

VOLUME 14 ISSUE 5 ♦ NOVEMBER 2023

# APSS NEWSLETTER

THE LATEST NEWS & UPDATES FROM GVSU'S APSS  
UNION & ITS MEMBERS



photo by Megan Koeman-Eding

## ISSUE FEATURES

### CALL FOR BUILDING REPS - APSS BOARD

If you're interested in becoming a Building Representative for the APSS Union, please reach out to our President...

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### WORKDAY TRAININGS ARE HERE!

Trainings abound for Workday and are now listed in [Sprout!](#) Lots of information is available on Sprout as well as the [Workday Training page...](#)

*more on page 6*

### 2023 TEACH-IN

As a University, we want to promote lifelong learning and development among our faculty and staff...

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### 2023 GVSU FACULTY/STAFF UNITED WAY CAMPAIGN

The annual faculty and staff campaign for United Way remains an important Grand Valley tradition...

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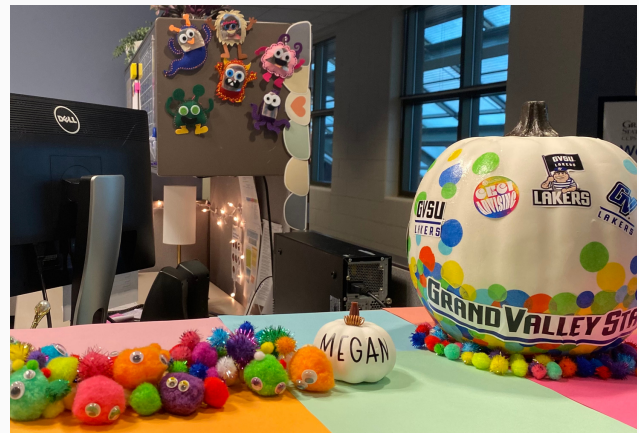
# MEMBER HIGHLIGHTS

**BY DIANA BRIGGS**  
OCCUPATIONAL SCIENCES & THERAPY DEPT

I am Commander Una Chin-Riley from the TV Show – STAR TREK: Strange New Worlds. She was the first female in a leadership role on the original TV series back in 1965. It was ground breaking for those times and for TV. Happy Halloween!



**BY BETSY WESSELS**  
CECI UNDERGRADUATE ADVISING CENTER



The CECI Advising Center student assistants decorated their desk area with pumpkins with GVSU Stickers and monster felt and garland.



# MEMBER HIGHLIGHTS

**BY KIM REEVES-JORGENSEN**  
REGISTRAR'S OFFICE



**BY CELESTE LAREAU**  
IT OPERATIONS

I wanted to do more of a concept costume this year so my best friend and I dressed up as different types of kisses! I went as "chef's kiss" and she went as "goodnight kiss". I ironed all the patches on to my apron and she used her cricket machine to personalize her sleep mask. Happy Halloween everyone!

**BY DIANA BRIGGS**  
STATISTICS DEPT

I wanted to share a picture of my boyfriend and I's costumes for the newsletter. We went as Link and a Korok from The Legend of Zelda!





# UNION NEWS



## BY SHAWN EVANS

APSS BARGAINING COMMITTEE CHAIR

It was a pleasure to be able to speak to the APSS members/retirees at the fall luncheon on Thursday, October 19. For those who missed it, there was an introduction of the APSS Bargaining Committee members and a brief description of how we engage in the work of contractual bargaining. The APSS bargaining team is planning to survey the APSS membership in fall 2024 to be prepared to best represent the interests and concerns of our membership when we embark upon the work of formal contractual negotiations in 2025. In the meantime, please do not hesitate to contact me, or any member of the bargaining team, with any questions or concerns as they pertain to contractual language.

On behalf of your bargaining team (Shawn Evans, Cheryl Fischer, Michelle Holstege, Tami John, Rhonda LeMieux, and DeMarcus Turnbough),  
sme

## BY MEGAN KOEMAN-EDING

APSS COMMUNICATIONS DIRECTOR



On September 22, HR hosted a New Staff Orientation which included a Resource Fair for all new staff hired since the start of summer, 2023. Our Union staffed a table at the Resource Fair as a way to introduce ourselves to new PSS. We will continue to host a table at each New Staff Orientation and Resource Fair, with the next one coming up in the winter semester.

