

AP PD Subcommittee Summer Offsite Agenda

July 8, 2025

Not available: Johanna, Natalie, Ben

Attended: Paul, Steph, Hunter, Liz, Merideth, Evan, Jeremy

- 1.) Membership changes
 - a. New members
 - i. Meredith Fedewa – Writing Center
 - ii. Evan Potter – President’s Office
 - b. HP Liaison
 - i. Lindsey DesAarmo left GVSU on June 16th.
 - ii. Natalie Trent stepping in as interim Talent Management Director and returning as our HR Liaison
 - c. Discussed that 6 of our 9 members term out in 2026, the Executive Committee is aware of this and may extend the terms of one or more members.
- 2.) Highlights of 6/18 Executive Committee meeting
 - a. New EC members
 - i. Fran Golden - EDEO
 - ii. Melanie Rabine-Johnson - AA - CECI, PCE, CoC
 - iii. Bri Slager - Student Affairs
 - iv. Justin Wickenheiser - University Relations
 - b. EC Members leaving
 - i. Jason Cronkrite
 - ii. Dan Vainner
 - iii. Bobby Nielson
 - iv. Mike Przydzial
 - c. EC Officers
 - i. Chair – Justin Melick (return)
 - ii. Vice Chair – Jen Torreano (new)
 - iii. Secretary – Heather Taylor (return)
 - d. Meetings
 - i. Plan to meet 2x/month in person.
 - ii. May alternate locations between AC & GR.
 - iii. Likely Thursdays from 9-10:30 am in person w/ Zoom option.
 - iv. Working on list of whom from SLT/admin they’ll like to meet with.
 1. May drop some SLT to double up on others and/or add AVPs.
 - e. Considering creating a Zoom channel for AP Committee.
 - i. Unsure if this would include separate areas for subcommittees, but would provide an informal place for AP Committee to keep in touch.
- 3.) Subcommittee Officers – will finalize at the July 22nd AP Committee Retreat
 - a. Chair
 - b. Vice Chair
 - c. Secretary
 - d. Current officers: Chair – Paul, Vice Chair – Jeremy, Secretary - Ben
 - e. If not immediate interest, will discuss at AP Committee Retreat on 7/22
- 4.) Additional roles

- a. PEC jobs & compensation evaluation team – Liz, Hunter, Meredith are interested this depending on the time commitment.
 - i. Dr. Shorty is planning in the next 18-24 months to review job descriptions, compensation, benefits, etc. for the entire GV staff.
 - ii. The goal is to determine a baseline on JDs, compensation, and benefits and then create a path forward.
 - iii. Looking forward to having members from across the GV community.
 - iv. Time commitment for this team isn't currently known.
 - v. Will have 1 or more members from the AP Executive Committee as well as preferably a member from Salary & Benefits and PD Subcommittees.
 - b. AP survey overall working committee
 - i. Members of AP Executive Committee, members from campus at large w/ survey/data expertise, and members from Subcommittees.
 - ii. Looking to evaluate AP survey top to bottom and provide recommendations for the survey going forward.
- 5.) AP Survey Results
- a. Initial thoughts/takeaways?
 - i. Are we a programming body or advocate for PD?
 - ii. Management leadership – needing GVSU leadership to have some kind of training.
 - iii. What is the Leading Laker participation breakdown? Can we get analytics from HR?
 - iv. AP PD Leave - <https://www.gvsu.edu/policies/policy.htm?policyId=B1BA4A48-FB9D-9464-D0E13E0715BC3ACD>
 - v. More virtual and more GR.
 - vi. Relevancy to my current job/progression or promotion. Tie each event to core competencies.
 - 1. Be more intentional and possibly provide learning outcomes.
 - b. How to utilize for next year's plans?
 - c. Did we get the info we wanted from our questions? (see attached document)
 - i. Possibly change the incentive question to a list and create a list of possibly PD topics.
 - d. 2-4 bullet points of themes in quantitative and qualitative data to share in survey's executive summary for Dr. Shorty.
 - i. Concern about funding and availability for PD.
 - ii. Concern about not being comfortable filling out the survey.
 - iii. Inequities across depts in how they allow resources (money/time) for PD.
 - 1. Should there be some kind of audit?
 - 2. Is there a way for staff to request funds for PD if their dept doesn't have any?
- 6.) Planning for 2025-2026 PD events
- a. How many events?
 - b. Modalities?
 - i. Mix of in-person and virtual.
 - ii. Possibly record virtual sessions.
 - c. Locations?
 - d. Session lead(s)?

- i. Giving/receiving feedback.
 - ii. Start of the year PD goal-setting session. (March)
 - 1. Help people work on creating their goals for annual eval.
 - 2. Possibly collab w/ HR.
 - 3. Adjuncts have to opt-in for goal setting each year.
 - iii. Use of AI for staff.
 - 1. IT, Provost, AP to have some kind of AI event/training.
 - 2. Possibly a panel discussion for this.
 - 3. AI ambassadors.
- e. AP Social (was in Standale for 2025, GR for 2024)
 - i. Allendale or GR?
 - ii. Venue ideas
- 7.) Other business?
- 8.) Next Meeting
 - a. AP Committee Retreat
 - i. July 22nd from 11 am – 1 pm – LUNCH INCLUDED!!
 - ii. KC 2266 or via Zoom (link in invite)
 - iii. For the whole committee to meet and get plan for year.
 - iv. Should receive Subcommittee charge(s) from the Executive Committee at this meeting.

Notes to share:

Johanna

- I think tapping our networks for interesting people who can teach us interesting things could be a good idea to generate ideas for the coming year. The LAAN (advising) had a physics prof come in to talk about mindfulness at one point – not just how it could help our students, but ourselves as well. If everyone brainstorms at least one person they know (at GV or otherwise) who would be willing to teach something interesting/relevant, we could have some good sessions! (I still have the info on this prof by the way and would be comfortable reaching out if the group thinks that sounds interesting. If not, consider it an example!)
- Some theme suggestions – connection (social, networking, and mentorship), career advancement (professional development, efficient technology), support (networking, work/life balance, flexible schedules).