

APSS NEWSLETTER

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

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



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apssgvsu.org



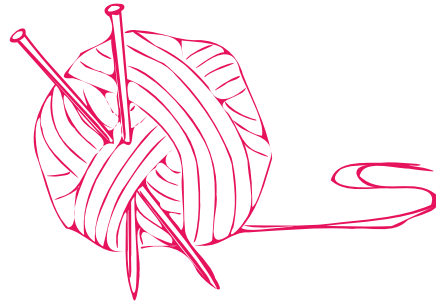
MEMBER SHARES

Georgine Bello - Self-care tips I'd like to share are: short morning meditations; uninterrupted, daily reading time (at least a half an hour, but will take 15 or 20 minutes; this is also "meditative" for me). I love fiction. Walks and water. I hope everyone has and makes time to practice self-care!



MEMBER SHARES, CON'T

Brienne Forgette - In the winter my hobbies are knitting and snowshoeing (although this isn't currently an option with our lack of snow). I'm currently picking out a pattern and yarn to knit a baby blanket for my sister – she's having a boy in early May!



Emma Plummer - I thought I'd share with you some wellness / self-care practices that I've tried to work into my routine this year. I've started pushing myself to get up earlier, so I have time to take things slow as I'm getting ready for work. I make my coffee, I read my book, and most importantly I stretch for 15 minutes. While I'm stretching, I set intentions for the day, like "today I am going to take things as they come" or "I will approach today with the intention of gratitude for all things, both the good and the bad." (This was particularly helpful during this first week of classes!) This has helped me so much in setting the pace for my days!

Jenna Stehouwer - Self-care for 2023! Over the winter break I collected items around my home, purchased new frames and desk décor to jazz up my cubicle. For the new year I wanted to redecorate my space to reflect a more serene atmosphere with lots of white and green. I chose to add words of affirmation and encouragement into my new décor as well. And an added advantage to my wallet was being able to find every item at the Dollar Tree and Dollar General - BONUS!



MEMBER SHARES, CON'T

Jody Tenckinck, Office Assistant-Recreation & Wellness Dept - After nearly 13 years, I will be leaving GVSU on February 10th. This is not a true retirement, as I will be taking on a rewarding position of helping care for our newest granddaughter, Rylie. And soon after we will have three grandchildren to fill our hearts right up.

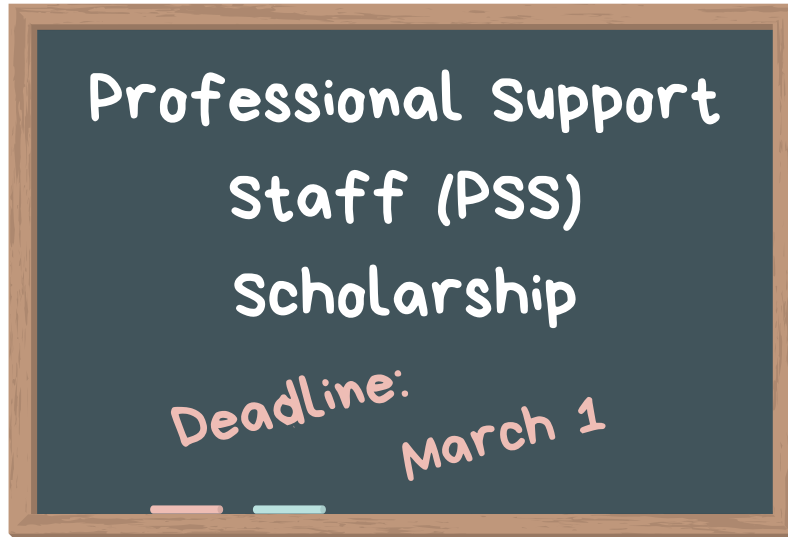
I am blessed to have worked alongside some incredible individuals since joining GVSU in 2010. My path has led from Accounts Payable, to Purchasing, and then over to Recreation & Wellness.

