

Keynoter

*Achieving
Begins
with
Believing*

Gay Barzee, Editor

Volume 19 Issue 4

February

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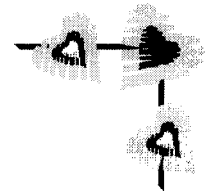
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A Message from the President

by Nancy Rountree

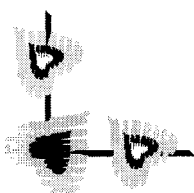


Boise State University's spring semester is in full swing. I know the beginning of each semester presents varying amounts of additional work for each of us. I hope you can catch your breath and enjoy some of the Olympic fever that surrounds each of us.

I want to thank Gwen Smith for her wonderful presentation at January's luncheon. Her program was centered on our theme for the year *Achieving Begins with Believing*. I was unable to attend but heard rave reviews of her talk. I am very appreciative of Gwen's expertise and her commitment to and involvement in BSUAOP.

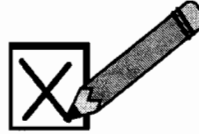
I attended the IAEOP board meeting on Saturday. Our state conference is planned for April 19th-20th here in Boise at the Doubletree Downtown. The cost is approximately \$130. The conference information will be coming from IAEOP early in February. Don't miss the scholarship deadlines if you need funding support to attend. They have some great workshops planned and with it being right here in town, it should be an opportunity for many of us to attend.

I look forward to seeing you at our February luncheon on the 12th.



"A good goal is like a strenuous exercise~it makes you stretch" —Mary Kay Ash

Nominations and Elections Update



We have had a great response to the elections and currently have one person nominated for each of the following offices: President-Elect, Vice-President, Secretary, Treasurer, Area Representatives 2,4,6 (2 year term) and 7 (1 year term). We are still soliciting nominations for each of these offices and would like to see at least two nominees running for each position. If you are interested in running for office or know of someone who might be, please contact Lois Santillanes by February 6th at noon. She can be reached at ext. 3434 or e-mail at lsantillanes@boisestate.edu. This is a great way to get involved in our Office Professionals organization and a fantastic way to earn points for your PSP.

ACE Update

By *Connie Charlton, Ace Representative*



The Association of Classified Employees (ACE) met on Thursday, January 24 at 1:30 in the Gipson Room. Jane Buser gave an update on legislative measures affecting classified employees. Jane noted that health benefit costs are increasing, and legislators voted to accept the Governor's recommendation to cover the employer's portion of increased cost, but not the employee's portion. Bottom line: our take home pay will decrease. She also described the RIF (Reduction in Force) policy and some ways that BSU may have to react, using that policy, if budget cuts are extreme enough to require layoffs. ACE encourages all classified employees to contact their legislators regarding legislation affecting state employees. Email can be sent from the following URL:

Our National Association of Educational Office Professionals Conference and Institute is July 19—27, 2002, in Greenville, South

IAEOP Spring Conference

By *Sue Belliston, IAEOP President-elect*

For those of you planning to apply for BSUAOP scholarships to attend the IAEOP Spring Conference April 18-20 at the DoubleTree Downtowner, the cost will be \$130 (\$110 conference fee, plus a \$20 active membership fee.) Registration information and forms are still being developed and will be posted on the IAEOP website soon. Be sure and check with your BSUAOP scholarship committee for your scholarship application deadline!

We hope this will be the biggest and best Spring conference to date! Watch our website for the updated conference information: idahoeop.org. See you there!



