



**AP Committee Meeting Agenda
Tuesday, September 19, 2-3pm**

Jason Cronkrite (Vice Chair)	CECI, PCEC	2024
Myesha Gholston	Academic Affairs Student Support Units	2026
Anne Jbara (Secretary)	Central Admin, Development, I&E	2025
Derek Johnson	Central Admin, Development, I&E	2024*
Michelle McCloud	BCOIS, CLAS	2026
Justin Melick	Information Technology	2024
Bobby Nielsen	Student Affairs	2025
Michael Przydyzial	Student Affairs	2025
Mike Stoll	CHS, KCON	2024*
Brent Tavis	Finance & Admin	2024
Daniel Vainner (Chair)	Enrollment Development	2025
Quincy Williams	CECI, PCEC	2024*
Mary Albrecht	Provost Office Liaison	
Tara Bivens	HR Liaison	

Keigh-Cee Bell, Libby Jawish, Hannah Schoenfeld, Joe Van Ravenswaay, Chelsea Ridge

1. Intros
2. Meeting Minutes
 - a. [Retreat Minutes](#) (approved last time?)
 - b. [9/5 Minutes](#)
 - i. Motion to approve minutes (Justin); second from Mike P
 - ii. approved
3. Vacancies
 - a. Awards (2 openings)
 - b. Salary and Benefits will also have an opening soon
4. Updates
 - a. Social Justice:
 - i. Had first meeting, minutes will be up today/tomorrow
 - ii. Worked on bringing new people on board, discuss the charge
 - iii. Overall good meeting
 - b. Salary and Benefits:
 - i. Had first meeting, many new members
 - ii. Will have first working meeting this week and will provide updates next time
 - iii. Chelsea has been attending HR meetings re: potential benefit changes; will look into whether it would be beneficial to have representative from HR attend committee meetings

- c. Professional Development:
 - i. Possible event in November, planning on another social in May
 - ii. Looking into reaching out to new staff more, orientation, etc.
 - d. Awards: No representative present today
- 5. Student Senate Rep?
 - a. Not sure if student senate is assembled yet
 - b. Beneficial to hear from them, also a student success mechanism
 - c. Dan will reach out
- 6. Future meetings
 - a. October guest?--planning on Mychal Coleman; he should be able to make one of the meetings
 - b. November guest? Donta/Milos/Jenny Hall-Jones
 - i. All will visit at some point, Dan will reach out to these three to start
 - c. December
 - i. President Mantella and VP Bernal
- 7. Fall 2023 AP Survey
 - a. Send out to Subcommittees end of year or over Summer
 - b. Closed Friday, 9/15
 - c. 414 responses
 - i. 2022-364 (added Adjuncts)
 - ii. 2021-270
 - d. Survey review team
 - i. Deidentify/code responses by category
 - ii. Mike S, Mike P, Justin, Jason, Michelle, Dan, Hannah
- 8. Salary Memo
 - a. Guard rails
 - b. Chelsea met with FSBC, we will likely be putting out our memo first
 - c. Will want to set out a specific ask
 - d. Benefit to pushing back our memo to align with FSBC? This would then be before Thanksgiving, rather than end of September
 - e. S&B committee will deliberate on numbers
 - f. HR should have benchmarking information/market data through CUPA
- 9. Board Meeting reminder
 - a. Friday, November 3, 2023
 - i. Kirkhof 2204, 8am Committee, 11am Formal
 - b. Friday, February 23, 2024
 - i. Seidman, 8am Committee, 11am Formal
 - c. Friday, April 26, 2024
 - i. Seidman, 8am Committee, 11am Formal
 - d. Friday, July 12, 2024
 - i. Kirkhof 2204, 8am Committee, 11am Formal
 - e. Friday, October 18, 2024
 - i. Kirkhof 2204, 8am Committee, 11am Formal
- 10. Fall New Staff Resource-Sept 22-KC 2215-10am-Noon

- a. Justin taking lead, Dan going to President's Council instead
 - b. Myesha will also be there
11. Charge Memos to subcommittees—sent out 9/7/2023
- a. [Social Justice](#)
 - b. [Awards](#)
 - c. [Professional Development](#)
 - d. [Salary and Benefits](#)
12. Contact new AP
- a. Every how many months?
 - i. Follow up from PD Sub-Committee ~6 months later following welcome email from rep
 - ii. Semesterly/quarterly, Dan can share template he uses
 - b. [AP Cup?](#) Not going to happen this year, but can try one-off events if folks are interested
13. AP Forum Team—reach out to SLT
- a. Meagan Treadway, Michelle McCloud, Dan
14. Newsletter
- a. Chair intro
 - i. Last year Wins
 - 1. Bylaws
 - 2. New Groups
 - 3. Memos
 - 4. President's Council
 - 5. Social
 - 6. Forum
 - ii. Stress reading minutes
 - iii. Want to make sure we're communicating with AP employees all that we are learning and doing
 - b. Steph IT Trainings
 - i. Microsoft
 - c. Top AP EC recommendations to kick off academic year
 - i. Laker Club
 - ii. Take a walk/participate in Walktober
 - iii. Use exercise release
 - iv. Zoom IM
 - v. Board Game Lunch Hours
 - vi. Attend GVSU sporting event (not just football!)
 - vii. FLC events—AP are also welcome to attend
 - viii. Ride the bus
 - ix. Check out new releases at the library
 - x. Exercise classes/intramurals/esports center/climbing wall
15. Webpage updates
- a. Moved all bylaws to Bylaws page

- b. Each subcommittee can update their own page with meeting minutes, other content; each chair (or other designee) has access via CMS to edit their own page
- c. Subcommittees should discuss who will be responsible for this (and get the name to Mike P) and what type of content to include

16. Adjourn at 2:56