AP Committee Minutes of the Meeting of March 19, 2012

Members Present:

Brian Cole, Michelle DeWitt, Jim Rademaker, Scott Richardson, Michael Eichberger, Ed Simon, Diane Laughlin, Michelle McCloud, Nick Nelson, Jackie Rautio

Absent:

Luanne Brown, Quincy Williams

1. **Minutes**

The minutes from the February 20th, 2012 AP Committee meeting were approved.

1. **Announcements: none**
2. **Guest Speakers: Sue Sloop and Lindsey DesArmo**

* Office of Human Resources
* Know your Numbers Program: just because the onsite assessments are done, there are still opportunities to participate. Two components: bloodwork, and online assessment: have until March 23rd. You can get your blood drawn before then, or have your health care provider fax in the numbers, complete the online portion and you’ll still qualify.
* Know your Numbers: $100. Additional $100 is to track your health activities each quarter (2 per). First quarter has been extended to May 1st. Money is given in the first quarter of 2013. If you are benefit-eligible, but don’t use GVSU’s benefits, you’ll get the money in your paycheck. If you take insurance from GVSU, you’ll get the money in your HSA (if no HSA, then in your paycheck).
* Two new things in Work Life Connections: 2 new videos: conflict management in the workplace, and emotional health.
* Conflict Management video on HRO website: Managing Differences and Resolving Conflict in the Work Place.
* Website: [www.gvsu.edu/hro/desputeresolution](http://www.gvsu.edu/hro/desputeresolution)
* Should go live this week: a flyer will go out to advertise the new website.
* Emotional Health video: [www.gvsu.edu/healthwellness](http://www.gvsu.edu/healthwellness)
* Counseling Center here on campus will train staff and faculty about how to deal with student stress. Eric Klingensmith would be a good contact point.
* Please promote these videos to the AP group.
* Annual Retirement Seminar flyers!! 7th year of meetings.

1. **Old Business**

* **Update re: Discussion with HR on Procedure for Complaints & Grievances** Saw video on HRO website on conflict management. Excellent.
* Group 1 Rep: Ed is working on a couple of folks to fill in for Dave Feenstra: but his term is over soon anyway. Now: Ed can persuade for nominations for next year.
* Some folks having problems with UMR and Caremark communicating with each other. Met deductibles, but companies not communicating, so charges incurred. Problem going to Dave Smith/Scott Richardson.
* Where would AP’s get funding for Prof Dev if their Department does not fund things? Should there be outside (or internal) funding for this? In the case of the S3 grants, they are only offered to faculty. Will continue discussion at the next meeting.

1. **New Business/Sub-Committee Reports**

* Professional Development: (Ed Simon): evaluations coming back good
* Awards: (Michael Eichberger): between 4-8 nominations for every award
* Salary & Benefits: (Jackie Rautio): no meeting last month, Sue Sloop spoke this month
* Public Safety: (Michelle DeWitt): no report
* AP Luncheon: (Jim Rademaker): April 23rd, 11:45am at KC in Grand River Room. Speaker, President set to attend. Pres. Office donated 50th Anniversary books for center pieces. 45 Tables. Still working on menu choices. Decorations: Michelle DeWitt, all set. Short “Laker for a Lifetime” speech. Program almost set.
* AP Open Forum: (Quincy Williams): absent
* 360 degree Evaluation Committee: (Quincy Williams): absent

1. **Next Meeting: April 16th, KC Speaker: Jim Bachmeier**
2. **New Business:** Elections: The schedule will be outlined at the Luncheon. Nominations will be open from April 23rd – May 11th. Elections are May 18th – June 1st.Brian will draft an email about the elections, we’ll send to our groups.
3. **General Discussion: Barter Board**