

# MINUTES

## ***AP Salary and Benefits Subcommittee Meeting***

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*Date/Time* 03/21/19|2-4pm      *Location* Allendale, 106 STU

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### ***2018/2019 Committee Members In Attendance***

**Brent** Tavis (Group 1) – VP; **Michelle** Rhodes (Group 2) – Chair; **Michelle** Dewitt (Group 3), **Jacklyn** Rander (Group 4), **Cindy** Bartman (Group 5), **Karen** Ruedinger (Group 6), **Joshua** Stickney (APC Liaison), **Dave** Smith (HR/Benefits Liaison)

Absent: **Linda** Yuhas (Compensation and Salaries Liaison), Michelle Dewitt

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### ***Unfinished Business***

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***Review/Approval of Minutes – Approved without revision***

### ***Updates***

- AP Committee Updates and News – Greg Sanial attended the last meeting and presented general information about GVSU (similar content to what is in the annual accountability report); he was asked about budget priorities but suggested that the new president will set those guidelines; he was asked about the article in the Lanthorn where it was suggested that once building was completed, tuition should be able to reduce. He responded that the article was incomplete. Once we could pay down the debt for recent building projects (20 or so years out), then we should be able to lower tuition. There are no major capital expenditures planned. We're looking at a slight budget reduction for 2019-20 (1% overall and this won't be evenly distributed across the University). He **does** expect that faculty and staff will receive merit increases in 2019. The committee also discussed the awards event which has been taken over fully by the Awards Subcommittee for this year. The ceremony will take place on April 17<sup>th</sup> (11:30am-1pm) in Allendale. The AP Committee does want a concrete recommendation from Salary & Benefits regarding path to promotion. Specifically: If there is a course of action we would recommend (a clear path forward), we are to write it up. The AP Committee will review it, make edits and then take it to an appropriate leader at the University. The AP Committee will be making the executive summary of the survey report we submitted publically available to all AP staff.
- Committee Member Updates/Comments/Feedback – Dave submitted an article for the March newsletter on the topic of auto insurance; we will wait until the fall to invite Greg Sanial to one of our committee meetings if it seems appropriate to do so. Wayne State University recently changed their tuition benefit for dependents to include full tuition coverage. Benefits will be sending out their annual informational email providing a summary of benefits for the coming two years. There will be a benefits survey going out to faculty and staff this spring. This is the same survey they've been sending out every three years. Included is an opportunity for

employees to provide input on tradeoffs for informational purposes. This is simply for informational purposes and is **not** a signal by HR of any major changes coming.

### ***Unfinished Business***

- Discussion about Path to Promotion
  - There's so much variability across the University making it difficult to offer one solution University-wide.
  - Appointing Officers have wide discretion to implement structures and compensation to meet the needs of their area.
  - It's difficult to compare staff progression with faculty progression.
  - Currently if an AP staff has taken on more responsibilities they should be working with their appointing officer to have a position description updated and re-evaluated through Linda Yuhas' office. If a supervisor is not responsive to this effort, employees can go directly to Linda for a review/discussion.
  - AP staff being supervised by faculty Unit Heads may be at a disadvantage both because of the typical turnover of faculty in the Unit Head role and because they may not be well informed about their role in advocating for AP staff. If the path to promotion is a more significant issue with these employees, it would seem more appropriate to take a recommendation to the Office of the Provost to resolve.
  - Under the Office of the Provost, there does not appear to be a direct report to the Provost that has staff in their list of responsibilities. We could make a recommendation that there be a vehicle for staff to provide feedback to the Provost.
  - Education is a common theme across our conversation. It is one aspect of the discussion we can agree on. For example, there could be a requirement for supervisors to go through training (e.g. Supervisor 101?) on a regular basis to stay current with content related to performance and career progression.
  - This group offered up multiple points of view about how broadly this issue exists, whether there is a common solution and if so, what the solution is. In the end, this committee does not have a clear recommendation beyond increased education and communication about this topic and supporting staff with these difficult discussions.

### ***New Business***

- No new business.

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### ***Action Items/New Tasks/Discussion***

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- ☐ Karen will draft a memo for this committee to respond to the AP Committee on the path to promotion topic that can be reviewed at our next meeting or via email conversation prior to the next meeting.

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***Next Meeting – April 18<sup>th</sup> – Breakfast at Murphy's, 8-10am***

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