## CALL FOR BUILDING REPS!

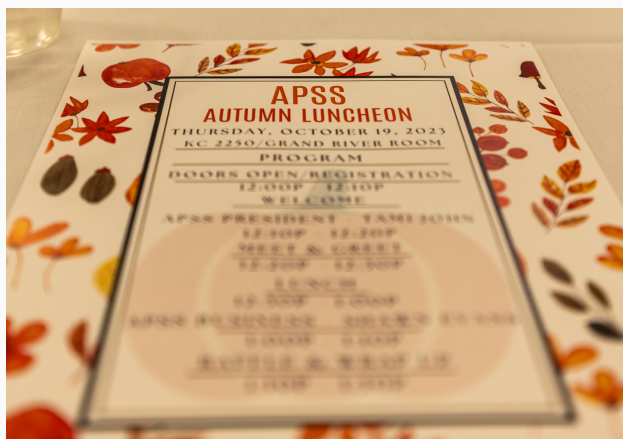
If you're interested in becoming a Building Representative for the APSS Union, please reach out to our President, Tami John. There are a few current Building Reps who have many buildings they represent and would love to share their workload with new reps



# UNION NEWS

## APSS FALL LUNCHEON APSS BOARD

A huge thank you to everyone who volunteered to help make this year's APSS Luncheon a huge success! From the executive board, to building reps, to members, it can't be done without all of you!



**WE ARE ALREADY LOOKING FORWARD TO NEXT  
FALL'S APSS LUNCHEON!**



# WORKSHOPS

## WORKDAY TRAININGS ARE HERE! PRESENTED BY THE WORKDAY TEAM

Trainings about for Workday and are now listed in [Sprout!](#) Lots of information is available on Sprout as well as the [Workday Training page](#), so we'll keep it short and sweet here.

Course offerings include:

- Getting Started with Workday for All Employees
  - **All faculty/staff must complete Getting Started with Workday for All Employees prior to campus closure on 12/22.**
- Getting Started with Workday for Managers

### Finance Offerings

- Foundation Data Model
  - Required prerequisite: Getting Started with Workday for All Employees
- P2P 1: Purchases (Suppliers, Requisitions, and Supplier Invoice Requests)
  - Required prerequisite: Foundation Data Model Course
- P2P 2: Managing Your Orders (Purchasing Orders, Change Orders, Receipts, and Invoicing)
  - Required prerequisite: P2P 1 Course
- Expenses
  - Required prerequisite: Foundation Data Model Course
  - An important training for all employees as this covers creating and submitting expense reports.

### HR & Payroll Offerings

- Recruiting 1: Positions/Jobs & Create Job Requisitions
  - Required prerequisite: Getting Started with Workday for All Employees
- Change Job
  - Required prerequisite: Getting Started with Workday for All Employees

**Please note:** In addition to the required course prerequisites, each training asks that you review the relevant change guides and info pages prior to attending to the training. This will help familiarize yourself with key terms and concepts. Each course offering in Sprout lists the relevant guides and info pages you should review.



# WORKSHOPS

## COMBINED P2P AND EXPENSES OFFICE HOURS

PRESENTED BY THE WORKDAY FINANCE TEAM

Join us for open Office Hours to discuss any questions you have regarding P2P and/or Expenses in Workday! This is not a training course, but is intended for people who have already taken a P2P or Expenses training course and still have additional questions they would like to work through. Instructors will be available to help with any department specific questions or processes relating to the following topics:

- Suppliers
- Requisitions
- Purchase Orders
- Change Orders
- Receiving
- Invoicing
- Expense Reports
- Expense Card Reconciliation
- Spend Authorizations
- 

\*\*\*REMINDER: THIS IS NOT A TRAINING COURSE AND CAN ONLY BE ATTENDED AFTER THE BELOW PREREQUISITES HAVE BEEN COMPLETED\*\*\*

Prerequisites:

- the Getting Started with Workday for All Employees [instructor-led](#) or self-paced course
- the Foundation Data Model course
- Either P2P or Expenses courses

These office hours are held both virtually and in-person throughout the month of November. Please visit [Sprout](#) to check them out and to sign up.

