



August/September 2008

President's Message

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Presidents Message

The 2007-08 IAAP year sped by—full speed, full throttle. For me, it has been the ride of my life—and an unparalleled honor to serve as your Division President. I look forward to seeing all of you at future IAAP events as we continue our journey—toward success...toward excellence!

Yours in service,
Karen Kohn CPS/CAP
2007-08 Michigan Division President

The 2008-09 IAAP year is just getting started. The new and exciting “Pathways to Excellence” program will be a challenge, but it is an attainable one. Learning the criteria and staying focused on it will help each one of you to achieve the status of Excellence. On behalf of your Division Board, I wish you all the best in the coming year.

Yours in service,
Diana Kengel CPS/CAP
2008-09 Michigan Division President

Michigan Division Annual Meeting (MDAM) and Education Forum 2008

Congratulations to your new board members!

- President - Diana Kengel CPS/CAP
- President Elect - Heather Thomas CAP
- Vice President - Marie Ouzoonian CPS/CAP
- Communications Secretary - Ann Henkel
- Recording Secretary - Ruth Sorensen
- Treasurer - Marcia Barrette-Rushton CPS/CAP

Your Division Board wants to assist you in any way we can so to find out who your Board Contact is click [here](#).

The revised Bylaws and Standing Rules and the results of the proposed amendments are posted [here](#).

In accordance with the Bylaws and Standing Rules, the 2008-09 Budget, the 2008-09 designated categories for the Division Awards, and the 2007-08 Audit Report have been posted [here](#).

International Convention and Education Forum 2008

Congratulations to several Michigan Division Members who were elected to the International Board as follows:

President Elect - Susan Shamali CPS/CAP, Grand Rapids Chapter

Secretary - Janine Riemersma CPS/CAP, Sandy Shores Chapter

Great Lakes District Director - Sam Gill III CPS, Tri-County Chapter

Trustee of the Retirement Trust Foundation - Kelly Reggio CAP, Kalamazoo Chapter

Retirement Trust Foundation Committee, Great Lakes District Appointee - Karen Kohn CPS/CAP, Oakland County Chapter

New business was introduced with two motions from the floor: a motion to define misconduct as applied to any IAAP officer at any level of the association - passed; a second motion was that all chapters of IAAP be given online membership registration capability with implementation no later than January 1, 2009 - passed.

Let's "Make Michigan Shine in 2009" by Attending the International Convention and Education Forum to be held in Minneapolis, MN on July 26-29, 2009

A fun-filled and inexpensive transportation way to attend the convention is via a 4-hour ride across Lake Michigan on the historic SS Badger followed by charter bus once we've docked in Manitowoc, WI, with reversing the process once the convention is completed. The Sandy Shores chapter is currently coordination this trip and your input is needed in order to firm up the plan and make this one really fun-filled excursion. Please take a minute to participate in this very short [survey](#). The deadline to give your feedback is September 6. If you have any questions, please contact Linda Ray at this link [here](#).

International President Barb Horton CAP is starting a monthly book club. If you like to read you will want to click on the following link from your International President to find out the title of the first book of the month click [here](#).

Pathways to Excellence

The IAAP Pathways to Excellence Recognition Program is designed to raise your value as a career-minded administrative professional by becoming a Member of Excellence, a Chapter of Excellence and a Division of Excellence. The program is based on ten principles. Click on each to learn more:

[Certification](#)

[Commitment](#)

[Communication](#)

[Education and Training](#)

[Fiscal Responsibility](#)

[Leadership Development and Roles](#)

[Marketing, Research, and Community Outreach](#)

[Programs and Participation](#)

[Recruitment and Retention](#)

[Strategic Planning](#)

You can participate in the program in three ways. Click each title to learn more.

[Chapter of Excellence](#)

[Member of Excellence](#)

[Division of Excellence](#)

If you are interested in attending a chapter meeting when the Pathways to Excellence Program is being presented, below is a list of chapters and the date that it is being presented.

Macomb Chapter - September 10, 2008
Oakland County Chapter - September 16, 2008
Sandy Shroes Chapter - September 17, 2008

International's **GROWTH RECOGNITION PROGRAMS** are still offered this year! The familiar membership recruitment incentives are still being offered this year, in addition to the Pathways to Excellence program. Details can be found in the member's only area of the International website click [here](#): Happy recruiting!