I want to thank everyone whom I've crossed paths with. There have been some great experiences, and I take away with me many friendships that will last long into the years.



CONGRATS, JODY!

UNION NEWS



Professional Support Staff Scholarship:

This scholarship was designed to assist Professional Support Staff (PSS) employee group children and grandchildren in the pursuit of an undergraduate degree at GVSU.

The applicant must be a child or grandchild of an employee in the current Professional Support Staff (PSS) employee group. This PSS employee may either be currently working and has completed a minimum of three continuous years by the application deadline, or a PSS employee who has retired from GVSU and is currently receiving GVSU retirement benefits.

The applicant must be admitted as an **undergraduate** degree-seeking student to GVSU and plan to enroll as a full time student for both fall and winter semesters.

Renewal Criteria: To receive the scholarship the parent or grandparent of the scholarship recipient must continue to be a member/retiree of the PSS employee group. Recipients must reapply. Direct your child or grandchild to <https://www.gvsu.edu/financialaid/myscholarships-163.htm> to apply! The scholarship is listed as Professional Support Staff (PSS) Scholarship.

Deadline to apply is **March 1, 2023**.

Scholarship amount varies depending on the number of applicants.

If you'd like to donate to this fund, visit [Giving to Grand Valley](#) and search Professional Support Staff.

UNION NEWS, CON'T



Shawn Evans - Recently, I have heard quite a bit of media coverage about what will happen if/when the Michigan Legislature repeals the state's 2013 Right to Work (RTW) law. In preparation for what could happen, I began to work with the bargaining team to prepare contractual language in case we need to revert to old membership language, which allowed a bargaining unit member to opt out of Alliance membership, but required payment of a service fee to a scholarship fund in an amount equal to Alliance dues. This contractual language existed in the agreement effective 10/1/2011 - 9/30/2014, and all previous agreements.

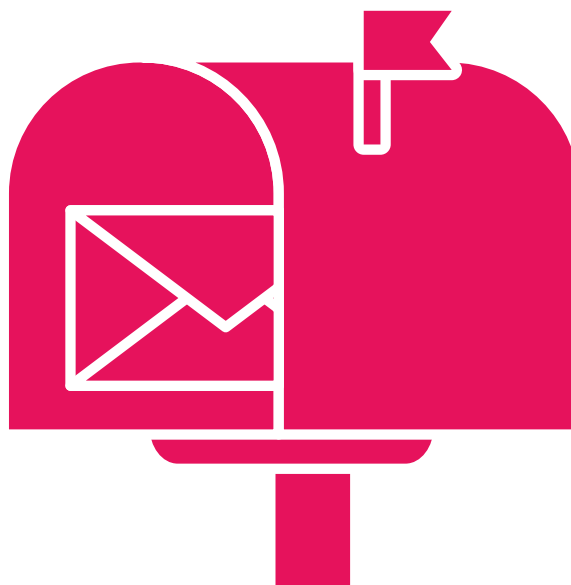
When Michigan passed RTW legislation in March 2013, it impacted private sector and public sector unions alike. While RTW legislation is in effect in 28 states, it looks a little different from place to place. Some states passed laws that allowed for membership exemptions from only private sector unions, while others passed laws that allowed for membership exemptions from both private sector unions and public sector unions. Consequently, in 2018, the U.S. Supreme Court revisited and overturned the 1977 Abood case with the Janus decision, ruling that mandated union fees in the public sector violate the First Amendment right to free speech (e.g. to not support a union).

Thus, even if the Michigan legislature repeals our state's RTW legislation, there will be no changes to our contractual language. Those who wish to enjoy the benefits of a public sector union position without supporting the Alliance's work to collectively bargain on their behalf, may continue to do so even if the state's RTW law is repealed.

On behalf of your Bargaining Team,
sme

If you move, don't forget to update your address with the University and with the APSS Membership Director!

This is especially important for those about to retire. If you're retiring and moving, please make sure to update Rayshena Wilson with your new address.



