

MINUTES
of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS ASSOCIATION
Executive Board Meeting
Tuesday, January 10, 2006

Call to Order:

- Meeting called to order by President Govoni at 12:05pm in the Holden Hall Hunt Club room.
- The following Officers and Directors were present –
 - Dan Chegwidden, Michael Gardner, Joe Garza, Lenny Govoni, Jim Hensley, Sue Hopper, Diane Mayers, Richard Moore, Bob Nowicki, John Phillipich, Troy Robertson, Sara Siebert, Gavin Smith, Deborah Sudduth, Andrew Verhage.

Review/Approve Minutes:

- Minutes approved as written.

Report of Officers:

President (Lenny Govoni)

- Venice Smith (Office of Multicultural Development) invited Govoni to speak at the 3rd Annual Martin Luther King, Jr. Celebratory Community Dinner on January 16. Govoni has accepted the invitation and is excited about attending.
- All MSU union presidents have been invited to attend the Green & White PAC meeting scheduled for January 19. The PAC provides a way for MSU employees, and others, to donate money which will be used to support legislators who support MSU. Govoni plans to attend.
- The next “President’s Dinner” with MSU union presidents, President Simon, Provost Wilcox and VP Poston is scheduled for February 7.
- Govoni provided copies of the Boldness By Design brochure for Board members who were present. He has submitted names of the APSA Board members who were interested in being on one of the sub-committees. BBD, initiated by President Simon, strategic commitment is that by 2012 MSU will be recognized worldwide as the United States’ leading land-grant research university. Provost Wilcox will be heading up five different task forces in support of BBD.
- Govoni reported that he will submit to the APSA Board a draft of his annual report at the February Board meeting.

VP for Contract Negotiations (Dan Chegwidden)

- Chegwidden announced a work session has been scheduled for 2pm on Tuesday, February 7 to review the APSA member surveys (approx. 200 surveys). All Board members were invited to attend.

VP for Contract Administration (Jim Hensley)

- No written report available, but Hensley did provide updates on the following items –
 - Grievance 05-04 (the first one/layoff notification) – an EEOC claim has been filed.
 - APSA member who embezzled money from MSU.

Treasurer (Andrew Verhage)

- Verhage reviewed the November 2005 financial reports, a copy of which was provided to each Board member present.
 - Balance of 11/30/05 was \$218,161.16
 - Treasurer's report will be filed for audit.
- Verhage reported that November balance from the LAFCU 50 CD was inadvertently placed in the IAAM account.
- CD's that have recently been rolled-over are paying interest in the 4% range.
- APSA is in good financial shape and Verhage has not had to dip into savings over the past few months to pay our bills.

Recording Secretary (Gavin Smith)

- No report.

Corresponding Secretary (Troy Robertson)

- Robertson reported that he is preparing the nomination form for the upcoming elections at the April semi-annual meeting.
- The following Board members term expires this October -
 - Govoni, Garza, Nowicki, Mayers, Smith, Sudduth, Verhage.
- Robertson asked Govoni about the status of the nominations committee; Govoni will report back at the February Board meeting.

Membership Secretary (Deborah Sudduth)

- Sudduth reviewed the November 2005 Membership report, which was previously e-mailed to each Board member present. As of November 5, 2005 -
 - 935 members on the roster.
 - 3 members on layoff.
 - Twelve (12) month average is 915.
- Sudduth reported that Jennifer Gardner sent her a thank you note for the beautiful silk poinsettia plant.

Members Privilege:

- Gardner thanked the Board for the beautiful silk poinsettia plant that was sent to his wife. Doctors are still unsure of what is causing his wife's medical issue(s). She will be going to the Mayo Clinic for further tests.
- Nowicki commented on "Ruckus", the new safe and legal digital downloading service offered by MSU. Details are available in the January 12th edition of the *MSU New Bulletin*.
- Moore expressed his concern with recent FMLA changes, especially in regards to the issues of privacy and new requirements. He views some of the new changes as adversarial instead of helpful for MSU employees.
 - Nowicki will invite Alicia Bailey (Human Resources) to attend the February APSA Board meeting to discuss FMLA.

Standing Committee Reports:

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

University Committee Reports:

- All-University Traffic Committee (Mike Gardner) –
 - There will be two open forums in February to present/review the findings of the various sub-committees.

Unfinished Business:

- President's Annual Report
 - Already covered during the President's report.
- Calendar
 - Hopper e-mailed the latest version of the 2006 calendar to Board members on Jan 9th.
 - In regards to the reference to the "Quarterly" newsletter, which is not consistently published every quarter; it is published as required by the bylaws. We will no longer refer to it as the quarterly newsletter.
 - Smith will check the availability of the Breslin meeting rooms for the two semi-annual meetings in 2006 and report back to Hopper.
- APSA member Cell Phone Concerns
 - Cell phone concerns were addressed with Scott Sowulewski (Director of Employee Relations).
 - Sowulewski agrees that employees should not be required to purchase a cell phone with their own money and he has contacted the offending department.
 - Moore asked if an employee has a department issued cell phone if they are required to work 24/7.
 - Govoni indicated that Sowulewski indicated that a department issued cell phone is for use during the employees normal work schedule. However, Sowulewski did indicate that the University can require an employee to wear a cell phone during off-hours and the employee must answer the phone if required by job description.
 - Govoni mentioned that some employees (e.g. snow supervisor, dorm complex supervisor, etc.) are required to wear/answer their [department issued] cell phone 24/7 during designated periods of time.

New Business:

- Possible Bylaws Changes
 - Moore distributed a copy of the bylaws Article XIII (Contract Ratification) language for discussion pertaining to the recently renewed Health Care Coalition agreement.
 - Moore position is that APSA did not exactly following the language of Article XIII; not all facts about the new health care agreement were apparent in the information disseminated.
 - Gardner recommended that Govoni bring this issue up at the next health care coalition meeting and that for future health care agreements the Coalition of Labor Organizations

Possible Bylaws Changes - continued

follow APSA's procedures when presenting a tentative agreement to all of the bargaining units.

- Nowicki commented that mutually agreeable issues increase the difficulty of presenting old language vs. new tentative language.
 - Siebert brought up the issue of the timeline for future health care tentative agreements – the Coalition would need to extend the time period after the tentative agreement was reached in order to have adequate time to create and distribute the comparison document.
 - Govoni will ask Hankins/Flanigan if we need to include a reference to the Health Care Coalition in the APSA bylaws.
- Announcements –
 - The next Board meeting is scheduled for 12noon on Tuesday, February 14 in the Holden Hall Hunt Club room.

Adjournment:

- Motion made by Robertson to adjourn the meeting and was seconded by Phillipich. Motion carried and the meeting was adjourned at 1:45pm.