

**AP Committee Meeting**

**Friday, January 8th, 2016, 10:00**

**3001 Seidman College of Business**

Minutes

Present:

Jason Durham (attending for Brian Merry), Matt Herrema, Monica Johnstone, Rence Meredith, Amanda Pitts, Chris Plouff (Provost’s Office representative), Jenna Poll, Scott Richardson (Executive HR representative), Josh Stickney, Kathleen Wright

Absent:

Jeanne Ferro, Colleen Lindsay-Bailey, Tim Marroquin, Brian Merry, Cathy Skene

1. Presentation by Chris Plouff
	* Chris recently became the Assistant Vice President for Student Affairs in the Provost’s Office, prior to which he was both the interim Director of the School of Engineering and the James R. Sebastian Endowed Chair in Engineering Cooperative Education and Educational Development. His new responsibilities include leading the Strategic Planning Committee and serving as the Provost’s representative to the AP Committee.
	* Chris spoke about the process of developing the University’s strategic plan for 2016-2021, which was approved by the Board of Trustees last year. The divisions and colleges were next to draft their plans for achieving the outcomes stated in the university-wide plan, and individual departments are currently developing their own specific plans.
	* Chris described the timeline for Grand Valley’s re-accreditation: Self-study documents are currently being drafted, with a deadline late in 2017. Staff may be asked to provide data and/or examples to help flesh out these documents and support the assertions therein. The process culminates with a site visit by the accreditors in October 2018, with renewal lasting up to ten years.
2. Committee Business
	* Robert’s Rules of Order were suspended for the meeting without objection.
	* Minutes of the December 4th AP Committee (APC) meeting were approved as written.
	* Officer and Liaison Reports (submitted for inclusion in the agenda but not read in the meeting):
		+ APC Chair: Monica
			- University Academic Senate (UAS) accessibility impediment taskforce met on December 11. Monica is serving on the non-classroom working group.
			- Monica reminded the group to submit or solicit at least one nomination each for the AP Awards.
		+ Luncheon Subcommittee: Brian, Amanda, Rence
			- Organizational meeting is scheduled for January 12th.
			- Luncheon is scheduled for April 21st, 11:30-1:00, in KC 2250.
		+ Forum Subcommittee: Monica, Colleen, and Rence
			- Forum is scheduled for May 4th, 11:30-1:00, in KC 2250.
		+ Communications Officer: Jeanne
			- The monthly newsletter will continue to emphasize Awards nominations through March. The March newsletter will begin calling for Forum questions to be submitted through the APC website.
	* General Revision of APC Bylaws
		+ Monica and Colleen are drafting a general revision to the APC bylaws. Discussion centered on revisions to the articles that address the standing subcommittees: the Professional Development Subcommittee (PDS), the Salary and Benefits Subcommittee (SBS), and the Awards Subcommittee (AS). A revised draft will be prepared for the next meeting.
		+ Tentative agreement was reached regarding the following issues:
			- Aligning provisions involving elections and terms of office with the changes previously made concerning these issues for the APC, viz: extending term lengths from two to three years, eliminating term limits, and removing the requirement to choose a vice-chair from among first-year representatives. The language specifying even-year elections for even-numbered groups and odd-year elections for odd-numbered groups was struck.
3. Adjourned at 11:41. The next meeting is scheduled for February 5th, 2016, in JHZ 1100. Our guest speaker will be Matt McLogan, Vice President for University Relations.