MSU Administrative Professional Association MEA/NEA

Minutes of Executive Board Meeting

Hybrid Meeting

November 1st, 2022

2:00 PM

**APA Board Present**: Jared Andrews, Darius Bradley, Sue Brandt, Jim Brinker, Becky Jo Farrington, Patricia Hampton, Gerlind Kiupel, Heather Litts, Jamie Lynn Marks, Martin McDonough, Nicole Proctor-Kanyama, Todd Ring, Jeremy Romel, Leo Sell, Kandy Slack.

**APA Board Excused:**

**MEA Staff Present:** Shannon Alston

# Call to Order

Martin McDonough called the meeting to order and took a roll call of the board.

**Welcome and Introduction**

Approximately seventeen general members attended virtually.

No members attended in-person.

# Approval Of Agenda

Jim Brinker moved to approve the agenda with flexibility. Motion seconded by Nicole Proctor-Kanyama and approved.

**Approval of Meeting Minutes**

Minutes of October 11th, 2022, presented to board Jim Brinker moved to approve the minutes as amended. Seconded by Jamie Lynn Marks. Motion approved.

**Official Guest(s) – None**

**REPORTS**

**President’s Report**

Report presented to the board electronically. Discussion regarding self-funded healthcare plans.

Discussion regarding the appointment of new Vice President and Chief Human Resources Officer and Interim MSU President and APA communication with these individuals. Discussion regarding issue organizing.

**Vice President’s Report**

Report presented to the board electronically. APA is participating with the MSU College Assistance Migrant Program (CAMP) coat drive. Coats and all cold weather gear will be accepted at room C249 Holden Hall. Contact Cristina Rodas [rodascri@msu.edu](mailto:rodascri@msu.edu) with questions. APA members interested in participating in the Area Representative program should contact Pat Hampton. Discussion regarding APA Union Expo. Discussion on October MEA Higher Ed Conference.

**Treasurer’s Report**

Sue Brandt presented the APA financial balance sheet as of September 30th.

**UniServ Director Report**

Report presented to the board electronically. Shannon Alston gave an update on adding a group of nurses to the APA. Martin and Shannon will present at the MEA Winter Conference on recruiting and engaging in higher education. MEA is currently running a promotion for the collection of home email addresses. Members who update or add their personal email will be entered into a MEA drawing for gift cards and APA drawing for a chance to win a smart watch. APA will also use these emails to provide information on upcoming APA bargaining. Contact Kandy Slack, Shannon Alston, or Heather Traxler if you need your MEA member number.

**JHCC**

Shannon Alston reported talks are continuing regarding new buy-up dental plan options at this time. A special enrollment period will be available once these options are solidified. The new dental plan will have a new maximum coverage option. Healthcare plan options for out-of-state employees are still in the works. Discussion regarding ETNA availability for members who live too far from campus. 2023 October base wage increase bargained as a flat 1% during the last healthcare bargaining session. This would have been 0% if the existing matrix would have been used. Discussion regarding significant inflation and University recognition of highly increased cost of living, which is not being addressed by the University to retain employees. APA is continuing to engage University administrators and Board of Trustees on this topic and equity pay in order to retain employees.

**Committee Reports**

Membership/Community Based Events – Kandy Slack reported for October APA had 61.57% members in good standing. Current percent for November is 62.4%.

Communications – Darius Bradley reported the committee is almost ready to release a member only section of the APA website that will allow paying members to have full access. Discussion regarding setting up a document library on the APA website for the executive board. Todd Ring reported he can setup a document library for the executive board. Discussion regarding providing the executive board a demo of which pages will be provided to paying members and which will be available to the public. Demonstration to be provided at the December board meeting.

Legislative – Becky Jo Farrington reported the MSU board of trustees’ candidate forum was held on November 12th. Mid-term elections this November. Register to vote: <https://mvic.sos.state.mi.us/> Additional information about non-partisan candidate recommendations available at [www.meavotes.org](http://www.meavotes.org). No APA dues money may be used to support or endorse political candidates.

Elections – Election report will be provided at the annual membership meeting.

Grievance – Martin McDonough gave a brief update on current grievance status. Four active grievances at this time.

Finance Committee – No update.

Diversity Equity and Inclusion – Elbony Hawkins reported the committee will participate with the MLK commemorative celebration committee and Cezar Chavez planning committees. The committee reached out to the office of Institutional Diversity and Inclusion to promotes events in the month of October. A report will be presented to the board related to hiring practices at MSU. Discussion regarding adding multicultural holidays to the APA newsletter moving forward. Discussion regarding landing pages on the new website for committees.

Constitution and Bylaws – No update.

APA Hybrid Meetings – Todd Ring reported he is waiting for the Zoom equipment to be installed in the APA office to better facilitate hybrid meetings. Martin McDonough reported he is working to access Zoom rooms at MEA headquarters.

**Professional Trainings / Conferences**

Kandy Slack presented her reflection on the MAHE higher education conference.

Pat Hampton presented her reflection on the MAHE conference and commented on the need for storytelling to facilitate member engagement.

**Member Questions, Comments and Concerns**

Members had the opportunity to ask questions.

**BUSINESS AND DISCUSSION ITEMS**

**Old Business**

**New Business**

**Negotiation Committee Update**

First meeting to be held November 21st .

**ANNOUNCEMENTS**

**Upcoming APA Executive Board Meeting (Hybrid for Members)**

December 13, 2022, 2pm, MEA HQ

**Upcoming MEA Events**

December 7, 6pm, Region 8, MEA HQ

**Upcoming NEA Events**

November 30 – December 2, 2022, NCUEA Fall Conference, Salt Lake City, UT

**Adjournment**

Jim Brinker moved to adjourn. Motion seconded by Heather Litts and carried.

**8H Coordinating Council**

Meeting minutes are respectfully submitted by Jared Andrews