## ROAD-TRIP TRAINING SERIES: MICROSOFT OUTLOOK

PRESENTED BY IT SEMINARS

Information Technology continues to offer trainings on the functionality of Microsoft Outlook to help improve your day-to-day work.

These training are intended for faculty/staff who have a basic understanding of Microsoft Office 365 applications for Windows PCs and need to know how to use Microsoft Outlook as an email client to organize, customize, and manage email communications, contacts, and tasks.

Version note: These trainings are split up based on Windows or MacOS. Please make sure to sign up for the correct training(s) that correspond with your operating system. The training will briefly highlight the discrepancies in the user interface between the desktop client and online web application (OWA).

The training offerings are:

- Outlook Calendar Tips & Tricks (Windows)
- Outlook Basics for MacOS (Part 1 and 2)
- Microsoft Bookings Essentials (Pit-Stop Workshop)

These trainings are held both virtually and in-person throughout November. Please visit [Sprout](#) to check them out and to sign up.



# WORKSHOPS

## UNDERSTANDING TITLE IX & THE CIVIL RIGHTS PROCESS AT GVSU

PRESENTED BY INCLUSION AND EQUITY

Participants will be given an overview of the Title IX and Civil Rights processes here at GVSU. Attendees will gain an understanding of what types of issues our office handles, what happens once a report is made and what options they have for resolution. We will explore the reporting, response and resolution process through case studies, guided discussions and multimedia presentations. This session is aimed to address misconceptions about the Title IX and Civil Rights process and to equip attendees with an understanding of what they can expect once a report is filed with our office.

Learning Outcomes - Participants will be able to:

- Understand the types of incidents that the Office of Civil Rights and Title IX handles
- Understand what happens once a report is made and the agency of the impacted party
- Understand options for formal and informal resolution of a complaint

Presenters:

- Stacy Piasecki (she/her)
- MJ Creutz (she/her)

Thursday, November 9 · 12:00PM - 1:30PM · KC 2270

## EQUITY & SUSTAINABILITY: WHAT'S THE CONNECTION

PRESENTED BY INCLUSION AND EQUITY

This introductory workshop will explore the deep connections between equity and sustainability. Social equity is related to the distribution of resources - clean and healthy waters, air, natural spaces, and more. Participants will discuss ways to center social equity within sustainable practices and will learn about opportunities to support this work.



Learning Outcomes - Participants will be able to:

- Deepen their understanding of the connection between equity and sustainability.
- Leave more prepared to discuss and engage in ways to advance equity and sustainability in practice.

Presenters:

- Dr. Yumiko Jakobcic (she/her)

Wednesday, November 15 · 10:00AM - 11:30AM · KC 2259





# WORKSHOPS

## LGBTQ FOUNDATIONS, LEVEL 3: PRIVILEGE, POWER, AND OPPRESSION

PRESENTED BY INCLUSION AND EQUITY

In the combined "Addressing Bias, Stereotypes, and Intersectionality" session, participants will delve into the complexities of bias and stereotypes that impact LGBTQIA+ individuals. Through insightful discussions, real-life case studies, and interactive exercises, attendees will uncover unconscious biases and learn strategies to counter them. Additionally, the session highlights the interplay between various social identities, shedding light on how factors such as race, ethnicity, and socioeconomic status intersect with LGBTQIA+ experiences. By deepening their understanding of intersectionality and promoting social justice, participants will be better equipped to foster genuine inclusivity and equality within their communities.

Learning Outcomes - Participants will be able to:

- **Recognize Intersectional Dynamics:** Participants will develop the ability to recognize and understand the interconnected systems of privilege, power, and oppression that impact LGBTQIA+ individuals, considering factors such as race, gender, socioeconomic status, and more.
- **Analyze Personal Privilege:** Attendees will engage in self-reflection to identify their own privileges and biases, fostering a deeper awareness of how their identities may influence their perspectives and interactions with marginalized communities.
- **Understand Systemic Impact:** Through case studies and interactive discussions, participants will grasp how systemic structures contribute to the oppression of certain LGBTQIA+ identities and the ways in which societal norms perpetuate inequalities.
- **Empathize and Allyship:** By the end of the session, attendees will be able to apply their understanding of privilege and oppression to empathetically support marginalized individuals and serve as allies, advocating for meaningful change and dismantling systemic inequalities.
- **Facilitate Inclusive Spaces:** Participants will gain skills to facilitate conversations that address privilege, power, and oppression, creating environments where open dialogue encourages critical thinking and promotes inclusivity for all members of the LGBTQIA+ community.

