

APSS Meeting
November 13, 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 - Denise Gross, Rayshena Wilson, Tracy London, Vicki Wenger, Rhonda LeMieux, Katie Haynes, Tami John, Michelle Holstege, Brian DenUyl, Treena Gilbert, L Dettling, Barb Ellis, Irina Grougan, Kate Knopp, Jenna Bench, Nicole Brower, Cheryl Kotecki
- III. Approval of October meeting minutes
 - a. Written minutes received – no discussion. Motion to approve DG, motion seconded RL, motion carried.
- IV. Presidents Report
 - a. Finally received reports from HRO. Tami will send the new seniority report to Rayshena after this meeting. It will update the correct locations etc. to clear up our membership roll.
 - b. The Salary Continuation report was very long, according to the new contract, there will be some conversations starting, it is contractual and will start soon. Meeting with HRO this afternoon to discuss the process. IG – when does the count start for SC – the entire contract year is what is being reviewed. Discussed the “format” of the report to help them identify a pattern. HR will also discuss it with your manager, to make sure that it was approved (i.e. you had minor surgery etc.). What is new is the misuse of salary continuation, the reporting was already completed.
 - c. Orientation for new staff is tomorrow – thank you Tracy for helping, Marisa will grab the supplies, for the orientation.
 - d. AI Navigation group – an email was sent if you would like to participate in the group. All the committees have been formed, and the workshops will be out in January. IT Services is also looking to do some training for our members. I would like feedback on what the PSS needs would be. The PSS Development Committee would like to partner with the APSS Union to survey the members on their needs. Linked IT and Development Committee together, anyone looking for training.
- V. Vice President Report
 - a. Calendars are in! The best way to distribute would be to send them to the Building Reps. HR and Payroll put the calendar up last week and we were able to get this accomplished in a week. They will be sent intercampus to the City Campus
 - b. Inundated with reclassifications. Members are utilizing the appeal process by the joint review committee in the contract. Good to see that members are using the

steps available to them. If the joint review committee cannot come to a consensus, then HR will make the final decision.

VI. Business and Financial Report

- a. Written report received, need to reapprove the September report, accounting back dated the ratification catering to September. The October report paid for the bargaining team's work, and the luncheon.
- b. Reports were approved on November 11.
- c. Motion to reapprove the September report -JB, seconded by IG motion carried.
- d. Motion to approve the October report as written, CK, BE seconded motion carried.

VII. Membership Report

- a. Written report received. If you see any changes that need to occur, please notify Rayshena. PSS staff in Detroit – how did you determine she was RTW? After a certain time, post probation period ending, they move to RTW. IG discussed with the staff members and will reach out again. HR does not provide information to the union.
- b. Good news – the numbers for members this year compared to last year at this time – we were at 286 voting members we are at 298 now. We have more positions being added back into the university. Which is good news for our employee group. We would like to break 300 again!
- c. Motion to approve the report as written, MH, seconded by KH, motion carried.

VIII. Communications Report

- a. Used EMMA to send the newsletter, which went very well. Will continue to use that system.

IX. Member Relations Report

- a. Meeting with HR will be meeting to discuss reclassification appeals.
- b. Met with members with luncheon concerns. They felt unsettled and didn't care for the presentation focus on the job market, thought it was related to the budget cuts. They were reassured that the intent was professional development. It was also information we could share with our student workers as well, RL shared and that students have benefited from those tricks. They felt the luncheon was different than previous years, also regarding the stipend. They would like more celebratory. Also reminded this is more of a union meeting as required by our by-laws.

X. Building Representative Reports

- a. LD – do probationary members receive calendars – Yes, they are able to receive a calendar.

XI. Old Business

- a. Luncheon – the bills have been paid to date can close that out for the year. Have we received all the invoices? Per RW we have them all, we came in under budget.

Last year we spent 16K, we are under 13K this year. It is based off the RSVP numbers and food count. This year we had 175, last year we had 215.

- b. CK still has 3 gift cards not picked up yet, IG, and CK have not received their gift cards. Some of the confusion was that if a building rep is represented by another person, then it was given to the person who represents them. NB – we need to potentially rework the process to give the building reps the correct information. Great way to connect with members was having them go to the rep to get their card. (NB) Need to have those in alphabetical order next year would also be helpful. (CK).
- c. What is your thought of heavy appetizers instead of a luncheon?
- d. If you are missing a gift card, or members missing, please send an email to KH and copy TJ.

XII. New Business

Meeting adjourned at 12:57 p.m.