
January/February 2011

The APA

NEWSLETTER

The Official Newsletter for the Administrative Professional Association of MSU
MSU Administrative-Professional Association MEA/NEA/1480 Kendale Blvd, Suite 300/East Lansing MI 48823/(517) 353-4898

EBS is Here!!!

Learn more about this new system.

Several major components of the new Enterprise Business Systems Projects have been launched. One of these components is a new HR/Payroll system that was rolled out on December 28, 2010.

The new HR/Payroll System will change many of the processes and procedures (but not policies) that MSU uses related to personnel and payroll transactions. To learn more about how the transition to the new HR/Payroll system may impact you, go to <http://www.hr.msu.edu/>. You will also find information related to vacation and sick account accruals, overtime calculations, absence reporting and other related items.

APA Receives Training Grant

Second year in a row!

by Maury Koffman

President/Chairperson, MSU APA

In early fall of 2010, the APA continued its efforts to seek grant funding of local APA membership engagement events. To date, the APA has been the recipient of a \$1500 grant from the MEA's Building Full Capacity Locals program to assist with leadership development training. Those funds were expended at the end of October to provide training to the APA Executive Board which resulted with an internal APA strategic plan.

This plan has been reviewed by the APA Executive Board and efforts are underway to implement improvements to current aspects of the APA including the launch of a new digital APA Newsletter, recruitment and training of APA Area Representatives, as well as multiple planned events for membership engagement.

Also, the APA has been part of the National Council of Urban Educations Associations (NCUEA) for the past couple years. NCUEA is a subgroup of our National Education Association comprised of the largest 200 local

bargaining units, based on membership numbers, across the nation. Part of the benefit of membership is eligibility to apply for a \$5000 grant. Each year, NCUEA funds up to 25 grants for \$5000.

This year, the APA submitted a grant application to assist in costs associated with operation of the APA Lunch & Learn sessions, monthly new member orientations, and surveying our membership to better serve the needs. At the beginning of December 2010, the APA was informed that more than 50 applications were submitted and 19 grant applications would be awarded. The APA was pleased to be included as one of the 19 awarded applications and will receive the grant money in early 2011.

MSU APA was also a past recipient of this grant, receiving funds in early 2010 for the current year's outreach activities.

Our New Political Landscape

Legislative Report

by Leo Sell

Legislative Committee Chairperson, MSU APA



I'll forgo providing one more "political analysis" following the November 2010 elections and instead focus on the new landscape and the new relationships that will be necessitated. Here are a number of pertinent facts:

- In the Michigan Senate, 29 (of 38 total) members are new to the chamber. There were only 9 incumbents who chose to or were able

(due to term limits) run for re-election and all of those were elected.

- The party make-up of the Senate is 26 to 12, Republican to Democrat.
- Despite the large number of new senators, this chamber is considered the more “experienced” due to Michigan House members who moved from that chamber.
- In the Michigan House of Representatives, we have 61 (of 100 total) new members. With term limits, only 58 incumbents were able to run for re-election, with 49 winning. The partisan split in the House is 63 to 47, Republican to Democrat.
- Michigan also has elected a new Republican Governor – Rick Snyder and the political analysts consider the Michigan Supreme Court to be firmly Republican in make-up as well.
- Every facet of political office in Michigan is controlled by a single party.

Stop and think about this for a moment. There is a vast degree of inexperience coming into the legislature, a new governor, and a 2012 budget shaping up to be several billion dollars in deficit. Add to that the fact that much of the budget is non-discretionary (prisons, Medicaid, k-12 school-aid formula) and that aid to state higher education institutions is entirely discretionary.

As public employees, we are viewed as dispensable.

The MEA lobbying staff has been actively engaging legislators, whether experienced or new. However, their efforts can be more effective by our contacting our legislators as constituents. It is in our interest as public employees to have proper funding of the budget that is based on revenue solutions.

Find out more about pro-education lobbying browse www.meavotes.org. For more information on NEA efforts, see educationvotes.nea.org.

Introducing Mary A. Henson

Our New MEA Staff Person (UniServ Director)



Due to its continued growth as a bargaining unit within the MEA, MSU APA was recently assigned an added

staff person, Mary Henson. Mary will split her time between MSU and LCC to continue to bring service our unionized workforce. Mary will also be key in expanding the APA internal organizing efforts like the “Lunch & Learn” initiative as well as “New Member Orientations” and our newly developed Area Representative program.

Mary began her ‘union’ trek with the UAW while working for General Motors as a secretary during her summers off from college. She began with MEA in 1981 where she worked in field offices but primarily in Detroit at the Detroit Organizing Project, later named the Great Cities Project. During these years she worked as an organizer, coordinator of the Homework Hotline for DPS students, and liaison for the Detroit Literacy Coalition.

In 1997 she left the great state of Michigan to work for the Ohio Education Association (OEA) as a Labor Relations Consultant, i.e. UniServ Director. Working with thirteen locals ranging from 19 to 350 members, Mary fought hard and long to negotiate equitable contracts for the OEA. She worked with local leadership in establishing new member meetings/trainings and insuring that members’ rights were upheld.

In 2001, Mary returned to the MEA as a Professional Development/Human Rights (PD/HR) Consultant. She turned her advocacy skills towards professional quality issues for all education professionals. Not only did she work with representatives from other state agencies/organizations in advocating on behalf of MEA members but, she also provided many local associations with internal assistance and training. She has developed and presented on many topics, such as dealing with difficult people, education ethics, professional development, team development, merit pay, cultural competency, and diversity, just to name a few.

“I am very excited about, and look forward to, working with MSU APA and LCC,” states Mary. “Advocacy comes in many forms (traditional and professional quality issues) and it is my goal to use my 29 years of experience to continue moving forward in addressing higher education issues.”

