

**AP Committee Retreat**

**Thursday, June 18, 2015, 12:00pm**

**2266 Kirkhof Center**

Present:

Jeanne Ferro, Matt Herrema, Monica Johnstone, Kristin Long, Rence Meredith, Tim Marroquin, Brian Merry, Amanda Pitts, Jenna Poll, John Rosick, Cathy Skene, Joshua Stickney, Kathleen Wright

Absent:

Colleen Lindsay-Bailey, Scott Richardson

1. Guest Speaker: Rhonda Lubberts, Associate Vice-President, Institutional Marketing
	1. Rhonda was invited to the retreat to speak to the committee and subcommittee members about the role of institutional marketing and to provide information to equip us to be effective ambassadors for the university.
	2. [www.gvsu.edu/identity](http://www.gvsu.edu/identity) is a comprehensive resource for staff seeking similar information.
	3. Five key messages that we like to convey about Grand Valley are:
		* + We value and achieve academic excellence
			+ We have first-rate faculty
			+ A Grand Valley education provides a great return on investment
			+ We have state-of-the-art facilities
			+ Our locations are outstanding
2. AP Committee Break-out Session
	1. The Awards, Professional Development, and Salary & Benefits Subcommittees convened their start-up meetings separately from the AP Committee (APC).
	2. Regular monthly meetings will be held on the first Friday of each month, from 10:00-11:30 am, with locations to vary—some on the Allendale Campus, others in Grand Rapids.
	3. E-mail was confirmed as the preferred means of communication within the committee.
	4. The APC named the following officers, liaisons, and subcommittees:
		* + Chair: Monica Johnstone
			+ Vice-chair: Colleen Lindsay-Bailey
			+ Secretary: Joshua Stickney
			+ Webmaster: Kathleen Wright
			+ Communications Officer: Jeanne Ferro
			+ Awards Subcommittee Liaison: Brian Merry
			+ Professional Development Subcommittee Liaison: Cathy Skene
			+ Public Safety Committee Liaison: Matt Herrema \*
			+ Salary & Benefits Subcommittee Liaison: Jenna Poll
			+ Awards Luncheon Subcommittee: Brian Merry, Amanda Pitts, Rence Meredith
	5. A list of potential speakers was brainstormed. Names include: Jessie Bernal (scheduled to meet with the APC and any Subcommittee members who are able to attend on August 11th , in 1090 JHZ, from 10:00-11:00), Chick Blue (tentatively scheduled for October meeting), Chris Plouff, Matt McLogan, Kate Harmon, Maddie Cleghorn, Doug Wentworth, Tim Selgo, Keri Becker, Karen Gipson, Andy Beachnau, Carlos Rodriguez, Chris Barbee, Liz Colver, and Matt Boelkins.
	6. A draft of the roles and responsibilities of the APC members was distributed. The main intentions of the document are to stabilize succession as representatives come on and off the committee, and also to inform other AP Staff who may consider representing their colleagues on the committee in the future. The document will be discussed and amended at future meetings.
3. Large-group reconvention
	1. Members from the standing Subcommittees re-joined the APC upon completion of their meetings. Each Subcommittee named their chair for the year:
		* + Awards Subcommittee: Beth Evans
			+ Professional Development Subcommittee: Santiago Gayton
			+ Salary & Benefits Subcommittee: Luanne Brown
	2. Dev Butler will be the new HR liaison to the Professional Development Subcommittee subsequent to Maggie McCrystal’s retirement.
	3. Monica requested communication among the committee chairs regarding guest speakers, so as to avoid the same individual being asked to make multiple appearances.
	4. Agenda items for the APC were suggested:
		* + Updates on the initiatives to address the findings of the 2011 myGVSU Climate Study
			+ Securing APC input for the next climate study
			+ Greater attention on the part of the APC on inclusion and equity issues, e.g. an Inclusion & Equity subcommittee, liaisons between APC and the office of Inclusion and Equity, or some other structure to be determined. We will explore the issue at our August meeting with Jessie Bernal, VP of Inclusion and Equity.
4. Meeting Adjourned. Next meeting: Tuesday, August 11th, 1090 JHZ, 10:00-11:00. Guest Speaker: Jessie Bernal, VP of the Division of Inclusion and Equity. Subcommittee members are invited and encouraged to attend.

\*Post hoc: The Chair asked Tim Marroquin to be the second representative on the Public Safety Committee.