# **Intros**

* Name, Office, Role on AP Committee
	+ GVSU data based Trivia

# **Recap of last year**

* Subcommittee Chairs to EC meetings
	+ This seemed to be successful, will continue doing this
* Bylaws
	+ Subcommittees should review these, in case any changes are needed
* Groups
	+ Now based on divisions instead of buildings
* [Memos](https://www.gvsu.edu/ap/ap-communications-246.htm)
* Forum (will discuss below)
* AP Social (will discuss in Committee Updates)
* Asked to open University Address at picnic

# **Typical Year**

* **Retreat in early August (All AP Committee)**
* Survey results in Fall
* **December meeting with President Mantella (All AP Committee)**
* AP Awards in the Spring
* AP Forum after Spring semester ends
* Elections end around June
* AP EC meeting in June to select Officers for next year

# **Committee Updates**

* Awards
	+ Event in spring went well, awards will open again in December for next year’s event; some discussion of consolidating various awards events into one larger event and coordinator with other groups
* Professional Development
	+ Social in May, plan is to do two events per year moving forward (one more relaxed, one more structured/roundtable); will have more $ for these events this year
* Salary and Benefits
	+ Last year: memo to SLT, worked quite a lot on this
	+ This year is a benefits review year, sent out survey last spring and request is for a small increase in deductible, but this is still in the works; will likely continue to write annual memos
* Social Justice
	+ Have done some PD opportunities in the past (book reads, newsletter items), connection with HR regarding common themes of folks who are leaving university (more common among folks with marginalized identities)
	+ Some soul searching about what’s next, lots of others doing this similar work (AALT, etc.); goal is to identify what work is being done where and how to more efficiently use our resources
* Subcommittees changed over the past year due to shift in numbers for each employee group; previously had six members, have now increased that to nine members

# **Website**

* Minutes to Mike P (subcommittees should send them to Mike)
* [AP Communications](https://www.gvsu.edu/ap/ap-communications-246.htm)

# **AP Forum review**

* Format was good, sessions too short, maybe 10-15 mins more
* Setting allows for different kind of convo, less pressure
* 3 or 4 sessions?
	+ 4 would be all
* Planning team
* HA Ideas:
	+ Start with introductions of all SLT members. They each get 1-3 minutes to share a **brief** update. Some AP staff may not know the VPs well and may not really know which session they want to sit in without an introduction first.
	+ Go to breakout sessions:
		- Allow staff to attend 3 of the 4 breakout sessions – 25 or 30 minutes per session for a total of 1.5 hours
	+ Philly provide brief remarks & answer questions – 15 minutes
	+ AP EC Chair provide brief update/closing remarks – 15 minutes
* Notes: have AP committee members take notes in each session to provide a re-cap.
	+ I know this would be over 2 hours, but I feel like this event is one of the biggest/most important of the year. I also think that AP committees could each help with one aspect of the event. Ie. One committee order food, one committee print surveys/questions/agenda for moderators, one committee help direct people the day of, one committee review the notes/type up the notes to send out to staff after the event, etc. If each committee takes a small task, then it is less on the ECs plate and it gives us more buy-in to attend.
* Feedback:
	+ Suggestion to start with 10-15 minutes with own VP, then give folks a chance to cycle to others; some people know their VP, others may benefit from hearing from them
	+ Smaller groups with each VP may help encourage questions, rather than a large group conversation
	+ Suggestion to have each VP present to the largest group, then break up for smaller discussions
	+ This could easily be a half day thing because we got so much out of it
	+ Really liked the more intimate atmosphere, but difficult to miss the other sessions
	+ Some were curious as to why Mychal Coleman wasn’t part of the forum, there seemed to be a lot of questions for him (he’s not technically a VP)
	+ Timing? Morning is better, easier for orientation schedules; three hours may work, if we provide food
	+ Helpful to provide the schedule so people can attend the sessions that work for their schedule
	+ In some conversations, one VP dominated over the other, so may need to rethink how they are paired

# **AP Survey**

* Usually done in late August
* [2023](https://docs.google.com/document/d/170cZ8QZwFFZ_OIpbWRNTE_QSC1N1VAaG/edit?usp=sharing&ouid=102203304111229359226&rtpof=true&sd=true)
	+ Goal of quicker turnaround (hopefully this month)

# **Goals**

* Better job welcome outreach
	+ Chair of Prof Dev
	+ We get about 100 new AP employees each year, personalized outreach is important
* Salary and Benefits continue to follow UAS lead, built upon it
	+ Realistic
	+ Clarification of raises by Appointing Officers
	+ [Categories](https://www.gvsu.edu/cms4/asset/8C0B809B-0726-4E3B-1EBA4A40A82D8597/2022_23_ap_handout_for_letter_for_salary_adjustment_program_final.pdf) that mirror faculty, faculty are higher
		- Highest top can get is top of “Satisfactory” of Faculty
* AP Socials
	+ Funding $2K each for 2 events a year
		- Social
		- Prof Dev
* [AP Cup](https://docs.google.com/document/d/1Hm6ktpKrk1GbdSihdKTa9a0FXILIPi0nkOqkxt-VvN4/edit?usp=sharing)
* AP on President’s Council ask
	+ Elected rep vs supervisors
* AP Awards-did all logistics for the event. Reenvision
	+ SLT members’ and HR thoughts
* Adjunct AP representation
	+ Fringe benefits, if it’s been adjunct for X years, why not full-time
	+ Empower them, not more work, how we get better. AP are really tired
	+ Posting on adjunct job descriptions if the intent is for this role to become full time or not.
	+ Hope to bring this up with Exec Cmte this fall, possibly address with HR
* Presence at Board Meetings
* Additional?

Lunch Questions

 Communication around salary

* Want more transparency around raise pool/dollar amount/how this translates to individuals
* Impacts different employee groups on campus–process in determining pool/raises for individuals

 AP Cup Feedback

* List was highly physical, may want some additional suggestions for less physical activities (equity-minded)
* Curious as to how staff would receive it, want some feedback around that
* Something about interacting with folks outside of department/division

 Priorities for AP EC

 Other big questions for SLT

 Any questions?

 How involved have we been in PD discussions with HR, others? Seems there’s a lot of work being done in this area

# **Break into Subcommittees**

* Select Chair and Vice Chair
* Meeting schedule
* Goals
* Review [Bylaws](https://www.gvsu.edu/ap/ap-committee-bylaws-27.htm)

**Executive Committee Breakout**

* New Staff Resource Fair
	+ Friday, Sept 22, 10-12, KC 2215
* 2 meetings a month again?
	+ Work
	+ Meet with GV Leader
* Which SLT and when?
* Work groups
	+ Survey
	+ AP Cup