HR WORKSHOPS

Blackboard Ultra Essentials

Presented by eLearning Technologies



Blackboard Ultra will be implemented for all courses at GVSU in spring/summer 2023. Many training opportunities are in place (see Blackboard Ultra Build-a-thon and Blackboard Ultra Lunch-and-Learn). This webinar is recommended for faculty/staff, who are comfortable learning new applications on their own and want to learn the most commonly used features of Blackboard Ultra.

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

- Access Blackboard and make their Ultra course available to their students
- Upload, edit or delete files in their Blackboard Ultra 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 Blackboard Ultra course
- Add a mash-up or other multimedia content (YouTube, Panopto video, etc.)
- Create an online assignment
- Access the gradebook and have a basic understanding of how to navigate it, as well as grade an online assignment

Wednesday, February 1	11:00AM - 12:00PM	Virtual
Friday, February 17	11:00AM - 12:00PM	Virtual

Understanding and Interrupting Implicit Bias 101

Presented by Inclusion and Equity

LUNCH & LEARN: Implicit Bias refers to the beliefs, thoughts, attitudes, and emotions that impact our behaviors, actions, and decisions in an unconscious manner. This workshop is designed to walk alongside participants to understand the cognitive, cultural and socio-emotional considerations related to implicit biases and how it influences our decision-making and interactions. Participants will learn tools, strategies, and systems to address, interrupt and mitigate harmful biases in ways that foster personal growth and organizational inclusion.

Participants will be able to:

- Define implicit/unconscious bias and describe how it informs individual, organizational and systemic actions and impact
- Utilize tools to help identify personal and organizational biases
- Develop strategic frameworks to counteract harmful and/or unhelpful

Monday, February 6	11:00AM - 1:00PM	Virtual
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HR WORKSHOPS, CON'T

Queer and Trans 101

Presented by Inclusion and Equity

This learning space offers participants a working knowledge of terminology and concepts related to the LGBTQIA+ community, as well as basic allyship skills for creating more inclusive, affirming, and celebratory environments.

Topics covered include:

- Inclusive name and pronoun use
- Creating greater understandings of gender, sex and sexuality
- The implications of oppression and power, including how they operate as systems in our personal lives, through organizations, and systems
-

Presenter(s):

DL McKinney, Director Milton E. Ford LGBT Resource Center (they/them/theirs)

Wednesday, February 8

11:00AM - 12:30PM

KC 2266

Contracts 101

Presented by Office of General Counsel

Join Risk Management and the Office of General Counsel for Contracts 101, a presentation about contracts at GVSU. In this Zoom session, you will learn about the definition of a contract, the difference between budget and signature authority, how to interpret common contract provisions, and when to reach out to Legal and Risk Management. There will be opportunities to ask questions.

Wednesday, February 8

2:00PM - 3:00PM

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, February 14

9:00AM - 11:00AM

Virtual

HR WORKSHOPS, CON'T

Engaging in Deep Dialogue: Calling-in for Shared Understanding

Presented by Inclusion and Equity

This interactive workshop will offer emotionally intelligent approaches to and strategies for fostering deep dialogue. Participants will learn about empathetic listening, the role of emotions in dialogue, how to reframe conversations for shared understanding, and how to create boundaries for constructive dialogue. Grounded in the idea of calling one another in with compassion and a commitment to learning, the workshop will reflect participants' questions and curiosities. Participants will engage in small group work for applied learning and community building.

Learning Outcomes:

- Move from waiting to speak into stances of deep listening
- Understand the role of emotions in dialogue
- Integrate strategies for fostering active, healthy dialogue

Presenters:

Lisa M. Perhamus, Director of the Padnos/Sarosik Center for Civil Discourse & Associate Professor (she/her/hers)

Annie Bélanger, Dean of University Libraries (she/her).