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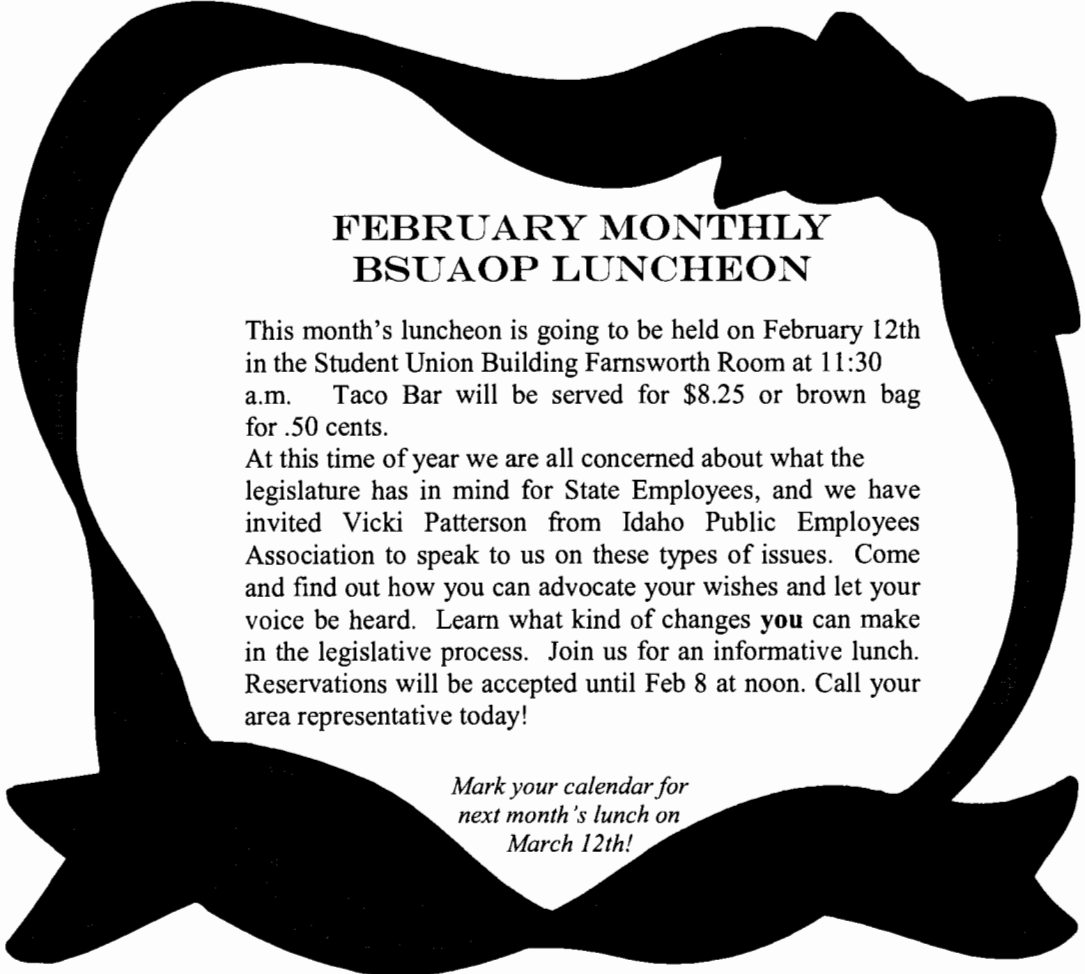
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the Executive Board
Members by mail, please
address the document as
follows:

Person's Name
Department/Mail Stop
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Boise, ID 83725



**FEBRUARY MONTHLY
BSUAOP LUNCHEON**

This month's luncheon is going to be held on February 12th
in the Student Union Building Farnsworth Room at 11:30
a.m. Taco Bar will be served for \$8.25 or brown bag
for .50 cents.

At this time of year we are all concerned about what the
legislature has in mind for State Employees, and we have
invited Vicki Patterson from Idaho Public Employees
Association to speak to us on these types of issues. Come
and find out how you can advocate your wishes and let your
voice be heard. Learn what kind of changes **you** can make
in the legislative process. Join us for an informative lunch.
Reservations will be accepted until Feb 8 at noon. Call your
area representative today!

*Mark your calendar for
next month's lunch on
March 12th!*

Scholarship Dollars Available!

By Angela Garcia

The IAEOP Annual State Conference is being held on April 19-20th this year at the
DoubleTree Downtowner. If you are planning to attend and want to apply for scholarship
money to help with your registration fees, read on.

