



**APA Executive Board Meeting Minutes**  
**Tuesday, January 9, 2024**  
**2:00 to 3:30 p.m. Webex**

**Roll Call:**

**Present:** David Birkam, Laura Ciccantell, Jennifer Clements, Tracey Lawie, Doug Mathews, William McQuitty, Jordan Olson, Anthony Perez, Bonnie Pfingst, Eleonora Philopoulous, Karlee Pirrotta, Janice Quakenbush, Malia Roberts, Elena Wood

**Absent:** Bonnie Gabriel, Ronald Dillard, Phillip Koch, Valaree Kyser, Michelle Loedeman, Ariel Palau, Sara Volmering, Jhauncy Woodruff

Land acknowledgement statement: "We would like to recognize Western Michigan University is located on lands historically occupied by Ojibwe, Odawa, and Bodewadmi nations. Please take a moment to acknowledge and honor this ancestral land of the Three Fires Confederacy, the sacred lands of all indigenous peoples and their continued presence."

- I. Approval of Agenda meeting started at 2:05 p.m., agenda approved
- II. Officers' Reports
  - a. President
    - i. Upcoming meeting on Friday with Dr. McCorkle and Dr. Olson
  - b. Vice President – no report
  - c. Treasurer
    - i. The starting balance was \$8129.38, had a new membership come in and a few expenses paid.
    - ii. Ending balance - \$7779.80
    - iii. No change in scholarship fund
    - iv. Budget approved
  - d. Corresponding Secretary nothing to report
  - e. Recording Secretary
- III. Committee Reports
  - a. Membership – nothing new
  - b. Nominations and Elections – nothing new
  - c. Awards and Recognition – nothing new
  - d. University Committees – nothing new
- IV. Area Reports
  - a. Academic Affairs

- i. Office of admissions and Provost heavily focusing on Hispanic and Latinx student recruitment, possibly getting a professional translator, community outreach, not only for students but Faculty & Staff as well. Hispanic/Latinx is the fastest growing population, particularly in our region and these are important endeavors.
    - ii. Dr. Glass is getting acclimated and supportive of staff
  - b. Administrative Affairs
    - i. Lost a few Gift Officers to other opportunities
  - c. Business & Finance
    - i. Design Professional meetings on how space is being utilized and how to do it better. Big projects – working on Dunbar, will be beautiful when finished; Space utilization and university master plan are in the beginning headed into middle phase – now analyzing the study.
  - d. Student Affairs
    - i. Rec center is doing well, New Year New You is underway for employees from 11am – 2pm with many services and activities, for students in the evenings. Faculty/Staff pickleball on Wednesdays and Monday nights, can try classes for free this week. WMU was the 22<sup>nd</sup> school to sign on to the Okanagan Charter, a framework for institutions to embed health into all aspects of campus culture and to lead health – promotion action locally and globally.
    - ii. Student sign up for housing for apartments is open, in a few weeks they can sign up for resident halls and Henry will be available next year. An exciting announcement from the University is forthcoming. Student center dining hours have been extended to 3pm, but they are having challenges with staffing.
- V. Old Business
  - a. Strategic planning recap and next steps
    - i. William updated the documents, and they are in TEAMS for review
    - ii. William reviewed updated plans with Officers
    - iii. Work on Goals
      - 1. Discussion of recruitment and diversity, making sure diversity is a stand-alone item that ensures priority.
      - 2. Prioritizing when each goal will be worked on review of the 5-year plan
        - a. Goal 1 major focus of year one

- i. Decided for APA to follow the University Fiscal Year for execution of plan
    - ii. Add in year 4 check in to ensure staying on track with goals and adjusting as needed
    - iii. Execution of goals will be clearly laid out on actual plan
  - b. Goal 2
    - i. More will be done in Year two
    - ii. Review added to year 4
    - iii. Clarified that on hold does not mean to wait entirely, continue what currently is being done, but hold the changes until year 2
  - c. Goal 3
    - i. Start Planning in year 1 including ensuring we utilize endowment properly
    - ii. Year 2 dig in more
    - iii. Year 4 review and maintenance into year 5
  - d. William will make recommended edits and send them out to membership for review in the next week.

VI. New Business – nothing new

VII. Announcements

- a. Request of Members: Please reach out to us with any questions you would like to ask Provost Julian Vasquez Heilig, Dr. Chris Cheatham, Dr. Sara Nelson, and Dr. Cristobal Rodriguez
- b. The Western Association of Retired Faculty (WARF) is hosting a learning session on navigating expensive retirement healthcare costs on January 19 from 2:00 – 3:30 p.m. in CHHS room 1010

VIII. Upcoming Meetings

- a. Monday, February 5, noon to 1:00 p.m.: APA & PSSO Officer meeting with Provost Julian Vasquez Heilig, Chris Cheatham, Sara Nelson, and Cristobal Rodriguez. Meeting is In-person at Waldo Library, Rm 3027.
- b. Tuesday, Feb. 13, 2:00 to 3:30 p.m.: Executive Board meeting: Meeting is in-person, location at Waldo Library, Rm 3027.
- c. Wednesday, Feb. 21, noon to 1:00 p.m.: General Membership Meeting, Webex.
- d. Thursday, March 7, noon to 1:00 p.m.: APA & PSSO Officer meeting with VP Jan Van Der Kley and AVP Warren Hills. The meeting is in-person at Waldo Library, Rm 3027.



IX. Adjournment – meeting adjourned at 3:04 p.m.

Respectfully submitted by Tracey Lawie, Recording Secretary