

MINUTES
of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS ASSOCIATION
Executive Board Meeting
Tuesday, September 13, 2005

Call to Order:

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

Agenda:

- No changes.

Review/Approve Minutes:

- August 2005 Board Minutes approved as written.

Report of Officers:

President (Lenny Govoni)

- Govoni distributed and reviewed the “MSU-Joint Health Care Bargaining 2005 CLO/JHCC/Steering Committee Dates” document.
 - Planning session scheduled for Sept. 14 in preparation for the first bargaining session which is scheduled for Sept. 16.
 - Goal is to have a tentative agreement by this Thanksgiving, and ratified during December (2005).
 - Moore asked if any faculty members are on the University Health Care Coalition team; ‘yes there are’ was the response. Does not seem “fair” or appropriate for them to be involved. Chegwidden will call Jayne Flanigan to get her opinion and then he will e-mail the Board.
 - Govoni reported that the University Health Care Steering Committee has been working on the agenda.
 - Govoni expects to receive quarterly updates on actual health care costs.
- Govoni reported that there have not been any dates set for the fall dinner meeting with the President, Provost, and VP Finance & Operations.

VP for Contract Negotiations (Dan Chegwidden)

- New APSA contract has been printed and distributed.
 - Large format version is available at the Nisbet building.

VP for Contract Negotiations - continued

- Discussion about printed vs. on-line versions. Board agrees the printed version is best for the overall membership.
- The University pays 100% of the printing and distribution costs of the contract.

VP for Contract Administration (Jim Hensley)

- Hensley had an excused absence.
- A copy of the August Grievance report was available to each Board member present.
 - Phillipich reviewed grievances 04-02 & 04-08 which he has been working on. A settlement is pending on both of them.
 - Siebert reviewed grievances 04-04 & 04-06 which she has been working on.
 - Siebert reviewed the quarterly meeting with Employee Relations.
 - “All grievances currently outstanding were discussed. Privacy issues and seizure of MSU issued PC’s discussed. Agreement reached regarding communication issues to avoid costly delays and duplication of effort.”

Treasurer (Andrew Verhage)

- Verhage reviewed the July 2005 financial reports, a copy of which was provided to each Board member present.
 - Balance as of 07/31/05 was \$212,953.26
 - Treasurer’s report will be filed for audit.

Recording Secretary (Gavin Smith)

- No report.

Corresponding Secretary (Troy Robertson)

- Robertson reviewed dates of upcoming meetings -
 - New Members luncheon – Monday, October 17 (Univ. Club)
 - Semi-annual meeting – Wednesday, October 19 (Breslin Center)
- Robertson asked if it would be OK to include information from other organizations (Healthy U., United Way, etc.) in the APSA newsletter. Govoni responded ‘affirmative’, as long as the information is not political in nature and the article is kept appropriately short.

Membership Secretary (Deborah Sudduth)

- Sudduth reviewed the July 2005 Membership report, a copy of which was provided to each Board member present.
 - 910 on the roster.
 - 4 members on layoff.
 - Twelve (12) month average is 913.
- Sudduth reminded everyone of the upcoming New Members Orientation luncheon which is scheduled for Monday, October 17 at the University Club.

Membership Secretary – continued

- Gardner reported that the MSU Benefits office is reluctant to provide coordination of retirement providers for the APSA New Members luncheon. Sudduth volunteered to contact the retirement providers herself, and Gardner will pass this along to the Benefits office.

Members Privilege:

- Titus inquired about some dates that are on the APSA calendar. A revised calendar will be forthcoming.
- Smith asked about three Hankins/Flanigan issues. Govoni had no updates, but contact will be made with Hankins/Flanigan to get an update on each item. Smith will add these three items to the agenda (Unfinished Business) for the next Board meeting.
- Rivet indicated she would like to see the previously discussed adoption issue brought up before the Health Care Coalition during future negotiations.

Standing Committee Reports:

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

University Committee Reports:

- All-University Traffic Committee (Mike Gardner)
 - The first meeting of the semester is September 15. The committee hopes to have data on accidents, and bicycle safety in order to continue the work began last school year.

Unfinished Business:

- Govoni reported that he has not received a cost estimate for compiling merit pay survey information. He will contact Jayne Flanigan for information. Chegwiddden suggested the information from the surveys be compiled as soon as possible.

New Business:

- Dues Refund
 - Sudduth presented the on-going issue she has with due refunds (also refer to her “Agenda Item – Dues Refund” e-mail dated August 9, 2005). Govoni suggested Sudduth contact Jayne Flanigan to discuss this issue as it relates to language in the APSA contract (Article 6, paragraph 64).
- Govoni briefly talked about the “President’s State of Union” report which is due in September of each year.
 - He would like to change to name to “President’s Annual Report”. Annual refers to the period September 1 thru August 31.
 - He plans to ask each APSA Officer for input for this report.

New Business – continued

- The following item not on the agenda: Chegwidden asked if APSA would be interested in making a statement or raising funds (including possibly using dues money) in support of the recovery effort from hurricane Katrina. Quite a bit of discussion followed with no statement made or action taken. It was suggested the topic be brought up at the October semi-annual meeting.
- The following item not on the agenda: Chegwidden asked if, in an effort to ensure maximum efficiency of time available for Board meetings, there was a way to condense the amount of time consumed by the “Report of Officers”. This would also help to ensure adequate time was available for the really important items.
- Announcements –
 - The fall semi-annual meeting is scheduled for Wednesday, October 19 in the Breslin Center meeting rooms.
 - The next Board meeting is scheduled for 12noon on Tuesday, November 8 in the Holden Hall Hunt Club room.

Adjournment:

- Motion made by Mayers to adjourn the meeting and seconded by Sudduth. Motion carried and the meeting was adjourned at 1:38pm.