



AP Committee Meeting Agenda
Thursday, December 9th, 2021, 3:00-4:30p, KC 2270

Group 1	John Offerman, Richard Freehafer
Group 2	OPEN, Dan Vainner
Group 3	Greg Wilson, Justin Melick
Group 4	Kate Stoetzner, Jason Durham
Group 5	Mike Stoll, Sara Wheeler
Group 6	Quincy Williams, Jason Cronkrite
HR Liaison	Mychal Coleman
Provost Liaison	Mary Albrecht

Committee Purpose: *The Administrative Professional Committee is the representative body for AP staff, the purpose of which is: To review and make recommendations on GVSU policies that affect AP staff, to facilitate dialogue between the AP staff and others at GVSU, to consider questions, concerns, and recommendations from AP staff. The recommendations made by the Committee will be reported to the appropriate member of the President’s Cabinet.*

1. Convene and welcome
2. Approval of November meeting minutes
 - a. approved
3. Guest Speaker: President Philomena Mantella
 - a. How do you see our partnership with HBCU/HSI institutions going, and are you familiar with the students who are currently enrolled and their needs? Is there a plan to add both personnel and financial support to this endeavor? We currently lead this consortium out of PCEC which has received little support. Could you speak to your vision and trajectory for this program?
 - i. We are in our first year and have 7 students. It is going well for a first year program but there are 100% things we will have to address. We have a vision for expansion and vision for additional funding. This will help with gaps in tech and help diversify the tech industry. We are hoping to also drive more investment/resources from the business community. The needs for participant students seem to be more intensive than anticipated. “Is there a plan for additional resources to address this?” (question from AP) “I believe resources will follow in this program. Let's think about the model and think of how we can efficiently grow this program and make it work better.” (Response from President).
 - b. What kind of impact should staff expect the new VP of Student Affairs to have on our work and the university?
 - i. We are hoping to make an announcement by the end of next week. We believe this will bring student affairs a seat at the table by elevating the role. We believe collaborations will be strengthened and excited to have this person join SLT. Hopefully more care around staff care and staff development.

- c. Is there a path that could include AP Executive Committee voice(s) on the President's Council? How could we make that happen?
 - i. I have been thinking a lot about this. The President's council is not a fixed thing so it can look different from year to year depending on needs. A place we should begin is once a semester to have this group or selection of this group to meet with the council and discuss items. I would make this commitment and start in winter/spring.
- d. AP staff have both taken on increasing work loads and experienced reductions in staffing, leading to many to feel overworked. Do you have a plan to address this?
 - i. This feeling is universal across the 14 publics in MI. The direction out of this is the right structures and correct communications. No reason we shouldn't have a growth mindset and have the potential to grow.
- e. We all agree that investing in our students is priority #1. However, many staff are feeling there has been a lot of turnover lately, and when that turnover occurs, those open positions are more often filled by externals. Do you see investing in the folks who are here as a priority, and if so, what are you either actively doing or what are your plans in this regard?
 - i. I am a huge supporter of development from within. One of my first conversations with the VP of HR was about this. Working to help create these development tracks. (VP HR will discuss further plans with committee at a future meeting)
- f. The number of new initiatives and immediate priority of all of them makes it difficult to manage and execute at the highest level. Can you provide clarity on what the expected outcomes are on the initiatives and realistic timelines would be?
 - i. There is understanding that a lot is happening but it would be unexpected if that were to slow down. There will be additional funding to follow certain initiatives. We have to have the right strategies and a growth mindset.
- g. Students choose GVSU largely because of its reputation of having small class sizes and personalized instruction. With a push for more online classes, what would you propose that we can hold on to those attributes?
 - i. This is not viewed as a juxtaposition of those attributes. What are the online assets that translate best? Think we'll have to be different than we've been in our online courses/programs and look at where we have interest. We have lots of classes online but very few programs online. We believe we'll continue to live in this hybrid world moving forward and we have not asked to raise course sizes.
- h. There is building talk of athletics going to NCAA Division I. Can you please expand on this?
 - i. The challenge is that NCAA Division II has changed dramatically over the last 10 years. There are only 5 schools of our size left in DII nationally, other schools are all smaller. It is difficult to get other schools to join our conference, the GLIAC, because of the size of GVSU and Wayne. We are currently doing a landscape review but also are actively trying to recruit schools to the GLIAC, of which President Mantella will be chair of next year. We don't necessarily want to make a change but the challenges are real in Division II and we have looked deeply into it. We want to have a full accounting of the landscape and be prepared for what is best for GV. If we did change it would be to the NCAA Division I Football Championship Subdivision (FCS). However, we are not likely to make a change in the middle of such a large disruption to the entire NCAA like the one that is currently occurring.