**Scholarships may be applied for and are due on two more occasions during the
remainder of spring semester 2002 as follows:**

Friday, March 1st applications are due for Annual State Conference (held
April 19-20).

Wednesday, May 1st applications are due for Summer and Fall '01 tuition
and the Annual National Conference (July 22-26).

**Contact Valencia Garrett to request a copy of the application form by e-mail.
Completed forms to be returned to Valencia Garrett: Social Sciences & Public Affairs,
MS 1900, Email: vgarrett@boisestate.edu Fax: 4318 Ext. 1368**

Office Professional of the Year

BSUAOP is looking for a qualified individual worthy of the title "Educational Office Professional of the Year." Each year we participate in the Idaho Association of Educational Office Personnel "Olive T. Ritchie Educational Office Professional of the year" program. The winner of the state competition is eligible for consideration at the national level.

Eligibility requirements include:

Candidate must be a current BSUAOP member.

Candidate must currently be employed as an educational office professional.

Candidate must have been employed as an office professional for a minimum of five (5) years in an educational institution, agency, public or private school, college or university.

Criteria for judging will be:

Education, PSP Certificates, Inservice Courses Completed

Membership/Leadership Roles in Professional Associations

Community Activities (areas of impact in addition to education)

Personnel Rating

Letters of Recommendation

If you know of a BSUAOP member that merits consideration for this award and you would like to submit an application, we would like to hear from you!

Deadline for submitting nominations is **March 19.**

Winners will be introduced and recognized at the Bosses Breakfast on May 10, 2002.

The nomination form is on the back of this announcement and should be returned to: Angela Garcia, Selland College of Applied Technology, 426-2238

BSUAOP Office Professional of the Year - 2002

Nomination Form

Name of Candidate:

Mailing Address:

Phone Numbers:

Employed by:

Immediate Supervisor:

Mailing Address:

Phone Number:

Eligibility Requirements:

Current BSUAOP Member

**Currently employed as an
educational office professional**

**Minimum five years employment
in an educational institution**

Criteria for Judging

Education:

PSP Certificates:

In-service Courses Completed:

Membership/Leadership Roles in Professional Associations:

Community Activities (areas of impact in addition to education):

Personnel Rating:

Letters of Recommendation (3):

Educational Administrator of the Year

The winner of our Association contest will be submitted for consideration at the IAEOP State and, possibly, National level.

BSUAOP has a great track record in producing winners at the State and National levels! Previous Educational Administrators of the Year include Dr. Richard Hart, Dr. Bill Mech, Dr. Sharon Cook, Dr. Anne Payne, and Dr. Gwen Smith.

Listed below are the eligibility requirements:

Candidate must be currently employed as an educational administrator.

Candidate must have been employed as an educational administrator for five (5) years.

Candidate must be a member of the national education association, which represents his/her professional occupation.

Criteria for judging will be:

Experience in educational field

Educational background

Membership/Leadership responsibility in professional associations

Local/State/National awards received relative to work in education

Support of Educational Office Professionals

Letters of recommendation

If you know of an administrator worthy of consideration for this award and you would like to submit an application, we would like to hear from you!

Deadline for submitting nominations is *March 19.*

Winners will be introduced and recognized at the Bosses Breakfast on May 10, 2002.

The nomination form is on the back of this announcement and should be returned to: Angela Garcia, Selland College of Applied Technology, 426-2238.

**Boise State University
Association of Office Professionals**

Administrator of the Year Nomination form

Name of Candidate:

Mailing Address:

Telephone Numbers: Office

Home

Employed by: (Department, School, College, etc)

Position:

Immediate Supervisor (if any)

Mailing Address:

Telephone Numbers: Office

Home

Signature of Sponsor

Date

(qualifications to be submitted on a separate enclosre)

Carrots - Eggs - or Coffee

A Little Story About Life's Adversity

A daughter complained to her father about her life and how things were so hard for her. She did not know how she was going to make it and wanted to give up. She was tired of fighting and struggling. It seemed as one problem was solved a new one arose.