Thursday, February 16

2:00PM - 4:00PM

KC 2270

Speak Up! Campus Climate Concerns

Presented by Inclusion and Equity

Education on understanding intolerance and why it is important to address climate, retention, overall satisfaction. Campus specific data will be presented that highlights the need for education around bias, reporting campus climate concerns and understanding the impact of microaggressions.

Presenters:

Stacy Piasecki, Lead Civil Rights Investigator & Deputy Title IX Coordinator (she/her/hers)

Takeelia Garrett, Division of Student Affairs, Student Ombuds (she/her/hers)

Friday, February 17

11:00AM - 12:30PM

KC 2201

DON'T FORGET TO CHECK [SPROUT](#) THROUGHOUT THE MONTH FOR ADDITIONAL CLASSES THAT MAY BE ADDED AFTER THE PUBLICATION OF THIS NEWSLETTER.

HR WORKSHOPS, CON'T

CONCUR TRAININGS

Concur Travel and Expense Training

Presented by Business & Finance, Erica Herwig

This is an overview of requesting travel, booking travel, setting up a travel profile, and creating expense reports.

Thursday, February 9 **10:00AM - 11:30AM** **Virtual**

Purchasing Card Policies, Procedures, & Reconciliation Within Concur

Presented by Business & Finance

This training is designed for faculty and staff who have a GVSU Purchasing Card. This training will go over Purchasing Card Policies, Procedures and Reconciliation within Concur. An overview of how to reconcile Purchasing Card transactions in Concur will take place at the end of the training. This training will only cover the Purchasing Card piece of Concur.

Please visit our website for more resources <https://www.gvsu.edu/purchasing/pcard-program-training-240.htm>

Wednesday, February 1 **9:30AM - 10:30AM** **Virtual**
Wednesday, March 1 **9:30AM - 10:30AM** **Virtual**

Concur Approval Training

Presented by Business & Finance, Erica Herwig

This is an overview of the approval process for both delegates and approvers.

Wednesday, February 15 **11:00AM - 12:00PM** **Virtual**

BENEFITS & WELLNESS

Black History Month Toolkit - Fidelity Investment Services



We're bringing together a unique and diverse group of individuals for a conversation you won't want to miss. Join us for "How to manage money, deal with debt, and create a financial legacy"—a new Fidelity webinar to honor Black History Month. Listen in as financial professionals, influencers, and educators explore a range of relevant topics, discuss real issues and solutions, and share industry insights and personal perspectives that can help you get more out of your money.

[Register here](#) and get information about what you can do today to reach your financial goals and build a strong foundation for yourself, your family, and your community.

Investing involves risk, including risk of loss.

TIAA Rep Available On Campus - February through May

Our TIAA rep has scheduled days to be on campus starting in February. These meetings are usually virtual, so I wanted to share in the case that employees are looking to meet with a representative in person. Content:

GVSU's financial consultant from TIAA, Ryan Hallowell, will be on the Allendale campus on the following dates and times. Ryan can help you manage your investments, make adjustments to meet your financial goals, and check to see if you're on track with your retirement. Schedule to [meet with Ryan on campus](#) or schedule a [virtual meeting](#).

On campus dates/times:

- February 9, 2023 (JHZ 1012)
- March 7, 2023 (JHZ 1012)
- April 11, 2023 (JHZ 1012)
- May 2, 2023 (JHZ 1012)

New Wellbeats

All GVSU employees now have exclusive, complimentary access to [Wellbeats!](#) Wellbeats is an on-demand video streaming platform with high-quality, expert-led fitness, nutrition, and mindfulness classes you can play on your personal devices anytime, anywhere.

CAMPUS NEWS

News from the Admissions Office

We have a few BIG events coming up in February! Here they are below:

- Saturday, February 4th 10am-2pm
 - **Signature Saturday- Frederik Meijer Honors College** (Admitted students honors event)
- Friday, February 17th
 - **GVSU Admissions: Admitted Student Day** (For admitted high school seniors)
- Friday, February 24th
 - **GVSU Admissions: Admitted Student Day** (For admitted high school seniors)

Information from the Payroll Office

It's been brought to our attention that many of you did not receive the annual email from payroll letting you know that your W-2 is now available this past Monday.

