Meeting started on April 6, 2012 at 9:00 a.m. in 2242 Kirkhof Center. AP Professional Development Chair, Sharalle Arnold, welcomed members and opened the meeting. Members in attendance included:

***AP***

***Professional***

***Development***

***Subcommittee***

**Members**

**Group # 1**

Laura Kennett

*Campus Recreation*

**Group # 2**

Sharalle Arnold

*Children’s Enrichment Center*

**Group # 3**

Margo Dill

*Regional Math and Science Center*

**Group # 4**

Brenda Lindberg

*Accounting, Business Office*

**Group # 5**

Bradley Gordon

*WGVU-AM/FM/TV*

**Group # 6**

Kate VanDerKolk

*Continuing Education*

*Holland (Meijer) Campus*

**Ex-Officio**

Maggie McCrystal

*Human Resources*

**AP Comm. Liaison**

Ed Simon

*Facilities Management*

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Sharalle Arnold, Group 2

Margo Dill, Group 3

Brenda Lindberg, Group 4

Bradley Gordon, Group 5

Kate VanDerKolk, Group 6

Maggie McCrystal, HR

Sharalle asked members who attended the March Excellence Series sessions to report out on the events they hosted. Reports were made based upon the seminar evaluations and personal observations of subcommittee members.

3/20/12 Assertive Communication by Shirley Jallad. Laura Kennert attended this session but was not available for reporting. The evaluations reflected the following:

People appreciated the basic explanations, understandings, and recognition of the different types of communication. They expressed a desire to go deeper into the topic in several ways. 1.) More definitions of what it means to be assertive, 2.) More role-playing or simulation to practice techniques presented. Most of the participants felt it was a good class overall and thought they could apply some of the techniques in their jobs and their personal lives.

3/29/12 Social Media for Advanced Users by Ben Rapid & Dave Poortvliet, Web Managers, GVSU Institutional Marketing. This class was hosted by Bradley Gordon and he reported the session was well attended and consisted of great content and proceeded at a good pace. Participants enjoyed seeing how the social media tools can be used to market services to students and prospective students and the benefits to GV departments.

A discussion developed around potential new sessions for next year’s desired Excellence Series programming. Several new topics were discussed as well as a desire to continue popular programming from the past year.

Last month a discussion about AP professional sub-committee term lengths resulted in Sharalle contacting Brian Cole for clarification. The term limit for group representatives who joined their committee’s mid-term as replacements for resigned members, will be counted as having served one year of service. Sharalle Arnold, Group #2, and Kate VanDerKolk, Group # 6, both have expiring terms. Laura Kennert, new chair, will assist them with recruiting new members from their respective groups for spring elections.

The AP Committee Awards Banquet will be held on Monday, April 23, 2012 from 11:30 am – 1:00 pm in the Grand River room, Kirkhof Center. Please RSVP to [www.gvsu.edu/seminar](http://www.gvsu.edu/seminar) . Attendees are encouraged to wear GVSU apparel.

Laura Kennert, new committee chair, will schedule future AP Professional Development meetings beginning August 2012.

Meeting adjourned at 9:40 a.m. Margo Dill reporting, April 12, 2012.