Her father, a chef, took her to the kitchen. He filled three pots with water and placed each on a high fire. Soon the pots came to a boil. In one he placed carrots, in the second he placed eggs, and the last he placed ground coffee beans. He let them sit and boil, without saying a word.

The daughter sucked her teeth and impatiently waited, wondering what he was doing. In about twenty minutes he turned off the burners. He fished the carrots out and placed them in a bowl. He pulled the eggs out and placed them a bowl. Then he ladled the coffee out and placed it in a bowl. Turning to her he asked. "Darling, what do you see?" "Carrots, eggs, and coffee," she replied.

He brought her closer and asked her to feel the carrots. She did and noted that they were soft. He then asked her to take an egg and break it. After pulling off the shell, she observed the hard-boiled egg. Finally, he asked her to sip the coffee. She smiled as she tasted its rich aroma. She humbly asked. "What does it mean Father?"

He explained that each of them had faced the same adversity, boiling water, but each reacted differently. The carrot went in strong, hard, and unrelenting. But after being subjected to the boiling water, it softened and became weak. The egg had been fragile. Its thin outer shell had protected its liquid interior. But after sitting through the boiling water, its inside became hardened. The ground coffee beans were unique, however. After they were in the boiling water, they had changed the water.

"Which are you?" he asked his daughter. "When adversity knocks on your door, how do you respond? Are you a carrot, an egg, or a coffee bean?" Are you the carrot that seems hard, but with pain and adversity do you wilt and become soft and lose your strength? Are you the egg, which starts off with a malleable heart? Were you a fluid spirit, but after a death, a breakup, a divorce, or a layoff have you become hardened and stiff. Your shell looks the same, but are you bitter and tough with a stiff spirit and heart?

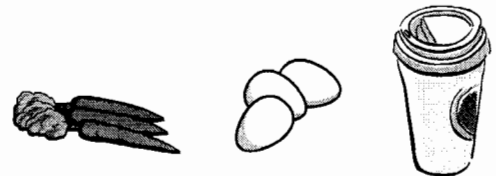
Or are you like the coffee bean? The bean changes the hot water, the thing that is bringing the pain, to its peak flavor reaches 212 degrees Fahrenheit. When the water gets the hottest, it just tastes better.

If you are like the coffee bean, when things are at their worst, you get better and make things better around you.

How do you handle adversity?

Are you a carrot, an egg, or coffee?

—Submitted by Connie Robinson, Area 1 Representative



Did you know...

Culinary Arts will be serving breakfast from 7:00—8:00 a.m. beginning February 11. For more information call x6368 for menu offerings.

Boise State University
Association of Office Professionals
Grace Jenkins, Editor
C/O Education Department, Mail Stop 1745
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BSUAOP Keynoter

BSUAOP Areas

Area I:

ET Building, Career Center, Children's Center, Canyon County, Extended Studies, MEC, FOAM, IBEDC, Lincoln Hall, Mail Services

Area II:

COAT, Athletics, Auxilliary Gym, Bookstore, Campus Safety, DH, Select-a-Seat, Kinesiology,

Area III:

Library, Liberal Arts, Morrison Center

Area IV:

Administration and Student Housing

Area V:

Communications, Health Science Riverside, Hemingway Center, Library, Math/Geology, Morrison Center, MP, Nursing, Raptor Research, SMITC

Area VI:

Admissions, CX, COBE

Area VII:

AC, Education, Nursing, PAAW

***Achieving
Begins
With
Believing***



Check us out!
boisestate.edu/bsuaop/

*Thought for the month:
If you do what you've always done, you'll get what you've always gotten!*

Happy Birthday to all our members born in February!
Next Month Important Dates:
Fashion Show Luncheon March 12, Board Meeting March 26




BSUAOP Events

February 2002



	S	M	T	W	T	F	S
						1	2
3		4		5	6	8	9
10		11	12 BSUAOP LUNCHEON	13	14 Valentine's Day	15	16
17		18 President's Day—BSU Closed	19	20	21	22	23
24		25	26 Executive Board Meeting	27	28		