

**AP Committee Meeting Agenda**

**Thursday, November 4th, 2021, 3:00-4:30p, SCB 3001**

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| Group 1 | John Offerman, Richard Freehafer |
| Group 2 | Marla Wick, 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
	1. Members present: Marla Wick, Dan Vainner, Greg Wilson, Justin Melick, Kate Stoetzner, Mike Stoll, Quincy Williams, Jason Cronkrite, Mychal Coleman, Mary Albrecht
2. Guest Speaker: VP Greg Sanial, Jennifer Schick, Craig Wieschhorster

Use of contingency means there won’t be any mid-year budget adjustment, but we don’t have a lot of contingency remaining. We have “Absorbed budget impacts through sufficient contingency.” Overall, we’ve seen a decrease in overall enrollment and a dip in retention, but we are seeing progress among some targeted populations, including adult learners, graduate students, African American students, and Hispanic students. We are still anticipating a two-year budget impact from the pandemic.

How many non-compliant people? About 1600 haven’t reported vaccination, and about half of those have been unreachable (so unable to verify whether they are vaccinated or not).

HERF: Higher Education Relief Funds—CARES, CRRSAA, ARPA. Federal funds allocated for student financial aid and also used to prep university for covid-related precautions and distance learning adjustments, etc. Financial aid monies have to be distributed to students before the university can tap institutional funds from these federal dollars. Encourage students to contact Financial Aid if they need additional funds. Additional institutional funds will be held in reserve to buffer possible covid impacts in FY22 and to fuel growth. They are not used to plug budget holes because that is not a sustainable strategy.

Are we going D1? GLIAC is crumbling. Not decided but we are looking at the landscape of D2 schools. No decision has been made yet.

How to respond to students who want to know why it costs the same (or more) to attend class online. Quality of education is the same even though the on-campus experience is different.

Will we recover holiday days lost due to timing of Christmas and New Years this year? Yes.

Title IX updates? None beyond what has been widely shared.

1. Approval of meeting minutes from October: Approved
2. Officer/Liaison Reports
	1. Chair- Marla
		1. VPSA Search
		2. SJC demographics request
		3. Next meeting: Large group with President Mantella
	2. Vice Chair: Quincy
		1. Provost Search
3. Liaison/Subcommittee Updates
	1. Website: Richard Freehafer/Dan Vainner: Staffing updated, send minutes from subcommittees to add to.
	2. Awards Liaison: Richard Freehafer
	3. PD Liaison: Greg Wilson: Need a seat for group 5 and 6
	4. S&B Liaison: John Offerman
	5. SJ Liaison: Kate Stoetzner: waiting for demographics, interested in doing some focus groups but no firm plans
	6. RH 2025 Steering Committee: Mike Stoll: President is having leadership huddles throughout the year and into the summer, also holding huddles with RH committee. Discussion about what our process should be for determining what the AP committee endorses. APs have broad concerns about the implementation of the RH plan. Faculty process might provide precedent for us to similarly poll our group to determine whether to issue requested endorsements. We also discussed leaving extra time for committee discussion before determining whether to endorse. We discussed having group representatives request feedback from group APs in some form to inform committee vote. Ask RH committee to give us more time to determine whether to offer an endorsement.
	7. UAS Liaison: Sara Wheeler
	8. Newsletter: Justin Melick/Kate Stoetzner: no update
	9. Human Resources Updates – Mychal Coleman: Will be sharing HR transformation in 4 phases at our next meeting. Mychal will be broadly sharing information with feedback from survey. HR will also be offering training to drive RH.
	10. Provost Office Updates – Mary Albrecht: Two dean searches are underway for Nursing and Health Professions
	11. New business
		1. Group designation for new departments: Group 6
	12. Old business
		1. Open positions
			1. Group 1 & 6: SJ Committee
			2. Group 2: Awards
		2. Working groups:
			1. Survey Team: Dan, Jason, possibly Mike: Working on executive summary of the survey. More people will be invited to contribute to the draft that will eventually be shared with APs broadly.
				1. When should we be sending the letter and to whom? Executive summary by next meeting, request to help write the letter that will accompany it.
			2. Communication Team: Dan, Jason, Justin, Mike
			3. Willing to help: Richard, Greg, John, Kate
			4. Committee goals/liaison communications
4. Adjourn. Next meeting: December 9 (KC 2270): Full AP Committee: AP committee members will be invited to submit anonymous questions, which will then be shared with the president in advance of the meeting.

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.*