

## APA Executive Board Meeting Agenda

Tuesday, September 12, 2023  
2 to 3:30 p.m. Webex

### Minutes

#### Roll Call:

Present: William McQuitty, Erica Martinez, Jennifer Clements, Sara Volmering, Tracey Lawie, Laura Ciccantell, Ariel Palau, Jordan Olson, Malia Roberts, Michelle Loedeman, Eleonora Philopoulos, David Birkham, Ron Dillard, Anthony Perez, Bonnie Gabriel, Janice Quakenbush, Valaree Kyser.

Absent: Phillip Koch, Doug Mathews, Bonnie Pfungst, Jhauncey Jacobs, Elena Wood.

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. Call to order @2:06 pm Approval of Agenda - William
- II. Officers’ Reports
  - a. President – William
    - i. APA & PSSO joint meeting set up for Oct. to start a partnership through this year to meet with University Leadership
    - ii. Met with VP Jan Van der Kley and Assoc. VP Warren Hill
      1. Special thanks to Warren and HR for restoring years of service to WMU employees who were let go during pandemic and rehired later.
      2. Preview for Health coverage, unable to update as negotiations are still in process, but feeling optimistic
      3. Enrollment impact on budget – still too early to finalize, but WMU has benefited from a state fund that covers college tuition for public school employees to get their teaching degree to help address the teacher shortage
      4. Equitable hiring practices were clarified more
      5. New travel partner Collegiate Travel replacing AAA
      6. Selected a new performance management system
      7. Completed selection of new leadership program
      8. AON contract has expired, and a new bidding process will begin soon, New Student Center was completed with no added expenses to Western. Still looking for a partner on pub.
  - b. Vice President – Erica
    - i. Erica has accepted a new position within the university and must step down from her position. Anyone interested in serving as the VP of APA should reach out to Malia and/or William.
  - c. Treasurer – Jennifer
    - i. Starting budget \$7247.42, all membership dues are in for the year, bringing ending budget to \$8311.42

- ii. Scholarship started at \$23,390.94 and \$500 was given out, with ending balance of \$22,890.94
- d. Corresponding Secretary – Sara
  - i. Moving forward with redesign project and has some volunteers from general membership and will get website updated and organized.
- e. Recording Secretary – Tracey – nothing to report

### III. Committee Reports

- a. Membership – Sara & Malia
  - i. Moving forward with Fall events
    - 1. Nov. 9 WMU Benefits Expo and will be seeking out volunteers to staff the table all day, will post a link in Teams to sign up
    - 2. Sept. 27 APA meet and greet 11:30 – 1pm at Lee Honors College; use this to move members from free to paid membership. Feel free to invite all fellow employees so they can learn more about us.
- b. Nominations and Elections – Malia
  - i. We are accepting nominations for VP. Feel free to reach out with questions and nominations will stay open until 9/22.
- c. Awards and Recognition – Michelle – nothing to report currently

### IV. Old Business

- a. Strategic Planning Group Updates
  - i. Goal 1 – Jennifer & Malia
    - 1. Working on setting up meetings, have a few extra members signed up
  - ii. Goal 2 – William & Erica
    - 1. First meeting this Friday
    - 2. Erica will continue on this committee
  - iii. Goal 3 – Tracey & Sara
    - 1. First meeting on 7/14 and further meetings set
    - 2. Recruited additional committee members from general membership
- b. Policy Writing
  - i. Will bring ideas to Sara Nelson for partnership

### V. New Business

- a. APA Swag
  - i. Dwindling down to mugs, buttons, and few cozy's
  - ii. Discussed smaller quantity to get through this year as logo/name changing
  - iii. Use up remaining swag
  - iv. David and Jennifer volunteered to put together items and quotes for next meeting
- b. October General Membership Meeting
  - i. Idea: Bring Sara Nelson and Cristobal Rodriguez to discuss how they intend to work with staff
  - ii. Recommended online so it is easier for people to join and accommodate a large group
  - iii. Recommendations were solicited from Board for other campus leadership to have meet with APA

### VI. Announcements

- a. Attend the APA Meet & Greet from 11:30 a.m. to 1 p.m. on Wednesday, Sept. 27 in the Lee Honors College Lounge. Get to know staff from across campus and learn about the APA!
- b. All are welcome to attend the Student Center building dedication ceremony on Sept. 28 in the Ballroom on the 2<sup>nd</sup> floor at 1pm.

- c. Accepting volunteers helping for an event for the Multicultural Meet and Greet event for underrepresented students in new student center on Monday, Sept. 18
- d. New Bronco IDs

VII. Upcoming Meetings & Events

<b>Date</b>	<b>Time</b>	<b>Topic</b>	<b>Location</b>
<b>Wednesday, Sept. 27</b>	11:30 a.m. to 1 p.m.	APA Meet & Greet	Lee Honors College Lounge
<b>Tuesday, Oct. 3</b>	noon to 1 p.m.	APA+PSSO Officer meeting with Sara Nelson and Cristobal Rodriguez	Waldo Library, Room 3027
<b>Tuesday, Oct. 10</b>	2 to 3:30 p.m.	Executive Board meeting	Waldo Library, Room 3027
<b>Wednesday, Oct. 25</b>	noon to 1 p.m.	General Membership meeting	Webex
<b>Thursday, Nov. 9</b>	9 a.m. to 3:30 p.m.	APA table at Benefits-Wellness Expo	Student Center
<b>Tuesday, Nov. 14</b>	2 to 3:30 p.m.	Executive Board meeting	Webex

VIII. Meeting Adjourned at 2:52 pm