute of the National Association of Office Personnel. Four other BSUAOP members, Mary Lou Crane, Mary Cozine, Mildred Edquist, and Jackie Fuller, also attended the meetings held on the campus of the University of Illinois in Champaign from July 24-31. The State of Idaho's delegation included five others for a total of 10. The five women will share with us some of their experiences at our September 13 luncheon meeting.

"Enjoy your dude-ranch vacation, Miss Weems?"

You'r.rx Thx Kxy
Does it matter when you don't show up at thx office? Everybody xisx will be thxrx. After all, you are only one person. You certainly don't make or break thx business. Take this old typewriter, for instance. Nothing wrong with it except for one of thx keys. But say how much differ for one key makes?
super who?

The Dean leaps tall buildings at a single bound. He is more powerful than a locomotive and is faster than a speeding bullet. He walks on water and gives policy to God.

The Department Head leaps short buildings in a single bound. He is more powerful than a switch engine and just as fast as a speeding bullet. He walks on water if the sea is calm, and talks to God.

The Professor leaps short buildings with a running start and favorable winds. He is almost as powerful as a switch engine and is faster than a speeding BB. He walks on water in an indoor swimming pool. He also talks with God if social request is approved.

The Associate Professor makes high marks on walls when trying to leap tall buildings. He is run over by locomotives and can sometimes handle a gun without inflicting self injury. He talks to animals.

The Department Secretary lifts tall buildings and walks under them. She kicks locomotives off the tracks and catches speeding bullets and eats them. She freezes water with a single glance. The Department Secretary is God.

typing hint

You have just stapled several pages together when you discover an error on one of the pages. Don't take the staple out. Just insert a blank sheet of paper approximately two inches into your machine. Then insert the bottom of the page you need to correct between this sheet of paper and the platen and roll backward. The blank sheet will come out and your page is in the typewriter.

congrats!

Congratulations to Mildred Edquist, Geology, and Jackie Fuller, Psychology, for earning their Professional Standards Program (PSP) Certificates. The awards, based on education, service, and experience were presented to Mildred and Jackie at the 49th Annual Meeting of the National Association of Educational Office Personnel in Champaign, Illinois on July 28.

YOU, TOO, CAN EARN A PSP!

If you would like to learn how you, too, can earn your PSP certificate, contact Mildred Edquist, BSUAOP PSP Chairman.

Other BSUAOP members who have earned their PSP's are Mary Lou Crane, Business Office; Mary Cozine, Counseling Center; Ernie Roberson, Graduate Studies; and Ruth Peterson Bechtel, Retired.

The second level of the PSP program is the attainment of the distinction of Certified Educational Office Employee (C.E.O.E.). This requires the receipt of the Advanced III PSP Certificate. BSUAOP member Ernie Roberson has a C.E.O.E. certificate and we salute her!
bosses breakfast response
--by Maudie Garretson

For those who did not attend the Bosses Breakfast in the Spring sponsored by BSUAOP, we must
tell you that several bosses on campus were victims of "Slave Labor." One of those more
fortunate and talented fellows was Mr. Gordon Phillips, Director of Administrative Services.
According to his office staff his assigned task is no new thing for him—he's capable of
producing. His assignment was to help Brenda McCann fill her entertainment requests for
BELLY DANCING! Soon after the breakfast, the following correspondence took place:

CIVILIAN AIDE
to
The Secretary of the Army

12 May 1983

Mr. Gordon Phillips
Director, Administrative Services
Dear Gordon:

I have always had the highest professional
and personal opinion of you, but at the BSU-AOP
Bosses Breakfast, I learned another talent you
are gifted at!

I am recommending, therefore, you entertain
the U. S. Sixth Army for the next two years!
Best wishes on your new assignment.

Respectfully,

William J. Keppler
Dean of Arts and Sciences
and CASA Sixth Army Area

THE EXOTIC DANCE CLUB
101 PERSIAN BLVD
BOISE, IDAHO

William J. Keppler, Dean
School of Arts and Sciences
CASA Sixth Army Area

Dear Dean Keppler:

Your communique of 12 May 1983, is hereby
acknowledged, regarding assignment with the
U.S. Sixth Army.

I regretfully have to decline the assignment,
due to extremely heavy prior commitments. My
debut was received with extraordinary enthus­
iasm, and my booking agent has all available
time committed for the next two years.

Regretfully,

Gordon G. Phillips

BSUAOP MEMBERSHIP APPLICATION

$5 membership dues (Professional dues are tax deductible)
Make check payable to BSUAOP and send to Donna Sistrunk, Student Health Services.

Name _____________________________ Position title and BSU office __________________________
Home address and Phone __________________________ Office Building and Room Number __________________________ Phone ____________

Renewal membership __________________________ New membership __________________________
Retired membership __________________________ Are you a member of IAEOP (State Assn.) __________________
Are you a member of NAEOP (Natl. Assn.) __________________
Would you like to serve on a BSUAOP Committee? ______
If so, indicate preference __________________________