

APA Executive Board Meeting Minutes
Wednesday, January 12, 2021
WebEx Meeting

ROLL CALL:

Present: William McQuitty, Teri Schrimpf, Brianna Galli, Douglas Mathews, Elena Wood, Jackie Michels, Jennifer Klauth, Nathan Nguyen, Val Horwath, Alice Molvern, Bonnie Pfingst, Eleonora Philopoulos, Jennifer Clements, Laura Ciccantell, Malia Roberts, Julia Primavera Kuntz, Stephanie Radant

Absent: Sara Volmering, Amy Seth, Michelle Loedeman

Call to Order and Agenda: William McQuitty, President, called the meeting to order at **11:30 am**. The agenda was approved.

OFFICERS' REPORT:

President: William read the land acknowledge statement acknowledging Western is located on lands historically occupied by Ojibwe, Odawa and Boedwadmi nations.

RIF policy review committee update: William gave an update from the last meeting. There were 6 people in attendance. They discussed the positives and the challenges of the current RIF policy. Some of the challenges that were mentioned are: letting go of individuals who were hard working and valuable assets; the bumping process; lean staffing and reducing our diversity; lack of compassion; penalizing staff who had the chance to come back. There was a discussion regarding hopes for the new policy. Some of these included: mixture of seniority and the work being done; retirement buyout options for staff; consistency with the process across the university. The review process will include two listening sessions with PSSO and APA with Segal. Segal will then design a policy and submit for approval. They are hoping to have the new policy ready for fall 2022. There was a question about whether this new policy will be available for people to comment per the policy review process.

Officer meeting with Warren and Colleen update: Staff engagement forums: There are no official results yet. The VP's have given a report to the President's Cabinet for review. A suggestion was made that it would be nice if we could see the report. We would like to continue these meetings but voiced our concern with selection bias (the same people attending all the time) and lack of feedback and action on the concerns raised. We recommended leadership could go to departments, offer an anonymous option, and track who is attending. It would be helpful if we could have the questions ahead of time for more thoughtful feedback.

Collaborative solutions: William asked what initiatives were going to be worked on in the coming year that we might be able to help with. The RIF review was mentioned. HR will be working on obtaining a new staff evaluation process that they hope to pilot in fall 2022. HR is planning to finish the first leadership program and start cohort 2 in fall 2022.

Exit interviews: Warren provided clarification of the process and who conducts the interview. Currently, the process is a face-to-face process, but HR is exploring an online option. We asked about the feasibility of cross comparing exit interview data with the staff engagement survey data. During the Executive Board meeting we discussed asking an APA member who also works in HR to join us for a conversation about exit interviews.

Vice President: No report from Nathan Nguyen.

Treasurer: Jackie Michels reported. Beginning balance for December was \$9,313.44. One new membership and expenses for the holiday party. Final balance for December is \$9,065.49. Change in fund and cost center at accounting services request. The report was posted to the Teams Channel. The December 31, 2021 financial report was approved.

Corresponding Secretary: Nothing to report from Jennifer Clements.

Recording Secretary: Stephanie Radant will post minutes in Teams Channel and approval is needed. Then they will be sent out to apa-all email distribution list.

COMMITTEE REPORTS:

Membership: The membership committee will meet next week and will discuss the upcoming general meeting.

Nominations and Elections: Malia reported that nominations and elections will be taking place later in the spring.

Awards and Recognition: Nothing to report. William will email Michelle requesting an update since the APA scholarship deadline is January 15.

OLD BUSINESS:

- a) Problem Solving Conversations
 - a. William, Julia and Val will meet next week to brainstorm about having these conversations. They will report back next month.
- b) COVID Compensation Letter
 - a. William and Laura will start composing the letter. Hope to complete by the end of the month.

NEW BUSINESS:

- a) Vote new treasurer – William made a motion to vote Jackie into the vacant treasurer position. Jackie was voted into the role of treasurer.
- b) “Friends of the APA” membership tier: We discussed the possibility of offering a “friends of APA” membership tier similar to PSSO. The APA will welcome any non-bargaining staff member to attend APA events and allow them to participate without paying a fee. William will draft an update of the bylaws. It will be posted in teams for us to vote on. The executive board will continue to review and vote on requests from non-exempt staff members who want to be full APA members.

ANNOUNCEMENTS:

- Julia announced Advancement is working on their 1.25 billion funding campaign. Advancement will be reaching out to faculty and staff for us to report our biggest dreams for them to work on during the campaign.
- A question was raised about who meets with Jan and Warren and how often do the meetings occur. The officers of APA meet bi-monthly. The officers create an agenda and often those agendas come from ideas and discussions we have in the exec board.

UPCOMING MEETINGS:

- a) Wednesday, February 9, 2022 Executive Board 11:30 a.m. – 1:00 p.m. Dr. Bott will join this executive board meeting. A more concrete agenda will be put together soon.
- b) Wednesday, February 23, 2022 APA general meeting 12:00 p.m. – 1:00 p.m.

- c) Added Jan and Warren meeting, March 3 12:00 pm – 1:30 pm
- d) Meeting updated from March 3 to March 9 with a time change from noon – 1:30 to 11:30- 1 pm.
Wednesday, March 9th, 2022 Executive Board 11:30-1 p.m.

ADJOURNMENT: The meeting was adjourned at **12:46 pm.**

Respectfully Submitted,

Stephanie Radant
Recording Secretary