

APSS NEWSLETTER

The latest news & updates from GVSU's APSS Union & its Members

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2021-2022 EXECUTIVE BOARD

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This newsletter is published monthly. For submission information contact **Megan Koeman-Eding** at edingme@gvsu.edu.



Visit our website:

apssgvsu.org



MEMBER SHARES

Jenna Stehouwer - We're incredibly fortunate to live about 4 miles from Lake Michigan, so as soon the weather warms up in the spring we take frequent walks along the beach and pier in Grand Haven. It is our "happy place" and our kids have made a wealth of memories growing up along the Lake Michigan shoreline.



MEMBER SHARES, CON'T

Brienne Forgette - I love going to The Highlands (next to Blandford Nature Preserve) in Grand Rapids! There are wonderful walking trails with great biodiversity (my dog and I recently came across a groundhog there) and it's a really peaceful spot in the city. No green thumb here, but I do my best to keep some herbs in pots on my patio to make cocktails and spruce up salads and side dishes.

Marissa LaPorte - This is a few weeks late as I started my new position on March 21st but I have switched PSS roles!

Job change!

I was previously at University Libraries and am now working as an Undergraduate Unit Coordinator for the School of Public, Nonprofit, Health, Hospitality and Tourism Management!



HR WORKSHOPS

With the ratification of the 2021-2025 APSS contract, Professional Development credits are no longer needed for wage advancements. However, our newsletter will continue to feature trainings that are beneficial to our members.

Concur Department Admin/Coordinator Training

Presented by Business & Finance, Erica Herwig

The intention of this session is to offer Admins/Coordinators to ask questions specific to their departments, being their pain points and concerns forward and in general to learn from each other. This will be an interactive session.

Please email questions you may already have in advance to Erica Herwig at herwig@gvsu.edu so we can better manage the session

Wednesday, May 4

1:00PM - 3:00PM

Virtual

Blackboard Learn Series - Blackboard Essentials

Presented by eLearning Technologies

This webinar is recommended for faculty/staff who want to learn the most commonly used features of Blackboard. It is a badge-eligible event. More information about earning this badge can be found on our Faculty Badges @ GVSU website.

After completing this workshop, the user will be able to:

- Access Bb and make their course available to their students
- Identify and be able to use important Bb communication features (Announcements, Email, Discussion Board, etc.)
- Customize their Bb course menu
- Upload, edit or delete files in their Bb course
- Create and understand the differences between a folder or a learning module
- Organize content within a folder or a learning module
- Add an external web link in their Bb course
- Add a mash-up or other multimedia content (YouTube, Flickr, SlideShare, Panopto video, etc.)
- Create an online assignment
- Access the Grade Center and have a basic understanding of how to navigate the Grade Center, as well as grade an online assignment

Thursday, May 5

7:00PM - 8:00PM

Virtual

Tuesday, May 10

10:00AM - 11:00AM

Virtual

Thursday, May 12

7:00PM - 8:00PM

Virtual

HR WORKSHOPS, CON'T

Don't forget to check [Sprout](#) throughout the month for additional classes that may be added after the publication of this newsletter.

Ultra Base Navigation: An Overview

Presented by eLearning Technologies

The look and feel of the old "MyBb" page will be updated to a new, re-designed "portal" page with Ultra Base Navigation. This will affect how and where you find your course sites, but it will not change what your courses themselves will look like. Join us to learn about Ultra Base Navigation, its components, and how to adjust settings and notifications.

Monday, May 9	10:00AM - 11:30AM	Virtual
Wednesday, May 11	1:00PM - 2:30PM	Virtual

Banner & OnBase Finance Users Trainings

Presented by Business & Finance, Erica Herwig

This training is designed for faculty and staff who are responsible for processing invoices, transfer requests, check requests and other Finance OnBase functions, and who are responsible for management and oversight of departmental budgets using Banner. This is a hands-on training, so please ensure that prior to the training, you have access to both OnBase and Banner, with permissions to view and work with the FOAP's you will be managing. This will be a virtual training, but I do have a Binder you will need. Please reach out to me to arrange pickup or mailing of the binder.



Tuesday, May 10	9:00AM - 11:00AM	Virtual
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Zoom 101

Presented by eLearning Technologies

Learning Objectives

After completing this workshop, the user will be able to: Identify basic webinar protocols; Find the Zoom tool in Blackboard; Schedule a meeting and launch Zoom; Use reactions; Use chat; Change roles; Record sessions

Friday, May 13	10:00AM - 11:00AM	Virtual
Thursday, May 19	7:00PM - 8:00PM	Virtual
Thursday, May 26	3:00PM - 4:00PM	Virtual

BENEFITS & WELLNESS

The Moms Network

Tuesday, May 10

12:00PM-1:00PM Virtual

The Moms Network is a network of support for working mothers and caretakers who are employed at GVSU. This group provides a casual space to check-in, share resources, talk about feelings and experiences, and take off the “professional hat” to connect as moms on a monthly* basis. All meetings are currently virtual.

