

MINUTES
of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS ASSOCIATION
Executive Board Meeting
Tuesday, November 8, 2005

Call to Order:

- Meeting called to order by President Govoni at 12:10pm in the Holden Hall Hunt Club room.
- The following Officers and Directors were present –
 - Dan Chegwiddden, Michael Gardner, Joe Garza, Lenny Govoni, Jim Hensley, Sue Hopper, Diane Mayers, Richard Moore, Bob Nowicki, John Phillipich, Troy Robertson, Gavin Smith, Deborah Sudduth, Andrew Verhage.
- The following Officers and Director were absent–
 - Sara Siebert (excused).
- The following guests were present –
 - Jayne Flanigan.

Review/Approve Minutes:

- Sue Titus last name changed to Hopper.

Report of Officers:

President (Lenny Govoni)

- Govoni reminded the Board that two hours are now being allocated for the monthly Board meeting (12noon to 2:00pm). Important to have all Board members present the entire time as many important issues are present during Unfinished Business and New Business, both which are at the end of the agenda. Agenda will need to be re-arranged if all Board members are not able to stay the entire two hours.
- Govoni apologized to Chegwiddden for unintentionally forgetting to introduce him during the October semi-annual meeting.
- Selected portions of Connie Deford's review/recommendations (previously issued to all Board members) were reviewed by Govoni. A new copy was provided to all Board members present.
- Govoni provided the following Health Care Coalition update –
 - Reviewed list of upcoming meeting, and bargaining dates.
 - Many new people on the University's team who seem to have limited knowledge of the past history of MSU health care bargaining and agreements. Additional time being taken to explain/provide the big picture to these new people.
 - Tone of the negotiations appears that the University is throwing everything on the table.

Flanigan provided the following comments -

- University team does not seem to be coordinated; have not presented all proposals.
- Length of the agreement will probably be three years.
- Faculty members have high premium sharing and higher co-pays (as compared to staff).
- Dental not part of these negotiations. The JCOL-HHC will probably be presenting a separate proposal on dental some time after the current health care negotiations are completed.
- Pam Beemer is in charge of negotiations (at the table).

President – continued

Flanigan continued -

- Goal is to have an agreement by November 21; current contract expires December 31, 2005. If a new agreement can not be reached prior to December 31, will continue to use the existing agreement.

VP for Contract Negotiations (Dan Chegwidden)

- Chegwidden has decided that APSA Board members will compile the Merit Survey data.
- Chegwidden believes the current health care negotiations will have an impact on all future negotiations between the University and the various individual unions on campus.
 - Moore made the following comments –
 - GM employees now pay more for health care coverage.
 - It is possible the state legislature may push all universities to have their employees pay more for health care.
 - Gardner commented that MSU HCC is helping to control costs, whereas many businesses/unions are not trying to control costs.

VP for Contract Administration (Jim Hensley)

- Hensley distributed the November grievance report and reviewed the items in bold print.
 - Grievances update; not much happening.
 - Eight new contacts, plus six phone calls regarding merit pay.
 - 99 members received less than a 2.9% raise.
- Quarterly meeting with Human Resources coming up on November 11; will have merit issues on the agenda.
- Flanigan reported there is a November 11th meeting regarding the College of Human Medicine moving to Grand Rapids. President Simon, VP Poston, CTU, APA, and APSA will be present.
 - Moore asked if during the last contract negotiation with the University the issue of representing members who work off campus was addressed. Flanigan responded that the University will not discuss.

Treasurer (Andrew Verhage)

- Verhage reviewed the August 2005 and September 2005 financial reports, a copy of which were provided to each Board member present.
 - Balance of 09/30/05 was \$213,547.60
 - Treasurer's report will be filed for audit.
- Verhage is considering transferring some of the money in the Citizens Bank account into the MSUFCU IMMA account; the MSUFCU has better interest rates.
 - Robertson asked if we couldn't transfer all of the money in the Citizens Bank account (\$16,247.34) to the MSUFCU and close the Citizens Bank account.
- Motion made by Verhage, seconded by Garza, to close the Citizens Bank account and transfer all money to the MSUFCU. Motion passed.

Recording Secretary (Gavin Smith)

- No report.

Corresponding Secretary (Troy Robertson)

- Robertson reported the following -
 - The Dreamweaver software class he took was good.
 - Will soon have all recent Board meeting Minutes on our web site.
 - Is working, with help from Moore and Flanigan, to get our new contract on our web site.

Membership Secretary (Deborah Sudduth)

- Sudduth reviewed the August 2005 and September 2005 Membership reports, copies of which were e-mailed to all Board members. As of September 30, 2005 -
 - 923 on the roster.
 - 3 members on layoff.
 - Twelve (12) month average is 914.
- Govoni thanked Sudduth for facilitating the Provost's attendance at the October semi-annual meeting.

Members Privilege:

- Robertson brought up a question from a member who is required to have a cell phone. Govoni requested the question be tabled until the December Board meeting.

Standing Committee Reports:

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

University Committee Reports:

- All-University Traffic Committee (Mike Gardner) – no report.

Unfinished Business:

- Dues Refund
 - Sudduth and Flanigan reviewed paragraph 64 of the APSA/MSU contract.
 - Flanigan advised Sudduth on changes in her letter to employees regarding payment of dues after moving out of APSA.
 - Flanigan asked if we might want to bring up this issue during our next contract negotiations.
- President's Annual Report
 - Govoni reported that the rough draft has been completed. He is still reviewing past Minutes and may request additional information from Board members.
- Merit Pay Survey
 - Previously discussed by the VP for Contract Negotiation during his report.
 - Govoni will set up a meeting in December or January to compile the surveys.
- H&FS Reorganization
 - Flanigan is waiting for additional information.
 - Hensley has discussed the issue with Denise Zieleniewski (H&FS HR). Some H&FS employees have recently indicated adjustments have been made and now no longer the issue it was earlier.

Unfinished Business –continued

- AEPC
 - Walmart/Walgreen issue no longer seems to be a hot topic issue. No further discussion.

New Business:

- Board Retreat
 - Govoni does not see a need for a retreat this fall.
 - Nowicki suggested a retreat be schedule in order to complete the merit survey.
- APSA List Serve Usage Policy
 - Moore reported there currently isn't a policy about APSA members posting items on the List Serve.
 - Future requests will be discussed when they are presented.
- Cell Phones
 - Reasons for upgrading Govoni's and Hensley's cell phones include both have been repaired in the past, and good rates for new phones through Sprint.
 - Per suggestion from Sudduth, Govoni will also apply for MSU employee discount for both phones.
- Calendar
 - Tabled until the December Board meeting.
- Map/Compass Programs
 - Work being done by a third party vendor in Texas with implementation targeted for December.
 - Will provide for on-line application for campus job and should be beneficial to APSA members as well as departments.
 - See the Fall 2005 edition of *Source* for additional information.
- Announcements –
 - The next Board meeting is scheduled for 12noon on Tuesday, January 10 in the Holden Hall Hunt Club room.

Adjournment:

- Motion made by Gardner to adjourn the meeting and seconded by Sudduth. Motion carried and the meeting was adjourned at 2:03pm.