This email is to inform you that your electronic W-2 is now available in Banner Self Service. Please note that a hard copy will also be mailed this week.

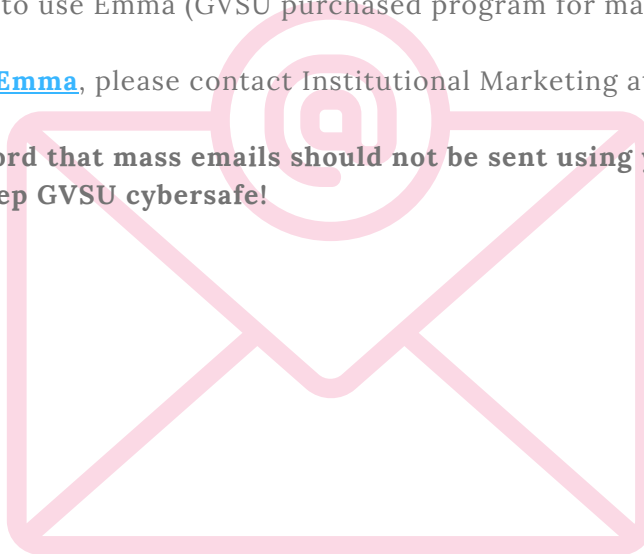
Thanks,
Payroll

Information Technology Security Corner

What should you use to send mass email? After GVSU's migration to Office 365, sent messages are limited to 1,000 messages per day. This is to help reduce any compromised accounts from sending out phishing emails. What do you do when you need to send out a mass email that would exceed this quota? The answer is to use Emma (GVSU purchased program for mass mailings).

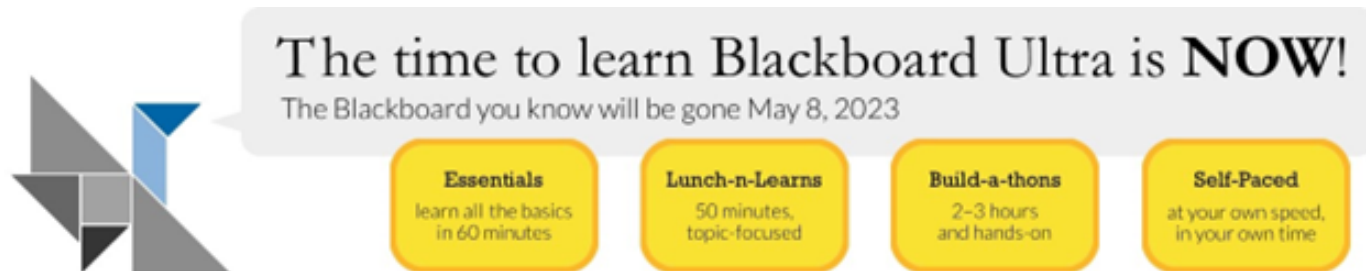
For information on using [Emma](#), please contact Institutional Marketing at (616) 331-2525.

Please help spread the word that mass emails should not be sent using your Outlook Email client. Thank you for helping keep GVSU cybersafe!



CAMPUS NEWS, CON'T

From the GVSU IT eLearning Team: Getting Ready for Blackboard Ultra!



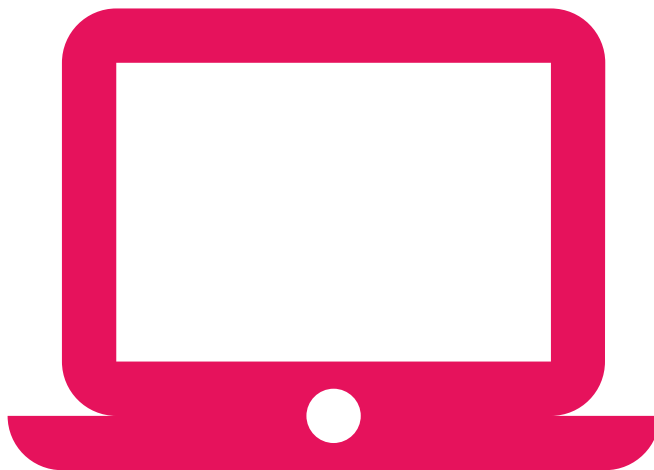
The time to learn Blackboard Ultra is **NOW!**
The Blackboard you know will be gone May 8, 2023