You do not have to sign up for all meetings to be able to connect with this group.

End of Semester Picnic

Hosted by LGBT Resource Center

Wednesday, May 18

11:30AM-1:30PM - East Kirkhof Lawn

Spend some time on the lawn with the LGBT FSA and be in community with partners across campus! Register in Sprout!



Cornhole Tournament

Thursday, May 19

11:00AM-1:00PM - Lubbers Stadium

- [Registration is free!](#) Just pick a teammate and a team name.
- All GVSU faculty, staff, and students are eligible to participate.
- The first 16 teams to register will be guaranteed a spot in the tournament. Additional teams may join our waitlist.
- Review our cornhole rules for the tournament.
- The tournament is bracket-style. The winning team will advance to the next round.
- Just want to watch? All are welcome to attend the games as spectators. Cheer on your coworkers and meet colleagues from across campus!
- We're working on bringing a food truck to campus for the event. Or feel free to bring your own lunch.

BENEFITS & WELLNESS, CON'T

Farmer's Market

Opening Day - Wednesday, June 8

After a two-year hiatus, the Farmer's Market is back! Check out the [Farmer's Market website](#) for more information as additional details will be posted.



Run/Walk with GVPD

2 Mile Fun Run/Walk

GVPD

Wednesday, June 8

Faculty and staff, lace up your sneakers and join us for the second annual 2 Mile Fun Run/Walk with GVPD on campus! All GVSU faculty, staff, family members and fitness levels are invited to participate. Grab a colleague or your whole department to join in on the fun. The start and finish line set up, professional timing, and results will be provided by PrimNRG race management. Visit [the event's website](#) for more information and to sign up.

UNION NEWS

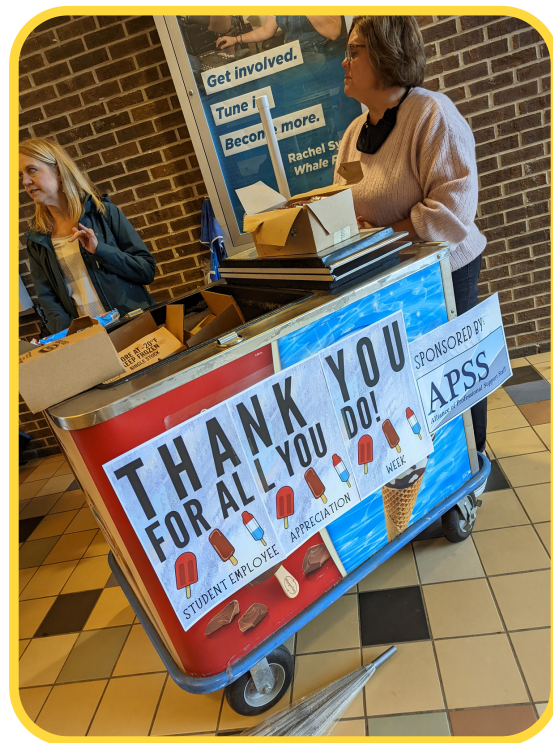


Monthly Board Meetings

Monthly APSS Board meetings are held on the 2nd Thursday of each month at noon. All members are welcome to attend! The list of dates, location, and how to access the virtual link is on our website: www.apssgsu.org under the Meetings tab. Be sure to check it out if you're interested in attending. We hope to see you there!

Thank you to our volunteers!

Special thanks to our volunteers who handed out ice-cream treats to our amazing student employees for Student Employee Appreciation Week. Although a rainy day, it didn't stop the students from stopping by!



Summer Dues Schedule for 2022

Barb Blankemeier - Union dues will not be taken out of your paychecks for the months of June, July and August (payroll numbers 12 – 18). Dues will start back up in September and will be deducted from your check dated 9/13/22 (payroll number 19).

UNION NEWS, CON'T



Election Results are in!

Election results are in! We had a turnout of 124 members that voted. Overwhelmingly all positions were voted a yes vote, with a few no votes in each office. Congratulations to all the new and returning officers! New officers will start their duties on July 1, 2022.

