

**APSS Meeting**  
**October 8, 2015, 2015**  
**1104 KC**  
**12:00 p.m.**

Minutes

- I. Call meeting to order 12:00 noon
- II. Roll Call – Jackie Abeyta, Becky Bakale, Erica Baker-Bringedahl, Autumn DeRoo, Bill Grimaldi, Michelle Holstege, Sandra Jennings, Rhonda LeMieux, Patti McCarthy, Patrick Perry, Janet Potgeter, Hollie Rago, Deb Rotman, Joyce Sullivan, Carol Talsma, Sally Vissers, Michelle Duram
- III. Approval of September meeting minutes – call for questions – minutes are not on the website until they are approved in the APSS meeting. Minutes will always be one month behind due to approval. Motion to accept September minutes – motion carried.
- IV. Presidents Report – as you know Coreen has now resigned after many years of service due to her health. Moving forward we will be looking at the by-laws, Becky will attempt to find a replacement for KC representative. Had first mtg last week with Dev Butler from HRO. Impressed with how he interacts within the university. Has received encouragement from other folks in HRO. Becky is here to learn and we will do this together.
- V. Treasurers Report – written report received. Page 2 – the tax exempt filing will need eBoard approval prior to the next meeting. We will be requesting an extension on so that we can approve the deadline. The accountant has to complete the audit prior to the filing. Next year we will plan on approving the 990EZ in the October meeting. Jen K. would need to start the audit in July or August to be ready by October meeting. Motion to accept the report as presented – motion carried.
- VI. Membership Report – written report given. Probationary employee list is growing. New retirees – Hollie will send the retiree gift cards. What is the timeline to get the packet for new employees Rhonda has a new employee from July that she would like to get the information. Becky will prepare a new welcome letter as well. Probationary employees are invited to the luncheon as well. Motion to accept the report as written – motion carried.
- VII. Communications Report – issues with the website – thought we could do the new site at a 99.00 cost to the union – the option to get what we want is 400.00. She has canceled the new site. Unsure of what to do to make a secure site on our current website. Help menu is not providing any content, the discussion board lists other people with the same issues. Erica will be meeting with Autumn to see if there is anything she can do to assist.

VIII. Member Relations Report – Michele Duram here for Cheryl – met with HRO and Dev Butler, there is a part time benefits discussion around campus. Currently they are holding on that discussion until our contract has expired. Next contract will be a large discussion centered around part time benefits. Discussed salary continuation – again a hot topic at bargaining. There is a letter/list that is sent to the President and Member Relations Chair. It is a wonderful benefit, however there are a few abusers of the benefit. HR contacts the supervisor. Some departments will list this on the ePDP. Dave Smith from HRO also discussed the retiree benefits will be increasing 30 – 35/month. This is nothing we can bargain, it was just information provided by HRO.

IX. Building Representative Reports

X. Old Business

- a. Luncheon – 230 RSVP's some choosing the vegetarian option, raffle tickets are set and short on name badges. Flowers, food etc. ordered. They are down to green napkins. Patty just brought items from the Laker Store, Office Depot and Athletics all have items donated. Members will be handed a ticket at the door, which will be drawn during the luncheon. Last year Hollie purchased 8-25.00 gift cards. If we have additional funds she will increase the gift cards. Hollie was given 5 - \$10.00 Campus Dining card as well. Can someone assist Janet with the gifts – Sandra J will assist Janet with the gifts. Last year we had a spreadsheet with the winner's name, then we will contact the member to request permission to put their name in the newsletter. Plan to start gifts at 1 p.m.
- b. Power Point for the luncheon – Rhonda likes keeping some of the historical information for the new members and probationary employees that will be present. Could list retirees as well in the Power Point (or a total of retirees).
- c. Becky has a basic agenda from last year. She will adapt it to our current luncheon.
- d. Calendars are in – they in please take them to the membership.

XI. New Business

- a. Training Moment – (contract discussion) wage scale and development pay. Yes we have had people that have not earned their development pay, and yes we have heard about it. We have had many at 15+ years not earn. Some of this is personal responsibility. If you are at the 3.5% increase and have taken 1 course – you still qualify for the 2.5% increase. People questioned what would count as SDP credit. The wage increase is listed on the website as current. Appendix A is where you would review wages and you have to also review by your hire date, or the hire date of your member. Every year here you gain a step. Development credit is not required until their 4<sup>th</sup> year. Looking at the pay scale the 2% increase is already included in the Appendix A. You cannot go off the wage they are currently making – you must review based on Appendix A. Your 2% wage increase is listed on Appendix A, then you add in the development pay into the wage based on Appendix A – not current earnings. Remember if you attend conferences, or

outside seminars you can include those for development credit, the supervisor and HRO may approve for credit towards your SDP if applicable to your job. As an off campus member Jackie has had a number of seminars off campus approved. It is fairly easy to accomplish. Deb has had issues with items not being approved, round table instruction – they would not grant credit. The online evaluations that were required for a job as technical training was unapproved by HRO. Becky will bring this up with Dev in HRO as well as to teaching a course etc. People need to look for the PSS symbol, what is being forgotten is the portion where you log the activity and get it approved by the supervisor. Becky and Cheryl drafted a more common language breakdown of Development Pay.

Meeting adjourned at 1:03 p.m.