- Essentials**
learn all the basics
in 60 minutes
- Lunch-n-Learns**
50 minutes,
topic-focused
- Build-a-thons**
2-3 hours
and hands-on
- Self-Paced**
at your own speed,
in your own time

The Winter semester of 2023 is all about getting faculty and staff ready to use Blackboard Ultra courses for our launch in Spring/Summer and Fall 2023. Our Blackboard Ultra training comes in various formats to meet everyone's scheduling needs. [Essentials](#) are 60-minute overviews of the most used tools and functionality in Bb Ultra. [Lunch-and-Learns](#) are quick 20-minute sessions offered around the noon hour with the remaining time available for Q&A's. For those with larger blocks of free time, [course Build-a-thons](#) provide a deeper 2-3-hour dive into getting your course converted and ready for Blackboard Ultra. [Visit the eLearning page for a schedule](#) of training opportunities for learning how to use Ultra Course View.

In addition, every faculty and staff member has their own "Ultra Practice Test Course" where they can begin exploring how to use Ultra Course View. All faculty and staff have also been enrolled in a Blackboard site named "Blackboard Learn Ultra Self-Paced Training." You can use this site to become familiar with Ultra Course View at your own pace. Log into Blackboard at: <https://lms.gvsu.edu>

Have questions or want to learn more, view our [Ultra Resources](#) in our service portal and don't hesitate to reach out to your [eLearning Technologies liaison](#).



2022-2023 BUILDING REPS

CHERYL BRONNER X13327
STU, 1ST FLOOR

JENNA STEHOUWER X12566
CAC & KC

BARB ELLIS X18611
KHS & LMP, STU 2ND & 3RD

DEMARCUS TURNBOUGH X12116
MAK & MAN

TRACY LONDON X12252
CON, HON, JHZ, LMH

KATIE HAYNES X13006
HHLC, HRY, LIB, & PAD

MARISA VREDEVOOGD X13729
ASH, AGS, LHH, LSH, & PAC

SHELBY HARRISON X16025
EC, IDC, KEN

RAYSHENA WILSON X17130
DEP, DEV 1ST & 2ND FLOORS

VICKI WENGER X13898
LOH, NMH

IRINA GROUGAN X17606
TC REGIONAL CENTER,
HOLLAND, & MUSKEGON

BRIAN DENUYL X12025
AH, CUB, SER

KATE KNOPP X12685
FH

DENISE GROSS X15922
CHS, DCIH, & RFH

TINA LEE X17352
BIK, CEC, DEV FLOORS 3-5,
SCB

MEMBER RELATIONS TEAM

RHONDA LEMIEUX X12557
CHAIR

NICOLE BROWER X18894

IMPORTANT DATES

Midterm evaluations - February 20-24

UPCOMING ISSUE

The much-loved Pets of PSS edition! Share your pets with Megan by 5:00PM on Thursday, February 23 to edingme@gvsu.edu.

FEBRUARY DATES

BIRTHDAYS

2 - Katie Haynes

18 - Dawn Nagelkirk

20 - Lindsey Burns

24 - Erica Baker-Bringedahl

28 - Megan Koeman-Eding

GVSU ANNIVERSARY

1 - Jordan Sickrey

19 - Tammy Tobar

23 - Sherri Hall

26 - Shyceka Armstrong

26 - Amy Duwe

WEDDING ANNIVERSARY

14 - Rhonda LeMieux (31 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.