In keeping in line with the Pathways of Excellence program, **additional criteria have been included** in the Michigan Division **Star Performer** award. Take a moment to check out [MD Members only page](#) to view the new guidelines for nominating a member for the award.

Michigan Division Education Workshop - Registration Deadline September 6

Don't forget to register for the Michigan Division Education Workshop on September 20, 2008. Learn about Succession Planning, Strategic Planning and have some fun with some Team Building Skills! Participation by your chapter board members and committee chairs at MDEW meets criteria #9 for the Chapter of Excellence award. [Click here to register.](#)

Community Based Web (CBW)

What's new on the CBW?

Chapter Logos available in the CBW: The Michigan Division has uploaded your chapter's Excellence in Action and IAAP globe logos to insert into your CBW site at your convenience. For instructions on how to access these logos, chapter officers can click [here](#).

The Community Calendar: By logging into the system as a chapter officer you will be able to create and manage your own events directly on your Divisions website. This is where you can share your chapters meeting notices with everyone in the Division.

Forums: There is not only a new look but also a new feel to the forum and the community of members. The forums have been reformatted and separated by Chapter/Division/International level. This will help to separate information so that it is not all in one place. This will make it easier for you to participate to meet criteria #3 for a Member of Excellence.

Please make sure that you go to the International and Division Websites on a daily basis. There is new information being posted every day, you won't want to miss it. International Website - <http://www.iaap-hq.org/> and Division Website - <http://www.iaapmichigan.org/>.

Chapter News from Around the Division

Detroit Chapter

I hope everyone has had a wonderful Summer. It seems time is flying by at warp speed. We are planning our first meeting on the year aboard the Detroit Princess Riverboat. The date is Friday October 3rd. Boarding begins at 6:00 PM. This is an opportunity to meet and greet new and old members.

The cost is \$46.00 inclusive. If you are interested in attending please send your money by September 26th. The address to send money is Barbara Howard PO Box 1687 Dearborn MI 48101.

Please let me know as soon as possible if you are planning to attend. Feel free to invite others along.
Submitted by Barbara J. Howard - barbj93@msn.com

Northern Michigan Chapter

Congratulations to the Northern Michigan Chapter on celebrating their 10 Year Anniversary this year! They are also celebrating having their Chapter President, Jennifer Anne Steed CAP, awarded at International Convention as a Distinguished Chapter President for 2007/2008.

The Northern Michigan Chapter is hosting a Professional Development Seminar "Pump Up Your Productivity" on Friday, October 17th at the Holiday Inn in West Bay, Traverse City. [Click here for flyer](#). On Saturday they are offering a Wine Tour on Beautiful Old Mission Peninsula. [Click here for flyer](#).

Oakland County Chapter

The Oakland County Chapter is hosting a "From Do ... to Done" - Document Mangement Seminar on September 16th at the Marriotte at Centerpointe. [Click here for flyer](#).

Western Shores Chapter

On August 20, 2008 Mary Doctor CPS, Western Shores Chapter President, dedicated a new plaque denoting the Chapter's adoption of The Cottage Garden.

This garden is a part of the Muskegon Master Gardeners Monet Gardens. It is sponsored by the Western Shores Chapter and maintained by the Master Gardeners. Many of these Victorian gardens are highlighted yearly in walking tours of the historical district of Muskegon.

Florence Bright CPS, one of Western Shores Chapter members, is a Master Gardener and has a house right next door to the Monet Gardens. Both her house and the house on the other side of her have gardens in the front yard. The Cottage Garden in front of the other house became available to sponsor when the sponsoring business closed. Florence asked if our chapter would be interested. We would get exposure every time a tour went through or someone just stopped to look at the gardens. We don't have to do a thing. The Master Gardeners take care of the gardens.

Florence has been a member of the Western Shores Chapter since 1959 and is still very active in the Chapter. [Click here to see photo](#).

DMAL's

Remember, DMALS, this is your IAAP too, and as an organization IAAP is only as strong and vibrant as its members. Surveys taken by IAAP have consistently shown that the ability of networking with other individuals who are experiencing the same issues in the workplace is one of the reasons that individuals join in the first place. Take advantage of the vast network of members; you might surprise yourself with what can be accomplished with a simple thing like just reading posts on the forums.

Submitted by Linda Adams (DMAL)

Would you like to see your chapter or member news/information listed here? Article submission deadline for High Speed Connections is the 7th of each month. Contact Newsletter Editor, Michigan Division Communication Secretary, Ann Henkel at commsecretary@iaapmichigan.org