Meeting started on November 4 at 9:00 a.m. in 2242 Kirkhof Center. AP Professional Development Subcommittee Vice-Chair, Laura Kennert, 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**

Dave Feenstra

*Facilities Management*

Laura Kennert, Group 1

Margo Dill, Group 3

Brenda Lindberg, Group 4

Bradley Gordon, Group 5

Kate VanDerKolk, Group 6

Dave Feenstra, AP Committee Liaison

Maggie McCrystal, Ex-Officio, Human Resources

Laura asked members who attended the October 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.

10/4 –DiSC for Supervisors by Jerry Conrad, S.G Maverick, Inc. This session was for supervisors only. Supervisors enjoyed learning more about themselves and their management style through taking the DiSC assessment before session. The presenter received very positive comments and reviews. Supervisors left with finding ways to use this information in positive ways. Follow-up workshop suggestions were; conflict management, Creating enthusiasm among staff, and helping staff growth.

10/12—Bias Incident Protocol presented by members of the (TAB) GVSU Team Against Bias. Overall, participants enjoyed the session. A comment from participants said, “this is an important topic, and was very well presented”. Participants also suggested a clearer definition of bias and more group involvement was needed. Suggested follow-up workshops include: usable tools for tolerance of others, how inclusion makes America more competitive, and people wanted more information on the TAB Team and how to join.

10/17— Assessing Your Intercultural Competency: A Strengths-Based Approach presented by Sean Huddleston, GVSU Director of Intercultural Training. Participants enjoyed the session. All found the presenter very competent and enjoyable, and liked how he interacted with participants. In future sessions, participants want to see more levels of competencies presented for faculty & staff to build upon.

10/19—Media Training presented by Mary Eileen Lyon and Michelle Coffill, News and Information. Participants appreciated the great experience level and insight from presenters. They enjoyed the video interview training and receiving the video for review.

The committee reviewed several ideas for winter semester series. Discussed was a possible “Webinar for Social Justice”, and a workshop for “Working Effectively with Faculty” scheduled for Dec. 7th and programs for effective listening. More sessions will be announced soon for winter semester.

Dave Feenstra talked about progress being made with the AP Committee’s work on supervisor evaluations and optional supervisor trainings. More support is needed from the sub-committees in regards to volunteers able to work on this initiative.

The next meeting will be held Friday, December 2, 2011, 9:00 am – 10:00 am in KC 2242.

Winter meetings are scheduled in room 2242 Kirkhof Center on Friday, Jan.6, Feb. 3, Mar. 2, Apr. 6, 2012, at 8:30 am – 9:30 am. Committee members asked for the meeting time to be changed to 9:00 am – 10:00 am. Also a discussion was held about canceling the Jan. 6th date due to Christmas break.

Meeting adjourned at 9:45 a.m. Margo Dill reporting, November 11, 2011