



**AP Committee Meeting
Friday, October 9th, 2015, 10:00am
1001 Zumberge Hall**

Present:

Jeanne Ferro, Monica Johnstone, Colleen Lindsay-Bailey, Tim Marroquin, Rence Meredith, Brian Merry, Amanda Pitts, Scott Richardson, Cathy Skene, Josh Stickney, Kathleen Wright

Absent:

Matt Herrema, Jenna Poll

1. Guest Speaker: Lynn (Chick) Blue, Vice President for Enrollment Development, spoke to the committee regarding the approaches we take at Grand Valley toward meeting our enrollment goals. Her comments, as summarized by the secretary:
 - The population of graduating high school seniors in MI has been in decline and is expected to continue to decline over the next five years. Because of this, we can focus too exclusively on recruiting incoming freshmen. Meeting our enrollment goals will also rely on our ability to recruit transfer students, graduate students, and to retain our students through to graduation. We are very successful at attracting transfer students; efforts to clarify how coursework will transfer to GVSU and efforts to align program curricula with two-year schools have borne fruit. Increasing our graduate student population is an opportunity; some programs have very robust enrollment, but others have seats available. Retention is the area in which most AP Staff have the opportunity to make meaningful contributions. Positive interactions with students raises the likelihood that they will persist, graduate, and speak well of Grand Valley. Every staff member should think of her/himself as a “Retention Advocate”. Staff members who teach or who supervise student workers have frequent opportunities to have positive interactions with students, but those who don’t can also have meaningful encounters: a story was shared of a Grounds employee who stopped and got off his lawn mower to help a prospective student and her parents find their destination on campus. The student subsequently enrolled.
2. Committee Business
 - Minutes of the Sept. 4th 2015 meeting were approved.
 - Robert’s rules of order were suspended for the duration of the meeting.
 - Officer / Liaison Reports
 - Chair: Monica
 - Monica is the AP Committee (APC) representative on the committee for the upcoming campus climate survey. The survey will be administered November 12-22 (www.gvsu.edu/mygvsu), and Staff members are strongly encouraged to complete it as soon as they are able—this will exempt one from follow-up emails. The survey will be much shorter

than the last one—roughly 15 minutes vs. 60—and results should be available much more expeditiously.

- At the University Academic Senate (UAS) meeting on Sept. 25, a subcommittee was established to provide a voice for affiliate faculty members.
 - Our slate of speakers for APC meetings for the rest of the school year is complete.
 - Creation of an Inclusion and Equity (I&E) Advisory Group was announced by the division of I&E, and the APC was listed as having a seat in this group. Colleen was nominated and appointed without objection to represent us in that capacity.
- Awards Liaison: Brian
 - Brian brought a list of items from the latest Awards Subcommittee (AS) meeting for the APC to discuss. The discussion focused on ways to increase the number of nominations received for the awards. Brian will report back to the AS with the APC's feedback.
 - The window for award nominations will open November 2nd, 2015 and close March 18th, 2015.
 - Salary & Benefits Liaison: Jenna
 - Jenna was unable to attend this meeting, but sent a report from their recent meeting to Monica, who read it in her absence. The Salary & Benefits Subcommittee (S&B) requested feedback from APC on two items: 1) a separate monthly newsletter from S&B to AP staff. After discussion, the APC consensus was to work on more comprehensive and prominent inclusion of S&B Subcommittee news in the monthly APC newsletter, rather than to encourage a separate, additional email to AP staff. 2) A personal welcome of new hires by one or more APC representatives. After discussion, the APC consensus was to leave such greetings to the discretion of the APC representatives, as every new hire is currently sent a welcome email, in which the new staff member's representatives are all listed.
- Other Business
 - Melissa Wright, elected by Group 6 as their AS representative, has changed locations and would now be included in Group 2. Without objection, a motion was adopted to allow Melissa to serve out the duration of her term on AS representing Group 6 as she was elected to do.
 - The remainder of the agenda was postponed until the next meeting.
 - The meeting adjourned at 11:33 am. The next meeting is scheduled for Friday, November 6, 10:00am in SCB 3001. The speaker will be Maddie Cleghorn, Student Senate President. Colleen Lindsay-Bailey will preside in the absence of the Committee Chair.

Joshua Stickney--Secretary