Presenters:

- DL McKinney (they/them)

Thursday, November 16 · 12:00PM - 1:30PM · Virtual



# WORKSHOPS

## EMAIL COMMUNICATION STYLES ACROSS CULTURES

PRESENTED BY INCLUSION AND EQUITY

Participants will look through the lens of culture to help advance their ability to communicate more effectively across culture, and in this case, by email! We will apply several cultural models/ theories and use them to understand where we might make improvements when we are using a written form of communication.

We will begin with a warm-up discussion, followed by examples of e-mail miscommunication. The presenters will share information on low-context vs. high-context cultures, equality and hierarchy, and direct vs. indirect communication styles. Attendees will engage in a break out session where they will read various e-mail scenarios and discuss the role of core cultural values.

Learning Outcomes - Participants will be able to:

- Gain a greater awareness of the role of cultural values in their written communication.
- Learn to consider core cultural values when communicating with others.
- Receive e-mail communication tips to help avoid miscommunication.

Presenters:

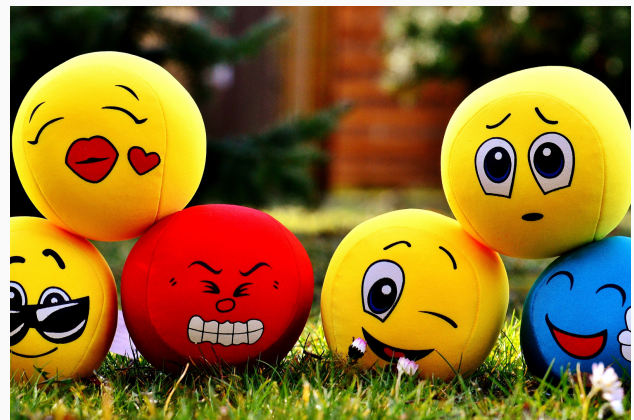
- Rachel Salinas (she/her)
- Chris Hendree (he/him)

Tuesday, November 28 · 9:30AM - 11:00AM · Virtual

## ENGAGING IN DEEP DIALOGUE 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 - Participants will be able to:

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

Presenters:

- Annie Bélanger (she/her)
- Lisa M. Perhamus (she/her)

Tuesday, November 28 · 2:00PM - 4:30PM · KC 2259



# BENEFITS & WELLNESS

## WELLBEATS THROUGH THE HOLIDAYS BY HUMAN RESOURCES

The Wellbeats featured November program is “stress and resilience,” which is perfect for the upcoming holiday season!

Celebrate the holidays without losing track of your health and wellbeing goals.



**Healthy  
for the  
Holidays**

Join the [Wellbeats](#) Wellness 14-day Healthy Holiday Program designed to cope with holiday stress and help you feel your best during the holidays. Includes a day-by-day schedule of classes such as health holiday-approved recipes, mindful eating and hydration tips, gratitude meditations, and quick workouts.

## OPEN ENROLLMENT REMAINS OPEN UNTIL NOVEMBER 8!

BY HUMAN RESOURCES

The 2024 annual Open Enrollment period will close Wednesday, November 8 at 5 p.m. With our upcoming transition from eBenefits to Workday effective January 1, we strongly encourage all GVSU faculty and staff to complete your 2024 Open Enrollment, even if you are not planning to make any changes to your benefit elections. Completing your open enrollment will ensure that your beneficiary, dependent, and personal information is up-to-date and accurate and will transition into your Workday profile on January 1.

### 2024 Changes

- Review [faculty and staff per-pay-period premium contribution changes](#)
- Flexible Spending Account (FSA) contribution limits are increasing to \$3,200.
- Health Savings Account (HSA) contribution limits are increasing to \$4,150 for single, and \$8,300 for dual and family.

### 2025 Changes

- Please refer to the [Annual Benefits Update](#) that was distributed in April 2023.
- The High Deductible Health Plan (HDHP) deductible will be increasing to \$2,250 for single coverage and \$4,500 for dual and family coverage. The total max out-of-pocket charges will be \$2,500 for single coverage and \$5,000 for dual and family coverage.