4. Officer/Liaison Reports

- a. Interim Chair- Dan
 - i. Next meeting: AP Executive Committee with Chris Plouff
 - 1. Will have email convo about topic or questions for Chris
 - ii. Jason Cronkrite to Website
 - 1. Jason is taking over for Dan now that he's interim chair

- b. Vice Chair: Quincy
 - i. Provost Search
 - 1. Hope candidates will be announced by mid January

5. Liaison/Subcommittee Updates

- a. Website: Richard Freehafer/Jason Cronkrite
 - i. No updates
- b. Awards Liaison: Richard Freehafer
 - i. No updates (Richard not present)
- c. PD Liaison: Greg Wilson
 - i. Have not been meeting and chair is no longer with the subcommittee. Greg will work with the group to help get a new chair put in place
- d. S&B Liaison: John Offerman
 - i. Met on Nov. 19th. Had discussions around childcare compared to other universities
- e. SJ Liaison: Kate Stoetzner
 - i. First initiative will be a book club. Announcement placed in the upcoming newsletter
- f. RH 2025 Steering Committee: Mike Stoll
 - i. Will return to us in January to review the revisions
 - ii. Can review updates on the website they are updated weekly
 - iii. Looking at scheduling forum for wider AP staff to have input on the RH 2025 to address support, issues, concerns directly to AP exec group. Look to schedule 2 forums in January
- g. UAS Liaison: Sara Wheeler
 - i. Lots of discussions around RH 2025. Seems to be more support for the wording this time around
 - ii. Enrollment currently 4% down for winter but no concern from Provost's Office at the moment
 - iii. Discussions around covid contingency plans due to variants but no plans to adjust at the moment. Will continue as is.
 - iv. Discussions around previous experience being able to turn into credit
- h. Newsletter: Justin Melick/Kate Stoetzner
 - i. Announce chair change in upcoming letter
 - ii. SJ book notice will be on the letter as well as summary of nov. meeting
 - iii. Will link exec. Summary to AP survey in next newsletter
- i. Human Resources Updates – Mychal Coleman
 - i. No updates
- j. Provost Office Updates – Mary Albrecht
 - i. Commencement help needed
- k. New business
 - i. AP Survey Executive Summary and Data Analysis
 - 1. Recipients/asks?
 - 2. Distribution to AP?

I. Old business

i. Open positions

1. Group 1 & 6: SJ Committee
2. Group 2: Awards & Executive Committee
 - a. Pam Wells to Group 2 Awards
 - b. Group 2 Executive Committee had 3 nominations, Dan will email them to submit a paragraph

ii. Working groups:

1. Survey Team: Dan, Jason, Mike, Jason, Justin-Complete
2. Communication Team: Dan, Jason, Justin, Mike
 - a. Jason, Jason, Justin, John, Richard, Sara-Zoom Meeting 12/10 2pm. All welcome
 - b. <https://gvsu-edu.zoom.us/j/91979069043?pwd=NXViUElRcEtnSVk2T2o1OXliTHJYUT09>

iii. Group designation for new departments

6. Adjourn. Next meeting: Jan 6 SCB 3001. 3-5pm. Chris Plouff

Meeting Schedule 2021-2022

January 6 – Chris Plouff
February 3 – B. Donta Truss
March 3 – Miloš Topić
April 7 – Business Meeting
May – AP Forum

Minutes submitted by Jason Durham.