
APA Executive Board Meeting Minutes
Wednesday, February 10, 2021
Webex Meeting

ROLL CALL

Present: Mike Berdowski, Stacie Ballard, Lauren Carney, Jennifer Clements, Jennifer Klauth, Laura Large, William McQuitty, Patty Mikowski, Alice Molvern, Janice Quakenbush, Malia Roberts, Teri Schrimpf, Amy Seth, Sara Volmering, Jake Woods

Absent: Laura Ciccantell, Mario Galbreath, Lynda Hunt, Julie Lenczycki, Michelle Loedeman, Nathan Nguyen, Leah Smith

Malia Roberts called the meeting to order at 11:31. The agenda was approved.

PRESIDENT'S REPORT

- Malia Roberts reported that the officers have not met with Jan Van Der Kley and Warren Hills since the last board meeting.
- Malia noted that a prior APA member has had their job changed to hourly and wanted to know if she is eligible to remain as an APA member. Our by-laws allow for members to continue if they desire so Patty Mikowski (Treasurer) will extend that offer to her.

VICE-PRESIDENT'S REPORT

- Laura Large noted that we just received an email concerning performance management reviews which will be due the end of May. Discussion followed including the timing of reviews due to COVID and concerns for staff that do not get a review but a satisfactory review must be on file in order to apply for telecommuting. We will add the review process to our next meeting with Jan and Warren and also ask for clarification on the telecommuting policy for those that do not get a review.

TREASURER'S REPORT

- Patty Mikowski reported that the only activity were the prizes for the Holiday Party and some Use Tax. Balance as of the end of January is \$8,111.15.

CORRESPONDING SECRETARY'S REPORT

- Janice Quakenbush will send out information on the upcoming General Meeting (February 24) and ask for questions for Provost Bott.

RECORDING SECRETARY'S REPORT

- No report.

COMMITTEE REPORTS

Membership

- Sara Volmering reported that they have met and are working on activities that will recruit new members and engage current members. Projects include planning future activities, rewriting the brochure and updating the website.

Nominations and Elections

- Laura Large reported for Lynda Hunt that they will be asking current board members about continuing on the board or not. Elections will be held in March/April so the new board members

can be installed in May. Since there was no election last year, some positions will be elected for one year terms and some for two year terms. Laura also has created a document noting attendance records and will place it in Teams for review. She will also be getting the most recent list of eligible APA staff to determine the representation count by area.

Awards and Recognition

- No report.

Service

- No report

OLD BUSINESS

- Parental leave letter update – William McQuitty shared the current letter on Teams. It is still open for review but they would like to send it out soon to get letters of support and testimonials. This will be on the agenda for the next Jan and Warren meeting.
- General Membership Meeting agenda – Malia Roberts reported that Provost Bott will be on the agenda from 12:30 – 1:00 to give a general overview of interdisciplinarity and to answer questions that we will be requesting from members. The first half of the meeting will be an update on what APA has done, announcement about the spring luncheon and awards ceremony, and an overview of the Parental Leave letter and the HR/RIF bumping letter.
- HR/RIF bumping letter – Lauren Carney reported that she has incorporated the final changes and it is on Teams.

NEW BUSINESS

- None

ANNOUNCEMENTS

- Lauren Carney announced that SHARE (The Society for History and Racial Equity) is looking for an executive director.
- Sara Volmering announced there is an Open Education Resources Online Symposium on March 4. <https://wmich.libcal.com/event/7502803>

Meeting adjourned at 1:02.

Respectfully submitted,
Teri Schimpf

Upcoming Meetings/Events:

- Wednesday, Feb 24, 2021 General APA Meeting Noon-1:00
- Thursday, March 4, 2021 Officers w/Jan Van Der Kley and Warren Hills 1:30-2:30
- Wednesday, March 10, 2021 Executive Board 11:30-1:00