

**APA Executive Board Meeting Minutes
Friday, September 14, 2007
Bernhard Center Faculty Dining Room**

The meeting was called to order at 11:36 am.

ROLL CALL

Present: Angel, Broomell, Ciccantell, Cole, Emmert, Glock, Hunt, Kurtz, McLaughlin, O'Bryan, Odehnal, Scrivener, Seth, VanDyken, Wicklund

Excused: Fuller, Metoyer, Oole, Ramlow

MINUTES – 8/10 Meeting Minutes Approved

PRESIDENT'S REPORT

- FYE courses taught by staff will now be compensated. If the course is taught within normal working hours – 32 hours of annual leave may be taken in order to receive compensation. Training will also be reimbursed when leave is taken.
- Budget – still unclear – no planned reduction in force
- Construction/project update
 - Kohrman, Miller Plaza, Brown Hall – on time
 - Sangren lot final for now
 - Triage occurring in McCracken
 - Friends of East Campus discussing intergenerational community (day care/nursing home) project
- Winter Break will not be extended to include Thursday, January 3 and Friday, January 4
- Inauguration – Dunn would like low key/combined with something else
- Compensation Letter
 - Bereavement leave will be extended to 5 days
 - Sick leave for grandchildren – 5 days max (unless they live with you)
- Insurance
 - Premiums will increase in January approximately 15%
 - Large scale pharmaceutical buying is being investigated
- Fetzer Center contracted catering to Radisson
 - No loss of union jobs
 - Radisson will channel overflow business to Fetzer
- WMU day at the capitol scheduled for March 2008
- Consider establishment of committee to solicit nominees for the annual Distinguished Service Award
- United Way
 - McLaughlin is on Beam's United Way steering committee
 - Looking for increased departmental involvement this year
 - Rally Day scheduled for October 17 in the Bernhard Center Ballroom

VICE PRESIDENT'S REPORT – no report

TREASURER'S REPORT

- August 2007 report approved

CORRESPONDING SECRETARY'S REPORT - no report

M I N U T E S

SECRETARY'S REPORT –

- APA website
 - Working with ATIS student to transfer/update website to template format
 - Hunt, Kurtz and Seth and Wicklund agreed to meet to discuss format

COMMITTEE REPORTS AND DISCUSSION

- Awards and Recognition – VanDyken looking for replacement on this committee
- Special Events
 - Golf Outing was a fantastic success! Check out the awesome photos online. Reserved the date of August 15, 2008 next year for a repeat event. Next year's event planning will begin sooner. Final event budget was in surplus. Excellent partnership with ATIS.
 - APA Tailgate prior to the WMU vs. Indiana University football game
 - Not well attended
 - Outdoor party at the Kurtz home
 - Friday, October 5th beginning at 5:30 pm
 - Homecoming – Saturday, October 20 – low key gathering planned in tent provided by athletics. Game time is 2:00 pm
 - Holiday Party – Friday, December 14th at the Richmond Center from 4:30 to 7:00 pm. Refreshment bid awarded to C&M Catering.
 - Save the Date(s) postcard created by Jeanne Baron to be sent to membership via e-mail.

OLD BUSINESS

- Job Opportunity change in posting dates was discussed. Follow up to take place with Crawford to determine a better way to communicate policy changes to membership.
- Western Edge Coordinator position discussed. Questions as to whether this position will be posted.
- Need to set dates to clear out old APA office and move to new location. Odehnal will set dates and times and communicate with the group.
- Executive Board members need to create/revise blurbs – Emmert will send copy to membership.
- What is the status of the SimpsonScarborough branding initiative?

ANNOUNCEMENTS/OTHER

- Next General Membership Meeting – Tuesday, September 25
 - 157 Bernhard Center – 12-1 pm
 - United Way Campaign will be the topic of discussion
- Next Executive Board Meeting – Friday, October 12
- WSA rally in Lansing scheduled for September 26
- Western Edge to be discussed in future brown bag luncheon
- Dunn's response to Detroit Free Press gaff of referring to WMU as a small school
- Joyce DeRight (first female president of APA) will be retiring on January 25

The meeting was adjourned at 1:02 pm.

Respectfully Submitted,

Faith Wicklund
Recording Secretary