# CAMPUS NEWS

## 2023 TEACH-IN BY INCLUSION AND EQUITY

As a University, we want to promote lifelong learning and development among our faculty and staff, especially opportunities that strengthen knowledge, skills and abilities related to our inclusion and equity commitments. This is key to working toward our Reach Higher 2025 pillar of educational equity.



As such, we want to personally invite you to the [GVSU Teach-In: Power, Privilege and Difficult Dialogues](#). This dynamic and accessible learning space has become tradition on campus, and this year marks the 11th anniversary since its launch! The 2023 Teach-In is on November 8 and 9 with in-person and virtual options. Each day has multiple sessions and most are co-led by students – which offers an important opportunity to hear their voices as we seek to become a student-ready university that prioritizes their success.”

## DETROIT SPORTS WEEK BY ALUMNI RELATIONS

Detroit Sports Week is happening in January and now's the perfect time to plan ahead. Special GVSU discounts and swag are offered to Lions, Pistons, and Red Wings games.

Sunday, January 7 at Ford Field

- Lions vs. Vikings · 1:00PM
- Tickets: \$199
- Tickets available in a GVSU group section and include a complimentary Lions logo hat.

Wednesday, January 10 at LCA

- Pistons vs. Spurs · 7:00PM
- Tickets: \$33-\$135
- Special GVSU discount with multiple seating options. For each ticket sold under this package, the Pistons will donate \$5 to the GVSU Scholarship Fund.
- Each ticket includes an exclusive co-branded Lakers and Pistons shirt! While supplies last.

Thursday, January 11 at LCA

- Red Wings vs. Oilers · 7:00PM
- Tickets: \$55-\$85
- Special GVSU discount with multiple seating options. For each ticket sold under this package, the Red Wings will donate \$5 to the GVSU Scholarship Fund.
- Each ticket includes an exclusive co-branded Lakers and Red Wings jersey! While supplies last.

For more information, visit the [Detroit Sports Week website](#).



# CAMPUS NEWS

## CAMPUS MENTAL HEALTH SCREENINGS BY GVSU COUNSELING CENTER

In our continued efforts to support the health and safety of our campus community, the University Counseling Center will be hosting four campus-wide mental health screenings during the Fall and Winter semesters. We encourage you to mark your calendars and share this news with students via email or Blackboard, or in your classroom or workspace.

### Details:

- Anyone who takes part in the screening will have a chance to meet with a counselor, on-the-spot, to discuss their results. These results are kept confidential.
- Free gifts, including lip balms, pens, and aromatherapy putty, will be provided to those who participate.
- If students are not on campus the days of the screenings, they can participate anytime by accessing the University Counseling Center's online screening tool or visiting the mental health screening kiosks in Kirkhof and DeVos.

### Dates:

- Thursday, November 16, 2023
- Thursday, February 22, 2024
- Thursday, March 28, 2024

### Times and Locations:

- Allendale Campus
  - Kirkhof Main Lobby – 10:00am - 4:00pm
  - Campus Recreation Center – 1:00pm - 5:00pm
- Pew Campus
  - Center for Health Science – 9:00am - 1:00pm
  - Seidman Center – 11:00am - 3:00pm

## 2023 GVSU FACULTY & STAFF UNITED WAY CAMPUS CAMPAIGN

BY CAMERON JONES



### Heart of West Michigan United Way

The annual faculty and staff campaign for United Way remains an important Grand Valley tradition. This partnership has endured for 30+ years, resulting in more than \$2.3 million invested in focus areas like family stability and youth education. I hope you will join us in supporting the United Way's work this year as well. Why give?

- Recent research on poverty in our community reveals that 35% of Kent County families struggle to meet their basic needs.
- The money raised through this campaign stays in our community, funding dozens of programs at more than 40 local nonprofits.
- The Heart of West Michigan United Way maintains a four-star top rating on Charity Navigator for financial accountability and community connection.

Watch for a kickoff email for this year's United Way campaign, then visit [gvsu.edu/communityimpact](https://gvsu.edu/communityimpact) to make a one-time donation or set up a payroll deduction. You may contact Cameron Jones at [jonesca2@gvsu.edu](mailto:jonesca2@gvsu.edu) with any questions or to get involved. Thank you for Living United!



