

APSS Meeting
September 11, 2025
Zoom Mtg (or in person) 1203 SERVICE BLDG.
12:00 p.m.
Minutes

- I. Call meeting to order 12:02 p.m.
- II. Roll Call – L Dettling, Ash Godin, Tracy London, Rayshena Wilson, Katie Haynes, Tami John, Brian DenUyl, Michelle Holstege, Denise Gross, Nicole Brower, Barb Ellis, Marisa Vredevoogd, Jenna Bench, Irina Grougan, Cheryl Bronner, Cheryl Kotecki, Treena Gilbert, Kelli Dykstra
- III. Approval of July meeting minutes – 1 correction under Membership A, add the word dues. Motion to approve with correction, Motion carried.
- IV. Presidents Report
 - a. Met with HRG’s regarding the new vacancies process in the contract. Brought up concerns regarding past practices. The meeting went well.
 - b. Thank you to all that attended the Ratification meetings. Thank you for the feedback and voting.
- V. Vice President Report
 - a. Anticipating job reclassifications now that the contract has been approved. Clarification on if a member asked for the reclassification paperwork. According to the new contract, the manager/AO will be notified regarding the reclassification process. The biggest change is now the language is more concise that the manager and AO are not required to submit a request, they are notified, but do not have approval.
 - b. HR did create manager training, and it is addressed in manager training.
- VI. Business and Financial Report
 - a. Written report presented for July & August
 - i. Additional bargaining items and liability payments
 - ii. August had our annual Canva subscription.
 - iii. Information has been sent to our accountant; goal is to have it returned to us by October meeting.
 - b. July financials approved on August 16 by T John
 - c. August financials approved on September 9 by T John
 - d. Motion to approve the July report – motion carried.
 - e. Motion to approve August report, motion carried.
- VII. Membership Report
 - a. Written report received for July and August, there were a couple updates to classifications.

- b. Sent out a few building rep notifications regarding members, a few missing, were to moves based on construction. Will update the building reps with the updated information.
- c. Is there a stipulation on membership time? Can they add/drop anytime?
- d. Motion to approve the July report, motion carried.
- e. Motion to approve the August report, motion carried.

VIII. Communications Report

- a. Newsletter was out this week.

IX. Member Relations Report

- a. Very busy, met with HRG's regarding new contract.
- b. Meeting with members regarding new contract.

X. Building Representative Reports

- a. Had a member apply for multiple C4 positions, and they have been told interview better. This will change with the internal only process, members are also encouraged to seek out the information by Union leadership. Suggestion for the Career Services office would be good to present at the luncheon.
- b. Discussion of number of PSS positions for a department, and if a PSS position was moved to AP, does it move to another department? Is there a constant number of PSS positions at the university? Discussions regarding the potential scenarios, is the position needed elsewhere in the department. Any position being moved to AP, or any other change with a PSS role, HR will have a discussion with Union leadership regarding this process.
- c. Member asked of the ability to give infographics and not just auditory. Even from today what has discussed a workflow graphic on reclassification. Some members need a visual in addition to auditory and language.
- d. Salary continuation – ESTA, clarification, on how that works. The new contract language does address excessive use of salary continuation. Use the notes section to address what the sick was for. How does the process work?

XI. New Business

- a. APSS Luncheon save the date has been in the newsletter. October 16 Valley Campus, Denise and Rayshena are coordinating. Career Center will be requested to present on interviewing. Registration forms will be created shortly, which will also include volunteer opportunities.
 - i. Are we doing gift cards? If yes – we need to order them ASAP, Meijer gives us a discount, Amazon does not.
 - ii. Rayshena will get the numbers to Katie on numbers. We have almost 300 members.
 - iii. The people that were not able to attend were very appreciative of receiving a gift card.

- b. New staff orientation is next week, currently Ash is the only one registered to table. Denise is planning to attend. Kelli will forward the calendar invite to Ash and Denise.

Meeting adjourned at 12:53 p.m.