

**AP Committee Meeting Minutes**

**Friday, November 7, 2014 9:00 – 10:47 am**

**L. William Seidman 3008**

Present:

Jeanne Ferro, Monica Johnstone, Colleen Lindsay-Bailey, Kristin Linscott, Sienna Mavima, John Rosnick, Joshua Stickney, and Mary Ziomkowski. Guest member Linda Yuhas sitting in for Scott Richardson.

Absent:

Elizabeth Lienau, Matt Herrema, Brian Merry, Scott Richardson

1. Speaker: Andrew Plague, President of Student Senate

 Highlights of Andrew’s talk:

1. The GVSU Student Senate is the official student government and works to ensure that the voice of the students is continually heard by the University administration, faculty, and others.
2. General Assembly meetings of the Senate occur every Thursday of the fall and winter semesters at 4pm; most are held in the Pere Marquette Room in the Kirkhof Center. These meetings are open to all.
3. Student Senate is comprised of 50 representatives, elected to one year terms. The Senate works to investigate and resolve common student problems, advocate for the inclusion of students in the overall policy and decision-making processes, promote awareness of the role students play in the academic community, enhance the quality and scope of education at GVSU, and empower students with leadership opportunities. The Senate works *proactively with* administration, and does not assume an adversarial or protesting function.
4. Student Senate Committees: Senate Resources, Finance, Campus Affairs, Educational Affairs, Diversity Affairs, External Relations, and Public Relations. The Finance Committee manages over $1.1M in funds dedicated for the 460 student organizations, club sports, and academic conferences.
5. The Student Senate has representation in the University Academic Senate, Standing Committees, Governance Committees, and Administrative Committees. Typically one student senator and one graduate student represent the student body.
6. The President of the Student Senate sits on the University Academic Senate and Executive Committee. The Cabinet is elected by the Senate, not by general election.
7. For more information and to see current projects, visit the Student Senate’s website at [www.gvsu.edu/studentsenate/](http://www.gvsu.edu/studentsenate/)
8. New Committee Business – Reports of officers and subcommittee members
9. Chair – Josh Stickney
10. Revision of Article I, Purpose, of the AP Committee Bylaws has been forwarded to Scott Richardson to present to the senior management team.
11. Several members of the AP Committee (Mary, Kristin, and Josh) attended and Monica was a trainer for the Allies and Advocates training on October 24, 2014.
12. Josh proposed that perhaps an AP Committee member should attend the Executive Committee meetings. Discussion: Colleen – there are some APs on some subcommittees. It was decided that we must find out how many APs currently sit on which committees.
13. Josh questioned if an AP Committee member should be attending the Board of Trustee meetings. Discussion: The Trustees meetings are often the place of a formal vote taken on matters that have already received extensive consideration of written materials provided earlier. Some meetings are held in Detroit. Linda – for credibility, visibility, and “clout,” should we be present? Kristin – perhaps we should review the past minutes, agendas, and structure on the website and discuss further at next meeting.
14. Josh and Monica brought up the idea of having a formal distracted driving policy for campuses. Josh will forward the article on distracted driving to Mick Doxey in Risk Management for his opinion.
15. Design Thinking is an innovative concept coming to campus. Those who can, will attend the next informational meeting scheduled for December 3, 2014 at 5:00pm in the Loosemore Auditorium. Those attending will report to the Committee.
16. AP Awards Subcommittee – Kristin Linscott: Planning is still underway for the Awards luncheon. The online nomination site is currently being tested. We will continue to promote in the monthly member email blasts. The Awards luncheon is scheduled for April 16, 2015.
17. Salary & Benefits Subcommittee – Mary Ziomkowski:

1) The second meeting was held on October 9, 2014. Linda Yuhas presented on

 Compensation 101; explained how the market value of each position is determined.

 2) Open Enrollment ended on November 5, 2014.

 3) Compensation 101 will be offered on November 11, 2014 in KC and March 25,

 2015 in DeVos.

 4) Next meeting of the Subcommittee is scheduled for November 13, 2014.

1. Professional Development Subcommittee – Sienna Mavima: was unable to attend the Subcommittee meeting.
2. There was some discussion of the assessment process following educational sessions.
3. Excellence Series: Getting to Know Your GVSU Better to be held on November 18, 2014 8:30-10:30 am in Room 1008A, L. William Seidman Center.
4. Public Safety Liaison – Kaleb Klotz (absent due to conflict): no new business
5. Forum Liaison – John Rosick and Josh Stickney: no new business
6. AP Luncheon Liaison – Kristin Linscott:
7. The subcommittee has not met yet; usually begin meeting in January.
8. Communication Officer – Elizabeth Lienau (absent due to conflict)
9. The AP Welcome Letter for new AP employees has been completed and this process will be implemented.
10. Liz and Brian held their AP Brown Bag Luncheon; two AP staff attended.
11. It was suggested that future AP Luncheons could be coordinated with AP **sub**committee members; if possible, both the Group AP Committee representatives and subcommittee members could attend.
12. Webmaster – Monica Johnstone
13. Monica continues to work on uploading the subcommittee minutes on the AP Committee website.
14. Monica queried Josh about how often we will update the AP group lists from his master excel list; it was decided that the lists would be updated each December and April.
15. Updating of the email list will be discussed at the next meeting to include Elizabeth Lienau in the discussion.
16. HR Liaison – Scott Richardson (absent due to conflict). Linda Yuhas present: no new business. Linda briefly explained how the market value for each GVSU position is determined.
17. Other business: none
18. Adjourned at 10:47 am. Next meeting Tuesday, December 16, 2014 at 10:00 am in 2204 Kirkhof Center. This is the large group meeting with President Haas, the AP Committee, and the subcommittees to attend.

Minutes submitted 11/19/2014 – Mary Ziomkowski