

**APA Executive Board Meeting Minutes
Wednesday, May 11, 2022 - WebEx Meeting**

ROLL CALL:

Present: William McQuitty, Brianna Galli, Douglas Mathews, Elena Wood, Jackie Michels, Val Horwath, Jennifer Clements, Malia Roberts, Julia Primavera Kuntz, Teri Schrimpf, Nathan Nguyen, Eleonora Philopoulos, Sara Volmering, Laura Ciccantell

Absent: Alice Molvern, Michelle Loedeman, Amy Seth, Bonnie Pfingst, Jennifer Klauth, Stephanie Radant

Guests: Jhauncey Jacobs (incoming Board member), Jeff Breneman, Kara Wood, Emma Baratta

Land Acknowledgement Statement: “We would like to recognize Western Michigan University is located on lands historically occupied by Ojibwe, Odawa, and Bodewadmi nations. Please take a moment to acknowledge and honor this ancestral land of the Three Fires Confederacy, the sacred lands of all Indigenous peoples and their continued presence.”

Call to Order and Agenda: William McQuitty, President, called the meeting to order at 11:33am. The agenda was approved.

OFFICERS’ REPORTS:

President (William McQuitty):

(A) Business & Finance/Human Resources Meeting Report: William reported on the meeting with Jan and Warren on May 5, 2022.

- Summer Flex Program: Jan and Warren confirmed that the intent was to recognize the hard work done during the pandemic. The program met with overwhelming support from the Cabinet. This is NOT a closure, is only intended for this summer (June, July), and is tailored based on each work group’s needs and compliance specifications. (Generally, this was met with positive response within the Board meeting’s attendees.)
- RIF Policy: Copies of this policy are available on the web, and there is no plan to change/update that version. Currently, feedback is being collected regarding the policy, but there are no guarantees that the feedback will impact the policy. (Some discussion ensued in the Board meeting, including specific questions regarding career advancement, and how internal vs. external job postings will be managed.)
- Term Appointments in Facilities Management: An APA member asked questions regarding a “trend in term appointments within Facilities Management that appear to impact the FT positions”. Jan and Warren pointed out that term appointments have always been rather standard within FM and are expected in the construction industry. They are based on the anticipated projects and workload, and this is not a new occurrence. (Board discussion included the fact that University Advancement is based on the same system.)
- Summer Enrollment: Declines in enrollment (based on credit hours taken) are 15% and 9.6% lower, year-over-year, for summer and fall enrollments respectively. These are still being negatively impacted by pandemic effects and increasingly lower high school graduation rates. On the positive, orientation sign-ups are up, state funding looks positive currently, and a staff raise is possible.

- New Budget Model: The new SRC model is in place. Academic Affairs is still working through all their various colleges and programs to finalize this.
- Parental Leave Policy: No changes are anticipated.

(B) Engagement Survey Results: William attended the meeting. He has seen a preliminary report of the results and findings, but nothing specific to report. Additional meetings will occur monthly and he will report later on this topic.

Vice President (Nathan Nguyen):

(A) Strategic Plans: These have been submitted, and the process continues. Review meetings are next up.

(B) Forum on Mental Health: The forum confirmed that mental health of students is still an issue, and their needs are not being met. While there are resources available, they need to be tailored to the students' needs, more readily available (e.g., appts now, not weeks from today), and more effectively communicated.

Corresponding Secretary (Jennifer Clements): No report.

Recording Secretary (Jackie Michels, given Stephanie Radant's departure from WMU): The previous meeting minutes were posted and approved in TEAMS (some changes), and finally included in the TEAMS files. Once posted from this meeting, twelve approvals are needed before final posting.

Treasurer (Jackie Michels): Beginning balance for April was \$9113.49. Ending balance is \$8,340.95, reflecting the addition of four new members, as well as expenses for the Annual Awards Luncheon. Future income in May will include the annual dues (from payroll deduction), and May expenses will include the three awarded scholarships (\$1500), sponsorship for the Poker Walk (\$110) and remaining Annual Award Luncheon expenses. Anticipated balance at end of FY will be approximately \$7700.00. The report was posted to the Teams Channel and approved.

COMMITTEE REPORTS:

Membership (Sara Volmering):

(A) Annual Award Luncheon: Sara thanked everyone for their support for the Luncheon. There were 48 attendees at the lunch at Valley Dining Center, including many administrators.

(B) Calendar of Events: It has been suggested that a lot of events all happen in Spring, so the committee will review the calendar to see if spreading them out will help.

(C) General Membership Meeting: The General Membership Meeting is on May 19. The agenda will include Kristen DeVries (University Advancement), installing new board members, and acknowledgement of the scholarship award winners.

(D) Poker Walk: Everyone is encouraged to participate in the Poker Walk on May 18 (24).

Nominations & Elections (Malia Roberts): Malia began by acknowledging Jhauncey Jacobs (in attendance today and officially joining the Board at the General Meeting).

(A) Write-in candidates for Student Affairs Seats: Four write-in names were submitted, and two of them are interested in filling one of the empty seats. After some discussion, the Board voted to ask Jordan Olson (Student Rec Center) to join the Board, and to invite the other candidate to join a committee.

(B) Empty Seats in Academic Affairs: This division has eight seats total, and four are empty. Three members (Phillip Koch-HIGE, Jhauncey Jacobs-SFA, Erica Martinez-CEHD) have stepped forward to participate, leaving one vacancy. Malia is working to fill this last spot.

NEW BUSINESS:

Guest Speakers: Jeff Breneman, Kara Wood, and Emma Baratta gave a presentation on *Government Relations*, the University’s government and community advocates. They thanked the APA for their continuing support and outlined some key points of their work.

- Government Relations are the “lobbyists” in state, federal and local government.
- They pay close attention to state budgets, as those Lansing budgets drive University budgets.
- They work closely with both the Western Student Association (WSA) and the Graduate Student Association (GSA).
- APA can best help by getting more involved in the Bronco Advocacy Network (newsletter and website: www.wmich.edu/government/contact)

Topics for Board Meeting, 6/15/22, with President Montgomery: William asked for topics to discuss with President Montgomery when he joins us. Suggestions included:

- What are the President’s goals for 22-23?
- Discussion on the Parental Leave policy
- Update on the Employee Engagement Survey results and next steps
- Discussion on capacity
- Info on the new initiative, *Do Less Better*, and how APA can support this and/or play a role
- Thank you for the summer flex time.

ANNOUNCEMENTS:

Poker Walk: Wed., May 18	11:00am-12:30pm
General Meeting: Thurs., May 19	Noon-1pm
WMU Day of Service: Sat., May 21	
Board Meeting: Wed., June 15	11:30-1pm

ADJOURNMENT: The meeting was adjourned at 1:03 pm.

Respectfully Submitted,

Jackie Michels, Interim Recording Secretary