

APA Executive Board Meeting Minutes
Wednesday, September 22, 2021
WebEx Meeting

ROLL CALL:

Present: Stacie Ballard, Laura Ciccantell, Jennifer Clements, Laura Large, Douglas Mathews, William McQuitty, Jackie Michels, Alice Molvern, Nathan Nguyen, Bonnie Pfindt, Eleonora Philopoulos, Stephanie Radant, Malia Roberts, Teri Schrimpf, Amy Seth, Sara Volmering, Elena Wood

Guest: Mike Berdowski

Absent: Brianna Galli, Lauren Carney, Jennifer Klauth, Michelle Loedeman, Patty Mikowski

Call to Order: William McQuitty, President, called the meeting to order at 11:35 am.

OFFICERS' REPORT:

President: William reported that he has corresponded with Dr. Kahler Schuemann, Chief of Staff, about status of the RIF Committee and it remains in process to explore options this fall. They discussed the concept of doing this in-house versus through an external partner and President Montgomery feels that an external partner will give an unbiased lens. There are plans for another Employee Engagement Survey this fall. Here's the Q&A from the last one: <https://wmich.edu/employee-engagement/qa>.

William reported on the officers meeting with Jan Van Der Kley and Warren Hills. There's been an 8% decline in credit hour enrollment this year. They are exploring improved efficiencies including closing some buildings and consolidating services including dining. The SCS staff raises will be market driven and will not be known until after the state budget is issued in October and the raises will be retroactive to July 1st. The AON review of market rates (<https://wmich.edu/hr/scs-market>) is supposed to be done every three years and it is time. The vaccination rates on campus 66%. The verification of out of state reporting has taken longer. Online students do not need to submit their record, but are included in enrollment figures which skews the numbers down. They discussed why there was no full mandate issued for the return to campus. The taskforce felt that this allowed some flexibility with testing and efforts could still be dialed up, and that there are many differing views across the state. It was noted that there are not many staff who are refusing to get tested and that there was a 2.5% positivity rate. They will reevaluate the plan at beginning of October. The return to work letter with concerns was sent to President's Cabinet and will be reviewed next month. There have been no updates on the parental leave policy recommendations. They will hold additional Staff Engagement forums for 100 people but they would like topics of interest. We will inquire at the upcoming General Membership meeting. There are no HR trainings planned for this year.

William reported that we can also reach out to Clara Davis, Occupational Safety and Health Specialist and Certified Workers' Compensation Professional, with concerns as she is part of the Environmental Health and Safety Services unit which has resources to help staff including Covid return to field guidelines: <https://wmich.edu/ehs/covid-19>

Vice President: No report from Nathan Nguyen.

Treasurer: In Patty Mikowski's absence, Laura Large reported that there was no activity in August. The report was approved.

Corresponding Secretary: No report from Jennifer Clements.

Recording Secretary: Laura Large will post minutes in Teams Channel and approval is needed. Then they will be sent out to apa-all email distribution list and posted on the website.

COMMITTEE REPORTS:

Membership: Mike Berdowski and Sara Volmering reported that the agenda for the General Membership is: Ed Martini guest speaker, APA Updates, breakout sessions with board members to facilitate (15 minutes) with questions that will be determined via the Teams channel. They are beginning to plan the Holiday gathering and want to see if which is preferred: virtual or in person and whether afternoon or evening. We will be hosting a table at the upcoming Benefits expo.

Membership Form: <https://wmich.edu/sites/default/files/attachments/u434/2020/apa-membership-form-Dec-2020.pdf>

Nominations and Elections: No report from Malia Roberts. William reported that Lauren Carney has resigned from this Board. A replacement from the Administrative Affairs can be appointed with approval by this board. A recommendation will be presented at the next meeting. Also, someone is needed to assist our Treasurer, Patty Mikowski, while she is on leave. This entails submitting and completing new memberships and paying any expenses. Jackie Michels and Elena Wood offered to cover and will contact her for what's needed.

Awards and Recognition: No report as Michelle Loedeman was absent.

Service Committee: Inactive.

NEW BUSINESS:

William reported that we received a request from a nonexempt staff member who wants to serve on the membership committee despite not being an eligible member of the APA. After examining the constitution and bylaws and a discussion among the executive board members, it was decided that there was nothing precluding her from serving on the membership committee. William will reach out and inform her of the board's decision.

Future Executive Board meetings will be virtual until there is no longer a mask mandate on campus.

UPCOMING MEETINGS:

Wednesday, September 29, 2021 General Membership meeting Noon – 1 p.m. Webex

Wednesday, October 13, 2021 Executive Board 11:30 a.m. – 1:00 p.m. Webex

Thursday, November 11, 2021 Jan and Warren Meeting Noon – 1:00 p.m. Webex

ADJOURNMENT: The meeting was adjourned at 12:20 pm.

Respectfully Submitted,
Laura Large
Recording Secretary