- Brian DenUyl – Vice President
- Rhonda LeMieux – Chief Alliance Steward
- Rayshena Wilson – Membership Director
- Michelle Holstege – Secretary

Contractual Considerations - Reclassification

Shawn Evans - Have you ever wondered if there is a process to have your position analyzed to determine if it is classified correctly and you are being compensated correctly for your work? The contractual language on classification review in section 10.4 of our agreement with GVSU outlines the processes for a bargaining unit member or a supervisor to request consideration of the classification of a position. Regardless if the request is brought forth by staff member or supervisor, the staff member will be asked to complete the Job Analysis Questionnaire to rank the requirements of the position into four key competencies: knowledge, responsibility, complexity, and coordination/organization/facilitation. Additional materials, such as an updated position description or other materials that may speak to the nature of the requirements for the position, may be requested with a completed Job Analysis Questionnaire. The survey instrument and additional materials will be reviewed by an Assessment Team, consisting of one representative from HR and one representative from the Alliance. The staff member and supervisor may be asked to meet with the Assessment Team to provide additional clarification. Additionally, the Assessment Team may request a site visit to better understand the nature of the work required by the position. Once the Assessment Team has analyzed all of the materials provided, a classification decision is rendered. If the staff member or supervisor disagree with the decision, a convening of the Joint Review Committee which consists of two representatives from the Human Resources Office and two representatives from the Alliance will meet with the staff member and supervisor to consider the appeal.

I have been assisting individuals considering classification review since 2005. I encourage those who have this question to consider the review as a process regarding the position – not the staff member occupying the position. That is, what would be required of this position should the position be vacant and the employer needs to fill this vacancy. I also ask those considering classification review to document the ways in which the position has grown and changed since the staff member first accepted this bargaining unit position.

Work is underway between Human Resources and the APSS to revise the Job Analysis Questionnaire in order to create a survey instrument that more clearly distinguishes the difference between levels in each competency area, as well as to create a framework that is more inclusive of all clerical, technical, and engineering positions within our bargaining unit.

Please feel free to connect with me, any Executive Board officer, and/or your Alliance Representative if you have questions about classification review.

2021-2022 BUILDING REPS

CHERYL BRONNER	X13327
STU, 1ST FLOOR	
TAMI JOHN	X12350
CAC & KC	
MATT COLLVER	X15583
CHS & RFH	
BARB ELLIS	X18611
KHS & LMP, STU 2ND & 3RD	
LINDSEY BURNS	X12186
MAK & NLC	
DEB ROTMAN	X12297
AGS, LHH, LSH, & PAC	
TRACY LONDON	X12252
CON, JHZ, LMH	
KATIE HAYNES	X13006
HHLC, HRY, LIB, & PAD	
JOYCE SULLIVAN	X13730
ASH	
SHELBY HARRISON	X16025
EC, IDC, KEN	
RAYSHENA WILSON	X17130
DEP, DEV 1ST & 2ND FLOORS	
VICKI WENGER	X13898
LOH	
PATRICK PERRY	X16202
DEV 3RD, 4TH, 5TH FLOORS	
IRINA GROUGAN	X17606
TC REGIONAL CENTER, HOLLAND, & MUSKEGON	
BRIAN DENUYL	X12025
AH, CUB, SER	
KATE KNOPP	X12685
FH, MAN	
DENISE GROSS	X15922
DCIH	

VACANT POSITIONS

BIK, SCB

MEMBER RELATIONS TEAM

RHONDA LEMIEUX	X12557
CHAIR	
NICOLE BROWER	

IMPORTANT DATES

1st 6 week classes begin - May 9

Memorial Day (university closed) - May 30

UPCOMING ISSUE

Share your summer vacation plans for the June newsletter! Email Megan at edingme@gvsu.edu by 5:00PM on Thursday, May 26.

MAY DATES

BIRTHDAYS

4 - Cassandra Hinzman
14 - Melissa Kurek
21 - Cherilyn Denomme

GVSU ANNIVERSARY

7 - Melissa Kurek
23 - Jennifer Stamate-Carey
29 - Terri Kenney

WEDDING ANNIVERSARY

4 - Janet Potgeter
7 - Kimberly Reeves-Jorgensen
16 - Erica Baker-Bringedahl (13 yrs)
21 - Charlyn Worthem (36 yrs)
23 - Jay Zink (36 yrs)
25 - Krystal Vanden Bosch (9 yrs)

If you would like your birthday, GVSU anniversary, wedding anniversary, job change, and/or retirement notice published in the newsletter, or if you have suggestions for an upcoming issue, email **Megan Koeman-Eding** at edingme@gvsu.edu.