Know Your Contract!

Article 26: Maternity Leave



-205 Initially, the employee must submit a letter from a physician giving the projected delivery date. The Office

of Human Resource Services will not require further medical documentation covering absences for a pregnancy when they occur within a period of four weeks before the projected delivery date and eight weeks following the delivery date. Beyond these periods, a statement will be required from the employee's physician stating the reasons for the requested leave extension. Leaves associated with pregnancy may be either with or without pay, depending on the accumulated sick leave or vacation leave.

The employee will also need to contact the FMLA office at MSU to coordinate the leave time taken. As of January 1, all FMLA requests will be processed through the FMLA office, located in MSU Benefits. Go to <http://www.hr.msu.edu/timoffleave/supportstaff/FMLAreqLeave.htm> to learn more about the policy or call (517)353-4434 or (800)353-4434

APA Survey Results

Take a look at what we are thinking...

Recently, utilizing an online SurveyMonkey.com survey, APA members were asked to provide input on the operation of the union. More than 200 members took the time to respond. Several observations can be gleaned from the results.

- Nearly 65% of the respondents indicated they read the bi-monthly APA Newsletter in the past six months
- A majority of the respondents indicated they would like to see articles in the APA Newsletter regarding contract issues and bargaining updates
- More than 80% of the respondents stated that email is the best way to communicate with them
- One-third of the respondents indicated they attended an APA "Lunch and Learn" in the past year and a majority of those who responded stated they would like the APA to hold a forum on APA/MEA/NEA membership advantage and MEA/NEA member benefits

The APA executive board appreciates the time taken by members to provide feedback and has reviewed the results in an effort to better serve the general membership.

Market Report

From StraightLine

by Brad Clugston, AIF®
Regional Director

It can be difficult to accept that every market cycle has fits and starts. They do however, and the recent news about the European debt crisis has again raised fears that, while possible, most likely won't derail the recovery we have in place.

As StraightLine has maintained for quite some time, this isn't a situation where we will see a straight rise to impressive heights. We expect to encounter difficult issues such as European debt, inflation fears, housing stagnation, jobless claims, etc., but there are very positive points that we believe will overshadow the concerns mentioned above. In regard to the European debt issue, the EU and IMF have worked hard to assist those countries in need of help, and every indication is that they will continue to do so. The PIIGS (Portugal, Italy, Ireland, Greece and Spain) are far from out of the woods, in terms of their debt troubles, but a combined effort will be made and the positive view is that they will be able to fix their balance sheets.

Here are some additional questions that we have recently received from our clients at MSU – you might find the answers interesting:

What does the recent election mean to the market – near term?

The past few years have been characterized by President Obama implementing a significant part of his agenda. The next few years will be a battle between the Democrats trying to preserve them, and the Republicans trying to reverse them. The new composition will override any veto, so it appears to be gridlock. Gridlock historically has been favorable for the stock market.

I keep hearing the term quantitative easing (QE); what is it and what does it do?

It is a monetary policy used to add liquidity and promote spending. Basically, it is a way for the Federal Reserve to add more money to the economy once rates can no longer be lowered. The Fed buys government securities adding to the money supply; in theory that new money will be used by institutions for lending, thus increasing economic activity. The latest round of QE should benefit the market in coming months.

APA Executive Board**PRESIDENT/CHAIRPERSON**

Maury Koffman
1480 Kendale Blvd, Ste. 300
East Lansing MI 48823
353-4898
koffman@msu.edu

VICE PRESIDENT/VICE CHAIRPERSON

Cynthia Schneider
1480 Kendale Blvd, Ste. 300
East Lansing MI 48823
353-4898
cschneider@mea.org

TREASURER

Sean Leahy
Virtual University
101 Wills House
432-0711
leahysea@msu.edu

SECRETARY

Rachel Zakhem
ATS, Acad. Tech. Serv.
110 Computer Center
432-5367
rz@msu.edu

Nick Bourland
Civil & Environmental Engineering/
Natl' Center Pavement Preservation
2857 Jolly Road (Okemos)
432-8220
bourlan2@msu.edu

Jean Chisnell
Radiation Chem/Bio Safety
C124 Engr Rsch Complex
355-6734
jchisnel@msu.edu

Ramiro Gonzales
Counseling Center
355-8270
ramirog@cc.msu.edu

Vivian Leung
University Development
Eli Broad College of Bus.
505 N. Business Complex
355-8504
leungv@msu.edu

Deb Porter
Inst. Water Research
101 Manly Miles Bldg
353-5575
porterd@msu.edu

Leo Sell
404G Computer Center
432-0186
lsell@msu.edu

Vikki Tormala
Univ. Physician Office/351 Olin
353-9137
tormala@msu.edu

UNISERV DIRECTOR(S)

Melissa Sortman
1480 Kendale Blvd, Ste. 300
East Lansing MI 48823
353-4898
msortman@mea.org

Mary Henson
1480 Kendale Blvd, Ste. 300
East Lansing MI 48823
353-4898
mhenson@mea.org

MEA SEC'Y/ASSOCIATE (MEMBERSHIP)

Monica Graham
1480 Kendale Blvd, Ste. 300
East Lansing MI 48823
353-4898
mgraham@mea.org

WEBSITE:

<http://www.msuapa.org/>

**Executive Board meetings are normally held on the second Tuesday of each month commencing at 2:00 p.m. in the APA office located at 1480 Kendale, Suite 300, East Lansing. Visiting members should call in advance to verify the time and place.*

MSU Administrative-Professional Association MEA/NEA
1480 Kendale Blvd, Suite 300
East Lansing MI 48823