

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

Call to Order:

- Meeting called to order by Vice President Hensley at 12:08pm in the Holden Hall Hunt Club room.
- The following Officers and Directors were present –
 - Joe Garza, Jim Hensley, Sue Hopper, Diane Mayers, Richard Moore, Bob Nowicki, John Phillipich, Sara Siebert, Gavin Smith, Deborah Sudduth, Andrew Verhage.
- The following Officers and Director had an excused absent –
 - Dan Chegwidden, Michael Gardner, Lenny Govoni, Troy Robertson.

Review/Approve Minutes:

- November Minutes incorrectly stated the next Board meeting was scheduled for January 10; correct date of the next Board meeting is December 13. Two minor typographical errors corrected.
- Minutes accepted as corrected.

Report of Officers:

President (Lenny Govoni)

- No report from Govoni.
- Hensley reminded all Board members to vote on the MSU/Coalition of Labor Organization at MSU Health Care agreement.
 - Moore asked about Article XIII/paragraph 13.1 in the APSA Bylaws in regards to the tentative health care agreement – he feels APSA is not addressing the spirit of the language. Hensley said he would contact Govoni this afternoon about this.
 - Siebert suggested the Bylaws may need to be changed to reflect our membership in the Joint Health Care Coalition.
- Hensley briefly discussed the APSA e-mail list. Siebert will draft a memo to be sent to all APSA members informing them they are on the list and what it will be used for.

VP for Contract Negotiations (Dan Chegwidden)

- No Report.

VP for Contract Administration (Jim Hensley)

- Hensley distributed the December grievance report and reviewed the items in bold print.
 - Quite a bit of activity during the past month, including completion of several grievances and progress on numerous recent contacts.
- Merit pay issues were not discussed at the November 11th quarterly meeting with Employee Relations due to non-representation of certain MSU administration individuals.

Treasurer (Andrew Verhage)

- Verhage reviewed the October 2005 financial reports, a copy of which was provided to each Board member present.
 - Balance of 10/31/05 was \$215,922.10
 - Treasurer's report will be filed for audit.

Recording Secretary (Gavin Smith)

- No report.

Corresponding Secretary (Troy Robertson)

- Smith reported on the following items from Robertson –
 - The following items have been posted on the APSA web site -
 - All Board meeting Minutes.
 - Joint Coalition of Labor Organizations tentative health care agreement.
 - APSA contract.
 - Robertson is working on getting a copy of the APSA contract indexed with links directly to the Articles versus the existing PDF that is currently available.
 - Robertson will post the new photographs of APSA Board members on the APSA web site once he has received them from Moore.

Membership Secretary (Deborah Sudduth)

- Sudduth reviewed the October 2005 Membership report, a copy of which was provided to each Board member present. As of October 31, 2005 -
 - 931 members on the roster.
 - 3 members on layoff.
 - Twelve (12) month average is 915.
- Sudduth reported she is waiting for a response from APSA legal council regarding the dues letter to APSA members who transfer out of APSA.

Members Privilege:

- Hopper inquired about the new location for the APSA office. Consensus was that the location is good and the size of the space is adequate for our needs. Hensley mentioned the photocopier needs some maintenance; Sudduth will handle.
- It was reported that Gardner's wife is seriously ill and in Sparrow hospital. Sudduth will contact the hospital to inquire about sending flowers.
- Moore inquired if the APSA SOP's have been posted on our web site; they have not. Hensley will mention this to Govoni.

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:

- Calendar
 - Hopper has updated; waiting for Govoni to review.

New Business:

- APSA Member Cell Phone Concerns
 - Hensley reported this issue was brought up at the last quarterly meeting with Employee Relations and we are waiting for a response. APSA believes its members should not have to pay for the cell phone when they are required by their department to carry one. It is within the rights of the University to insist an employee carry a cell phone.
- Announcements –
 - The next Board meeting is scheduled for 12noon on Tuesday, January 10 in the Holden Hall Hunt Club room.

Adjournment:

- Motion made by Hopper to adjourn the meeting and was seconded by Mayers. Motion carried and the meeting was adjourned at 1:12pm.