

**MINUTES  
of the  
Tuesday, November 11, 2003  
Executive Board Meeting**

**Call to Order:**

- Meeting called to order by President Lenny Govoni at 12:06pm in the Holden Hall Hunt Club room.
- The following Officers and Directors were present –
  - Dan Chegwidden, Chas Cloutier, Michael Gardner, Joe Garza, Lenny Govoni, Jim Hensley, Richard Moore, John Phillipich, Troy Robertson, Sara Siebert, Gavin Smith, Deborah Sudduth, Sue Titus, Andrew Verhage.
- The following Officers and Directors had excused absence –
  - Bob Nowicki.
- Guests – Diane Mayers, Don Depoorter

**Approve Agenda:**

- Added the following items to Unfinished Business
  - Copy Machine
  - Delete Distinguished Staff Awards from the Agenda
- Added Distinguished Staff award representative to New Business

**Report of Officers:**

President (Lenny Govoni)

- Dinner meeting scheduled with Pres. McPherson and Provost Simon and other bargaining union presidents for December 18<sup>th</sup> – Lenny will attend.
- Lenny briefly discussed the e-mail he forwarded to Board members concerning Gov. Granholm budget tour. Looks like a 6.5% State of Michigan budget cut to higher education is headed our way.
- Revisions to the APSA bylaws were approved at the Semi-annual held last month (October). As the minutes reflect, Lenny offered to meet with any group of individuals to review any issue(s) they have with the revised bylaws.

VP for Contract Negotiations (Dan Chegwidden)

- Dan reported on the all day negotiation that included, among others, himself, Dan Hankins, Jayne Flanigan and Jim Nash.
  - Much discussion about how to handle future pay rate raises based upon the percentage of the raise. APSA negotiation team remains firm about how to distribute.
    - > Any raise 2.5% or less needs to be distributed across the board (non-merit).
    - > Any raise greater than 2.5% needs to be distributed on a merit basis.

NOTE: Health Care Coalition agreement expires on December 31, 2005

VP for Contract Negotiations (Dan Chegwidden) - continued

- On another negotiation issue, the APSA negotiation team does not want to drop the issue of expanded use of educational assistance; 14 vs. 16 credit hours.
  - Maximum amount of \$800 available for non-credit use – University says it can't be used for memberships.
- Dan also discussed the length of the agreement being negotiated –
  - APSA originally offered a two year agreement vs. University wants a four year agreement.
  - APSA counter-offered with a three agreement, which the University finds “unacceptable”.
- Dan recommends:
  - 1) No more than a three year agreement.
  - 2) Work to protect raises of 2.5% and below as “across the board”.
  - 3) Have Hankins & Flanigan research IRS regulation 127.
- Overall, not making sufficient progress with negotiations and therefore APSA will be asking for a state mediator.
- Next session scheduled for December 8, 2003.

VP Contract Administration (Jim Hensley)

- Jim reviewed the grievance report, a copy of which was provided to each Board member.
  - Grievance 03-02 still on-going. No information from member, yet. Running out of time on this one.
  - Grievance 03-05 – Richard made a motion to go to arbitration, Deborah seconded, and the motion was voted on and passed.
  - Grievance 03-A – Filing on behalf of APSA . . . Moving to Step III.
  - APSA member involved in a Mediation Program session with an employee from another bargaining group – not a very productive meeting and in the end EAP was recommended.
  - Many recent new contacts including one that has resulted in an unfair labor practice charge against the University. Jim and associates are busier than even, and we thank them for all their time and efforts!

Treasurer (Andrew Verhage)

- Drew reviewed the September financial reports, a copy of which was provided to each Board member.
  - Balance as of 09/30/03 was \$\$221,460.52

Membership Secretary (Deborah Sudduth)

- Deborah reviewed the September 2003 membership report, a copy of which was presented to each Board member.
  - 913 on the APSA roster.
  - Twelve (12) month average is 910 and is holding fairly steady.
- Good turnout at the New Member Orientation meeting. Thank you to all Board members who were able to attend.
- Regarding the price quotes for a new photocopier – Deborah recommends the Xerox M15i. Sara made a motion to purchase the Xerox M15i per the price quote Deborah had received. Troy seconded, and the motion was voted on and approved.

Corresponding Secretary (Chas Cloutier)

- No report.
- Chas asked about SOP categories – Election Procedures, and Calendar. SOP discussion will be added to the agenda of the Board meeting in December.

Recording Secretary (Gavin Smith)

- No report.
- Gavin thanked Chas for taking the minutes at the Board meeting in October.
- Motion made by Lenny to accept the minutes of October 13<sup>th</sup> Board meeting. Seconded by Deborah, motion voted on and approved.

**Members Privilege:**

- No comments

**Standing Committee Reports:**

- Bylaws – no report.
- Finance – no report.
- Grievance – no further report.

**University Committee Reports:**

- Anti-Discrimination Judicial Board (Deborah Sudduth)
  - Deborah reported there is a hearing in progress (second day). Outcome will be reported at the next Board meeting.
- All-University Traffic Committee (Mike Gardner) – no report.

**Unfinished Business:**

- Office file organization and purge - Barbara agrees to \$20/hour. Discussion followed on how exactly to begin the process. No consensus was reached.
- Office lease – current lease expires in June 2004. Land Management department will extend for another year and will then discuss longer term lease (2-3 years) with Fred Posten.
- Board member insurance – Drew continues dialog with the Chapman Agency regarding appropriate coverage; concerned with possible lack of adequate coverage. Sue volunteered to ask for comment from two attorneys over in MSU Legal Council area and will report back. Item tabled until the next Board meeting.

**New Business:**

- Distinguished Staff Awards/APSA Representative - Joe explained what he had learned about an APSA representative on the committee – yes, there is one, but they are not a Board member. After some discussion, it was decided this was acceptable.

**Adjournment:**

- Meeting adjourned at 1:53pm.
- The next Executive Board meeting is scheduled for Tuesday, December 9 in the Holden Hall Hunt Club room.