

---

**APA Executive Board Meeting Minutes**  
**Wednesday, May 8, 2019**  
**Bernhard Center Faculty Dining Room**

**ROLL CALL**

Present: Mike Berdowski, Alexia Alexander, Lauren Carney, Lynda Hunt, Laura Large, Julie Lenczycki, Monica Liggins-Abrams, William McQuitty, Alice Molvern, Nat Nguyen, Janice Quakenbush, Malia Roberts, Teri Schrimpf, Amy Seth, Leah Smith, Liz Teviotdale, Faith Wicklund, Jake Woods, and new member Steve Booher

Absent: Jennifer Clements, Mario Galbreath, Michelle Loedeman, Patty Mikowski, Caroline Ray, Margaret von Steinen

Guest: Becky Huntley

Monica Liggins-Abrams called the meeting to order at 11:37 and the agenda was approved. Introductions were made.

**NEW BUSINESS**

- Becky Huntley presented the WMU Land Acknowledgment Statement and asked for our support of the statement. The board voted in favor of support and will write an endorsement letter. Questions were raised concerning implications of the statement and would like to hear what General Counsel said about the statement.

**PRESIDENT'S REPORT**

- Monica Liggins-Abrams reported that we had not met with Jan Van Der Kley and Warren Hills as the meeting was postponed until next week. She has finalized the recommendations to Drs. Montgomery and Bott and will email them out later today. She met with Malia Roberts to discuss the transition of the presidency. PSSO would like to work with us on a compensation letter. Discussion was held on what our concerns are and when a letter like this would be presented. It was also noted that the Staff Compensation Review is being presented in two town hall meetings on May 14.

**VICE-PRESIDENT'S REPORT**

- None

**TREASURER'S REPORT**

- FaithWicklund gave the treasurer's report for April. Income included the membership dues and awards luncheon support and income. Expenses included the awards luncheon meal and supplies. The current ending balance as of April 30, 2019 is \$9,356.16. Treasurer's report approved.

**CORRESPONDING SECRETARY'S REPORT**

- None

**RECORDING SECRETARY'S REPORT**

- None

## **STANDING COMMITTEE REPORTS AND DISCUSSION**

### **Membership**

- Malia Roberts reported that the General Meeting time has been moved to 12:30 – 1:30 to accommodate Dr. Montgomery’s schedule and the room was moved to Bernhard 208-209 due to the size of the RSVPs. An additional \$475 was approved to pay for the luncheon due to the increase in participation. The meeting will open with a welcome, announcement of the new board and officers, and then Evan Heiser will lead a table talk. Dr. Montgomery should arrive around 1:00 for his talk. Door prizes will be awarded at the end and there will be a collection of canned goods for the Invisible Need Project.
- June 10 will be the next Lunch and Learn. **Student Assessment.** Noon, Faculty Dining Room, Bernhard Center. Presented by Ciji Heiser, director of assessment and effectiveness. This presentation will focus on an overview of the assessment cycle and will include exercises on how to write and measure learning outcomes. This session will also help audience members decide between multiple assessment tools to best meet their needs and measure their learning outcomes.
- The committee would like someone to help email new staff to invite them to APA. Mike Berdowski volunteered.
- The last Coffee Connection had two attendees and Jake Woods reported on their discussion. Both attendees have signed up for APA. The next Coffee Connection is June 7 at Parkview with Brianna Galli hosting. Faith Wicklund and Mike Berdowski have volunteered for the July 9 date and will meet at the Student Recreation Center at 4:00 pm. Alice Molvern and Laura Large are hoping to handle the August 12 date.
- The committee is still looking for a nice coffee mug. Paige Warner will be heading up the search.
- APA will host a table at the November 7 Wellness Expo. Volunteers are needed for the table.
- APA will also have a table at the Poker Walk.
- The committee is hoping to start a sub-committee that will look at community service initiatives. Lauren Carney and Alexia Alexander volunteered.

### **Nominations and Elections**

- Laura Large handed out the Officers and Board Members list. Thank yous were signed by board members for the outgoing board members

### **Awards and Recognition**

- Malia Roberts reported for Michelle Loedeman that there are two plaques in the Human Resources hallway that need to be updated (Tony Griffin Service Award and APA Presidents). \$40 was approved for the engraving.
- The Awards Luncheon went very well. Caroline Ray did a very nice job as emcee. There were some problems with some registrations getting lost.

### **Special Events**

- Nat Nguyen noted that they are looking into a summer event.

### **Other Committees**

- None

**OLD BUSINESS**

- None

**NEW BUSINESS**

- Thank you to Monica Liggins-Abrams, Patty Mikowski, and Chris Voss for their APA work.
- Amy Seth gave an update on Think Big.

**ANNOUNCEMENTS**

- Request for volunteers for the Color Run on Saturday, May 18 – [bit.ly/kzoocolorrn19](http://bit.ly/kzoocolorrn19)
- Volunteers are needed for the APA table at the Poker Walk on Tuesday, May 21. Slots are 10:15 – 11:45 and 11:45 – 1:15.

Meeting adjourned approximately 1:10 pm

Respectfully submitted,  
Teri Schrimpf

**Upcoming Meetings:**

- 5/13 - Officers meet with Jan & Warren – noon – 1:30 pm – Bernhard Center Faculty Dining Room
- 5/14 – APA General Membership Meeting – noon – 1 pm at the Bernhard Center #157-159
- 6/12 – Exec Board Meeting – 11:30 to 1:30 pm at the Bernhard Center Faculty Dining Room
- 7/9 - Officers meet with Jan & Warren – noon – 1:30 pm – Bernhard Center Faculty Dining Room
- 7/10 – Exec Board Meeting – 11:30 to 1:30 pm at the Bernhard Center Faculty Dining Room