**AP Professional Development Sub-Committee**

**Minutes**

**Date:** December 10, 2010

**Meeting Time:** 8:30 AM

**Location:**  297C DeVos, Downtown Campus

Attending: Michelle McCloud (Chair), Maggie McCrystal (Ex Officio), Monica Johnstone (notetaker), Erik Bane, Kate VanDerKolk

Kate VanDerKolk from the Holland Campus is a new member from Group 6 who has joined the Subcommittee.

Diane Laughlin (AP Committee Liaison) was not able to attend today’s meeting due to illness.

Raven McClinon (interim Group 1 member) joined the meeting in progress.

Ed Simon (Group 1) was unable to attend meetings this term.

1. Old Business

A member from Group 2 is sought to fill a casual vacancy. The AP Committee is working to fill this vacancy.

1. Review Survey Results
   1. 11/04/10 – Social Media at GVSU

This seminar was well received and so well attended that extra chairs were added to the room. It was reported that one person left (without making herself known to the facilitator) because she did not spot a vacant chair. A late room change was part of the reason for the challenging space difficulties.

* 1. 11/10/10 – What's Your Perspective? Our Roles in Serving the Nontraditional Learner

Only 4 of the 9 attendees (of 13 enrolled) responded to the survey. The last iteration of this seminar was in 2008; 17 attendees were present that time. It was thought best to present this topic on a 2 year rotation.

* 1. 11/4/10 – FERPA Training

This training was not reviewed because it is not run by the AP Professional Development Subcommittee.

1. Review of 2010-2011 Excellence Series Calendar - Winter Semester Events

* A “social media for beginners” seminar might serve an audience looking for an entry level.
* Facilitators for the sessions were assigned.
* The “more with less” idea that had been suggested has been explored but does not seem to have wide interest.

1. New Business

* Next time, a mock up of the schedule for next fall from suggestions received will be reviewed.
* Monica will send around the draft of these minutes for confirmation out of session. Afterward, she undertook to post them on the website and provide the link to the committee for circulation to the Groups.
* Meetings are held the 2nd Friday of every month currently. The subcommittee discussed the possibility of dropping approximately one meeting per quarter. This is within the bylaws, so the January meeting has been cancelled as a trial of this idea.
* AP Awards were discussed. Categories are a little hard to address unless you know a candidate quite well. Michelle undertook to touch base with Erin B.
* DeeAnn Sherwood-Bosworth of Inclusion & Equity is on leave so some of her seminars were cancelled. Unfortunately, the automatic reminder system persisted in reminding people to attend the cancelled sessions. This flaw of the automated system should be addressed.

Next Meeting:

**~~Date:~~**  ~~January 14, 2011~~ Cancelled

**Date:** February 11, 2011

**Meeting Time:** 8:30 AM

**Location:** 297C DeVos - Berkowitz Room