
APA Executive Board Meeting Minutes
Wednesday, April 11, 2018
Bernhard Center Faculty Dining Room

ROLL CALL

Present: Nick Griffith, Lynda Hunt, Laura Large, Toni Latham, Monica Liggins-Abrams, Michelle Loedeman, Julie Lenczycki, Patty Mikowski, Natalie Nguyen, Julie Rickert, Teri Schrimpf, Amy Seth, Liz Teviotdale, Chris Voss, Faith Wicklund

Absent: Mario Galbreath, Janice Quakenbush, Caroline Ray, Mary Ramlow, Leah Smith, Margaret von Steinen, Jake Woods

Committee Member: Malia Roberts

Before the meeting was called to order a presentation of the Tony Griffin Service Award was presented to Monica Liggins-Abrams as she was unable to attend the Awards Ceremony last week. The meeting was called to order at approximately 11:38 am by Lynda Hunt.

PRESIDENT'S REPORT

- Lynda Hunt thanked Monica Liggins-Abrams for taking over while she was unable to attend meetings the past couple of months.

VICE-PRESIDENT'S REPORT

- Monica Liggins-Abrams reported that they are working on the executive summary of the survey so it will be ready for the APA meeting with President Montgomery (Wednesday, April 25 at 1 pm) They hope to have the draft report to the APA officers by Friday or Monday. She is also starting to work on the agenda for the meeting with President Montgomery. A roster will be created of who will be attending the meeting with their department and numbers of years at WMU.

TREASURER'S REPORT

- Nick Griffith reported that the beginning balance was \$7,526.26. There was income from membership dues, spring luncheon registrations, and spring luncheon contributions. We also received a refund from HopCat from the holiday party. No expenses this month as the spring luncheon expenses will be included next month. The ending balance as of March 31, 2018 is \$11,360.76. A list of departments that contributed to the spring luncheon was included. There may still be a couple more coming. Report approved.

CORRESPONDING SECRETARY'S REPORT

- None

RECORDING SECRETARY'S REPORT

- None

STANDING COMMITTEE REPORTS AND DISCUSSION

Membership

- Malia Roberts reported on the new welcome email and the flyer (created by Margaret Von Steinen) for the upcoming general meeting. The email will be sent to new employees as Faith

Wicklund is no longer attending the orientation sessions. We believe an email to them soon after they arrive will have more impact than us being one of many groups in the orientation sessions.

- Under discussion is also creating a welcome lunch or coffee around a month after new employees start so they can start to network with others outside of their departments.
- Discussed the flyer for the general meeting. Unified Clinics will also be presenting so they will be added to the flyer.

Nominations and Elections

- Amy Seth needs the final decisions of all board members on who will be running then she will be able to complete the ballot. Administrative Affairs has 125 total APA-eligible so their representation will increase to 3 members. Academic Affairs will also increase its representation to 10 members. Monica will help Amy set up the ballot online.

Awards and Recognition

- Michelle Loedeman thanked Liz Teviotdale for doing a fantastic job as emcee and to the special events committee that helped with the spring luncheon. Liz said this was her last year.

Special Events

- Natalie Nguyen reported the committee is looking at options for a summer event.

Other Committees

- None

OLD BUSINESS

- None

NEW BUSINESS

- Discussion on all the confusion over the new FMLA rules. We have received several emails from members about their concern. Lynda Hunt will work on an email to Warren Hills.

ANNOUNCEMENTS

- Nick Griffith asked if anyone had attended the retirement town hall. It is a one hour presentation and is available online.
- All the slots for graduation have been filled.

Meeting adjourned approximately 1:10 pm

Respectfully submitted,
Teri Schimpf

Upcoming Meetings:

- 5/8 – Officers meet with Jan & Warren – noon – 1:30 pm – BC 157
- 5/9 – Exec Board Meeting – 11:30 – 1:30 pm – BC Faculty Dining Room
- 5/15 – General Meeting – noon – 1 pm – BC 157-158