

MINUTES
of the
Administrative Professional Supervisors Association
Executive Board Meeting
Tuesday, September 14, 2004

Call to Order:

- Meeting called to order by President Govoni at 12:00 noon in the Holden Hall Hunt Club room.
- The following Officers and Directors were present –
 - Dan Chegwidden, Chas Cloutier, Michael Gardner, Joe Garza, Lenny Govoni, Richard Moore, Bob Nowicki, John Phillipich, Troy Robertson, Sara Siebert, Gavin Smith, Deborah Sudduth, Sue Titus, Andrew Verhage.
- The following Officers and Directors were absent (excused) –
 - Jim Hensley
- The following guests were present –
 - Jayne Flanigan, Dan Hankins, Diane Mayers.

Approve Agenda:

- Siebert made a motion to accept the agenda as written, and was seconded by Garza. Motion carried.

Report of Officers:

President (Lenny Govoni)

- Parliamentarian Connie Deford will be attending the October 21st semi-annual meeting and also the November Board meeting.
- FlexBen's contract with the University ends Dec 31, 2004 and is not being renewed. PPA will become the new third party administrator of the plan.
- The union presidents have not had any recent dinner meetings with the President and Provost, and none are scheduled. This could be because of the upcoming presidential transition.
- Nothing new on the College of Human Medicine move to Grand Rapids. Apparently not everyone in the university administration is supportive of the change.

VP for Contract Negotiations (Dan Chegwidden)

- Last Friday (9/10) APSA negotiating team presented a new/revised proposal to the University. Key issues include layoff/recall language (we propose a committee approach to determining layoffs) and merit pay language.

Dan Hankins made the following comments –

- In the meeting with the University prior to the Sept. 10th meeting, the University indicated they want to settle the contract. They want our support.
- Most recently the University indicated it would take our new proposal "under advisement".
- APSA is filing a grievance against the University today for failure to abide to the February 2002 Memorandum of Understanding as it pertains to wage increases. APSA is also grieving the University withholding the APSA October 1, 2004 wage increases.
 - The position of the University negotiating team is that 'current evaluations are not used in determining merit pay'.

Dan Hankins comments (continued) -

- 70-75% of the APSA membership receives an evaluation on an annual basis. Hankins will e-mail to Board members the guidelines used by Department chairs, etc. to determine merit pay.
- In the end, our grievance might not produce what we want.
- Regarding contract negotiations and Fact Finding –
 - APSA filed for Fact Finding in May. State Mediator requested we decrease our list of outstanding issues before going to Fact Finding. We then decreased the list to slightly more than half-a-dozen issues. On August 23 the Sate Mediator indicated they were going to approve us going to Fact Finding. We still need to get certified for Fact Finding, a process that could take up to one year.
 - We do not have binding arbitration in this state. 90 days after the date of the University's last offer, the University can impose its last offer.
- The APSA negotiating team has pressed real hard in the last three weeks to reach a settlement.
- The University continues to want the status quo. In reality, the status quo is 'standing still' which these days really means 'going backwards'.
- If we don't reach accord with the University this Friday, we probably won't.
- Hankins/Flanigan will send Board members a copy of the amended petition this week.
- Regarding the work Charles Blockett & Associates is doing for us –
 - They have completed the layoff grouping analysis.
 - Currently researching merit pay issue.

VP Contract Administration (Jim Hensley)

- No report.

Treasurer (Andrew Verhage)

- Verhage reviewed the July 2004 financial reports, a copy of which was provided to each Board member present.
 - Not many expenses in July.
 - Overall, our expenses are ahead of last year (percentage wise) due to higher legal expenses for an increased number of grievances and arbitrations.
 - CD rates slowly increasing.
 - Balance as of 07/31/04 was \$218,740.39
- Motion made by Sudduth, and seconded by Cloutier, to accept the July 2004 Treasurer's report. Motion carried.

Membership Secretary (Deborah Sudduth)

- Sudduth reviewed the July 2004 membership report, a copy of which was provided to each Board member present.
 - 921 on the roster.
 - 3 members on lay-off.
 - Twelve (12) month average is 917.

Corresponding Secretary (Chas Cloutier)

- Working on the upcoming newsletter which will include –
 - an invitation to new members to the New Member Orientation Luncheon on Monday, October 11 at the University Club.
 - an update on the status of our contract negotiations with the University.

Recording Secretary (Gavin Smith)

- No report.
- Error in the spelling of the name Renee [Rivard] in the President's Report section of the August Minutes will be corrected.
- Motion made by Gardener, and seconded by Robertson, to accept the corrected Minutes of the August, 2004 Board meeting. Motion carried.

Members Privilege:

- Question was asked about the status of University Printing; was it going to be privatized? No one could provide an answer.

Standing Committee Reports:

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

University Committee Reports:

- Anti-Discrimination Judicial Board – no report.
- All-University Traffic Committee (Mike Gardner) – First meeting of this semester is scheduled for Thursday, September 16. Construction of parking ramp #6 (Grand River Ave.) will begin in December 2004 or January 2005.

Unfinished Business:

- No updates provided, due to lateness of this meeting.

New Business:

- Govoni wants to invite all vendors for MSU retirement plans to the New Member luncheon.
- Sudduth requested donations for door prizes for the New Member luncheon.

Adjournment:

- Motion made by Gardner, and seconded by Robertson, to adjourn the meeting. Motion carried and the meeting was adjourned at 1:29pm.
- The next Executive Board meeting is scheduled for 12noon on Tuesday, October 12th in the Holden Hall Hunt Club room.