AP Committee Minutes of the Meeting of September 19, 2011

Members Present:

Brian Cole, Scott Richardson, Nick Nelson, Jim Rademaker, Michelle DeWitt, Diane Laughlin, Jackie Rautio, Quincy Williams, Dave Feenstra

Absent:

Michelle McCloud, Luanne Brown, Michael Eichberger, Ed Simon

1. **Minutes**

The minutes from the August 15, 2011 AP Committee meeting were approved, B. Cole handed out copies.

1. **Announcements**

Michael Eichberger will replace Chris Hendree as Group 2 Representative.

Ed Simon will replace Chris Barbee as Group 1 Representative.

1. **Guest Speaker: Neal Rogness**

* Climate study update.
* Executive findings will be available on the website: consultant is Sue Rankin from Penn State. She will be here on Sept 29 and 30.
* Ms. Rankin is doing the preliminary report from a huge database. 7000+ responded, shooting for 30%, this gives us 29%.
* A series of meetings will be held to discuss the findings. KC, Cook-Dewitt, CHS….. on Sept 29 and 30.
* Initial reports look good: moving in the right direction for inclusion and equity, always room for work.
* Some negative remarks: people of color, LGBT population, and gender issues, but overall improved from last study.
* Jeanne Arnold has an advisory board, and will look for a sub-committee to help devise an action plan for how to move forward.
* Climate study repeated every 5-6 years. This is our 4th study, the next one will probably be done in house.
* Students went from 19% to 27% in responding, staff a little higher, faculty a little lower. Overall good participation.
* Some differences between student and faculty/staff perceptions, but more similarities.
* Institutional Analysis website has a “self serve” tool to answer questions about the University: Neal is trying to set up an analysis tool like theirs to be able to allow people to answer their own questions.
* Anonymity always protected.
* Emails will be sent within a couple days to invite the campus community to the forums.

1. **Old Business**

* Supervisor feedback/evaluation sub-committee, so far Quincy, Diane and Luanne have volunteered. Brian will contact the Prof Dev Comm to have one person join this sub-committee. AP staff not sitting on the committee will be invited to join as well, the following email should be sent from Committee members to their prospective groups:

“The AP Committee is forming a Sub-Committee to decide whether or not to provide feedback on Supervisors, and if so how to go about doing that. If you are interested in having a voice in this topic, please share your interest with Quincy Williams via email: [williamq@gvsu.edu](mailto:williamq@gvsu.edu) There will be one person from each group selected, along with three members from the AP Committee and one from the Professional Development Sub-Committee.”

1. **New Business/Sub-Committee Reports**

* Professional Development: (Dave Feenstra) Met Sept 1st – attendance on their series has been quite pleasing. Things moving along nicely.
* Awards: (Michael Eichberger) no report
* Salary & Benefits: (Jackie Rautio) Met last week – An HR rep came to talk about the Salary Review process for next year. No new differences other than the 80/20 for dental. Will be discussing goals via email and voting at the next meeting.
* Public Safety: (Michelle DeWitt) no report
* AP Luncheon: (Jim Rademaker) Have a potential speaker: Jim has sent her information to HR. She is a GVSU alum, and is getting her Doctorate at DePaul University in Chicago. She has spoken at GV before, and talks a lot about the impact that GV has had on her life. There would be a cost: mileage. She would be lodged at the Alumni House (no fee). Need to find out if the cost can be covered by HR. B. Cole will contact S. Richardson for approval.
* AP Open Forum: (Quincy Williams) Second week in June. Has left messages, will talk to S. Richardson.
* New Business: Is there anything formal about Paternity Leave? A discussion ensued about FMLA and Salary Continuation. The HR website was brought up, and the following questions came about to e-mail to S. Richardson: What defines “paid leave” by FMLA?  It sounds like Jim’s co-worker could take paid time off under the Salary Continuation program with his appointing officer’s approval, is this true?  Is there an appeal process if a supervisor/appointing officer does not approve time away?  How much authority does a supervisor/appointing officer have with approving or not approving Salary Continuation?
* S. Richardson told B. Cole prior to meeting: Mothers get paid time off according to medical instruction before and after the birth of a child. Fathers can use vacation time but have no paid time off. Both mother and father can take advantage of FMLA. These comments are not clear in comparison with what the HR website states. Will ask S. Richardson to email his responses to the group.

1. **Next Meeting: Monday, October 17, 2011 2-4pm @KC 2201**