# CAMPUS NEWS

## MOM NETWORK BY HUMAN RESOURCES

The GVSU Mom Network is a warm and inclusive community for moms from all walks of life. Our monthly gatherings provide a precious opportunity for you to take off your professional hat and connect with other moms who understand the unique joys and challenges of balancing work and family life. We can't wait to meet you and embark on this wonderful journey of motherhood together. Learn more about the [Mom Network](#).

Visit [Sprout](#) for more information and to register.

Wednesday, November 8 · 12:00PM - 1:00PM  
· Location TBD

## SANDWICH GENERATION NETWORK BY HUMAN RESOURCES

The "sandwich generation" can be defined as a generation of caregivers who are responsible for caring for multiple generations, often their own children and aging parents. If you are a part of this generation, you're not alone. Meet with the Sandwich Generation Network to connect with fellow GVSU faculty and staff members about your unique experiences and share resources.

Visit [Sprout](#) for more information and to register.

Thursday, November 16 · 12:00PM - 1:00PM · Virtual

## LAKER OPEN HOUSE BY HUMAN RESOURCES



The Admissions and Recruitment Office is hosting our 3rd and final Laker Open House on Saturday, November 4th. Also, along with the GVSU Honors College, we are hosting our first Signature Saturday event in collaboration with Honors on Saturday, November 18th.



## 2023-2024 EXECUTIVE BOARD

### PRESIDENT

TAMI JOHN

### VICE-PRESIDENT

BRIAN DENUYL

### CHIEF ALLIANCE STEWARD

RHONDA LEMIEUX

### BUSINESS & FINANCE DIRECTOR

BARB BLANKEMEIER

### COMMUNICATIONS DIRECTOR

MEGAN KOEMAN-EDING

### MEMBERSHIP DIRECTOR

RAYSHENA WILSON

### SECRETARY

MICHELLE HOLSTEGE

## BUILDING REPRESENTATIVES

### CHERYL BRONNER

STU 1ST FLOOR

### BARB ELLIS

KHS & LMP, STU 2ND & 3RD FLOORS

### SHELBY HARRISON

EC, IDC, KEN

### KATE KNOPP

FH

### VICKI WENGER

LOH, NMH

### TINA LEE

BIK, CEC, DEV 3RD-5TH FLOORS, SCB

### DEMARCUS TURNBOUGH

MAK, MAN

### RAYSHENA WILSON

DEP, DEV 1ST & 2ND FLOORS

### JENNA STEHOUSER

CAC, KC

### IRINA GROUGAN

TC REGIONAL CENTER, HOLLAND, MUSKOGON

### KATIE HAYNES

HHLC, HRY, LIB, PAD

### TRACY LONDON

CON, HON, JHZ, LMH

### JANICE AUSSICKER

CHS, DCIH, RFH

### MARISA VREDEVOOGD

ASH, AGS, LHH, LSH, PAC

### BRIAN DENUYL

AH, CUB, SER

NOVEMBER 22-24 - THANKSGIVING BREAK (UNIVERSITY CLOSED)

### BIRTHDAYS

5TH - LOLITA SALINDONG

7TH - JO ANN BOON-SHELTON

19TH - SUE PALAZZOLO

22ND - ERICKA ORDUNA RIVERA

22ND - RHONDA LEMIEUX

28TH - TAMMY TABOR

### GVSU ANNIVERSARY

3RD - CARRIE SHOUP

6TH - AMANDA READER

7TH - SUE PALAZZOLO

11TH - SHAWN EVANS

14TH - RONDA HUSTER

### WEDDING ANNIVERSARY

26TH - RAFAEL JUAREZ-YUEN (7 YRS)



SHARE YOUR HOLIDAY RECIPES, TRADITIONS OR PICS OF YOUR THANKSGIVING SPREAD FOR THE DECEMBER NEWSLETTER! EMAIL MEGAN BY 5PM ON MONDAY, NOVEMBER 27

THIS NEWSLETTER IS PUBLISHED MONTHLY. FOR SUBMISSION INFORMATION, CONTACT MEGAN KOEMAN-EDING AT EDINGME@GVSU.EDU.