

**APA Executive Board Meeting Minutes**  
**Friday, August 10, 2007**  
**Bernhard Center Faculty Dining Room**

The meeting was called to order at 11:40 am.

**ROLL CALL**

**Present:** Angel, Ciccantell, Cole, Glock, Hunt, Kurtz, Metoyer, Odehnal, Oole, Ramlow, Seth, Wicklund

**Excused:** Broomell, Emmert, Fuller, McLaughlin, O'Bryan, VanDyken

**Absent:** Scrivener

**MINUTES** – 6/8 Meeting Minutes Approved

**CORRESPONDENCE** - none

**PRESIDENT'S REPORT** – no report

**VICE PRESIDENT'S REPORT**

- Officers met with Dr. Dunn on August 3
  - Thanked him for his support with the raise
  - Discussed Western Edge which now has a website [www.wmich.edu/edge/](http://www.wmich.edu/edge/)
  - Tagline for Western something along the lines of 'Large enough to provide, small enough to serve.'
  - He told us of his intention to appoint Bassam Harik as Interim Provost. He approached AAUP to discuss Bassam's lack of eligibility as he is not yet a full professor. He will appoint a committee of campus leaders to assist in the Provost search.
  - He has seen the compensation letter
- Academic Advisors met with Keith Hearit regarding Enrollment Management
  - Goal is to serve our students properly
  - We have 4 weeks to "fix" admissions
  - List was made of 77 things we can do to improve our services – Dr. Dunn picked 4 things on which to focus immediately including fixed residence hall rates for up to 4 years and the \$500 incentive for maintaining a 3.0 grade point average during the first year for incoming freshmen
- Flat rate tuition and EUP classes
  - EUP tuition was not affected by the 6% tuition increase this year as it had quite a large jump last year to wrap in fees (so that employers would reimburse on a higher amount)
  - EUP classes will no longer be included in the flat rate tuition
  - For Fall semester only, students will receive a tuition credit towards their EUP classes
- Job Opportunity Program
  - New job postings may go up at any time during the week. Printing the report on Mondays will assure that you still see all of the postings.
  - Prior to posting, departments are supposed to notify their internal staff of positions
  - Internal/External postings have gone up simultaneously to save time
  -
- Sangren Gathering Place
  - Here to stay – check out the latest "improvements."

M I N U T E S

**TREASURER'S REPORT**

- June 2007 report approved
- July report will be presented at September meeting as GLOW year end balance transfers were not yet complete

**CORRESPONDING SECRETARY'S REPORT** - no report

**SECRETARY'S REPORT** – no report

**COMMITTEE REPORTS AND DISCUSSION**

- Membership – (e-report provided by Joan)
  - 2 new members since last meeting (former members returning)
  - New mailing list has been established to keep track of honorary members and other regular special event guests. Gail Kurtz is in charge of this list.
  - No real progress on membership cards due to lack of time. Supplies have been purchased.
- Special Events
  - Members enjoyed the June 28<sup>th</sup> Kalamazoo Kings game. It was suggested that we make this a regularly scheduled event on the calendar.
  - Members enjoyed Great Lakes photographs and exhibits titled Shared Waters. The July 19<sup>th</sup> tour was hosted by Regina Buckner at Waldo Library.
  - Waldo Library extended an invitation to APA members to join a September Tigers/Royals game outing.
  - Blues Festival requested volunteers via the APA.
  - Community Golf Outing at the Prairies Golf Club presented by APA & ATIS
    - Friday, August 17 beginning at 5:00 pm
    - Prizes for top team score, longest & shortest drive, Bronco Spirit as well as general raffle & putt for free APA membership
    - 36 total paid players (45 have registered on-line)
    - Shot gun start, scramble (best ball), 9 holes
    - Event budget is currently in surplus
  - APA Tailgate prior to the WMU vs. Indiana University football game
    - Saturday, September 8 beginning at 6:00 pm
    - Meet in Lot #10
    - Chili will be provided – BYOB and a dish to pass
  - Outdoor party at the Kurtz home
    - Friday, October 5<sup>th</sup> beginning at 5:30 pm
    - Board approved expenses of up to \$150
  - Homecoming – Saturday, October 20 – athletics is willing to provide a tent if we are interested in gathering
  - Holiday Party – Friday, December 14<sup>th</sup> at the Richmond Center from 4:30 to 7:00 pm
    - Space overlooks the galleries which will be featuring three different exhibits including the student gallery, faculty/staff gallery and local artist Jerry Kearns
    - Up to \$1,000 in expenses was approved for this event (space rental is \$300).
    - Catering bids are currently being reviewed.
  - Save the Date(s) postcard being created by Jeanne Baron to be sent to membership.

M I N U T E S

- Wellness Program
  - Annual program report was prepared in March. A copy of the digital file will be sent with the minutes. If you need help interpreting the data, please contact Amy Seth. There were improvements shown and participants are pleased with the program.
  - Fit tickets are being used to reward program participants.
  - 8 week weight loss/fitness program will be piloted in the fall with 15 members meeting 2X week.
  - Gail Kurtz suggested that we appoint Amy Seth to the Wellness Committee to replace Angela Miller

**NEW BUSINESS**

- Sue Oole suggested an idea to resurrect finals week care packages for dorm residents. APA could coordinate the service. Parent & Family Services will be contacted as an avenue to make this program available to interested parents. This idea will be discussed at our next meeting.
- Michele Cole found a policy stating that employees are allowed 1 ½ hours per pay period of release time for transit to fitness (in addition to the one hour lunch break). She previously understood this time to be 1 ½ hours/week.

**ANNOUNCEMENTS/OTHER**

- Next Executive Board Meeting – Friday, September 14
- Next General Membership Meeting – Tuesday, September 25
  - 157 Bernhard Center – 12-1 pm

The meeting was adjourned at 1:30 pm.

Respectfully Submitted,

Faith Wicklund  
Recording Secretary