

**Administrative/Professional Committee
Regular Business Meeting
September 20, 2006
Kirkhof Center 104 – Allendale Campus**

Present (Group): Betty Schaner (3), Steve Leaser (1), Jennifer Allard (4), Jennifer McCaul (6), James Rademaker (for Kate Stoetzner, Professional Development Chair), David VanderSloot (5), Joseph Blythe (5), Greg Wilson (3), Sue Sloop (4), Steven Lipnicki (6), Scott Richardson (HR), Michelle Burke (4, Chair)

Professional Development Subcommittee Update –

Discussed the True Colors program. MarcQus Wright is advocating this training on communication styles. Two staff are being supported by the Dean of Students Office to attend “train the trainer” session in October. The subcommittee will review True Colors program in November. The subcommittee wants to be informed of new hires as they happen. Michelle Burke sends this out to the subcommittee chairs, who should forward it on to their representatives. Also, one AP committee representative in each group is supposed to coordinate “staff welcomes” with the other three group representatives.

Yesterday’s Excellence Workshop went very well. There were 24 participants at “Get to Know GVSU.” People need to know that this session is different every time it is offered. The next workshops are October 4 and October 17.

Salary and Benefits Subcommittee Update

Dave Smith met with the committee and discussed medical plan and proposed dental plan changes. Cost increases are running about 10% more, but we are staying with the 90/10 split. Improvements are being proposed for the dental plan, which would raise the amount of coverage provided. White composite fillings may be covered. The orthodontic limit may be raised to \$1500. He would like feedback on adult orthodontics. Dental plan improvements were suggested by focus groups before Dave arrived. The increase in premium may be .25-\$3.00 per pay depending on the changes that were made. No changes planned for the voluntary vision plan (the rate may improve). We also got a better rate for long-term disability plan. Refer to the subcommittee minutes for more details. Dave was able to get GVSU better rates on several of our benefits packages.

Open Enrollment – looking at end of October/early November, but it is pending some of the package changes. HR is aware that people need more time to consider options.

Dave is developing a survey about benefits, including voluntary benefits (like legal services, supplemental health insurance, vision, etc.). He wants to do the survey before the calendar year is over. Even though the University doesn’t cover direct costs, there are administrative costs, and we need to see if there is a demand for some of these services.

Construction Planning Committees Updates

MAK Addition --Engineers have been added to planning team. The group is moving forward. This is on hold pending the Library financing.

KC Addition -- The group is making progress, but budgetary constraints are affecting plans. The need for additional conference rooms may not be met with the addition of offices for the Lanthorn, student TV Station, and student Radio Station.

Newsletter Update

Thanks to Jennifer Allard for producing the latest newsletter. We need someone to take on this responsibility and the web site updates while she is on maternity leave. Jennifer McCaul volunteered.

Other Updates

A/P Luncheon --will be the first week of May. Bonnie Maka will secure the room.

Investiture Invitation -- Chair of A/P Committee invited to participate in Platform Party at President Haas' Investiture Ceremony on October 27. Michelle advised the President's Office that all members of the A/P Committee are interested in assisting with the ceremony.

University Leadership Team -- Chair of the A/P Committee invited to participate as a member of the new "University Leadership Team" chaired by the Provost.

University Club follow-up -- the welcome back picnic (before Celebration on the Grand) was a well-attended event (but the fireworks were rained out). Michelle sent feedback to Pat Nanzer and Mick Doxey about how they welcome new members to the club.

New Hire Procedures

Thanks to Greg and Sue who had printed welcome cards prepared and secured new staff gifts (GVSU pen). They also developed an informative handout about the A/P Committee. Group reps should coordinate getting the cards signed and delivering the card, pen, and handout. First New Employee Orientation is September 29.

New Hires Since August Meeting

Gary Hunt -- GROUP 5
WGVU - Underwriting Sales
Manager
Eberhard Center
Start: 8/21/06

Dewoyne White -- GROUP 2
Living Center Director
Housing & Residence Life
STU
Start: 8/22/06

Thomas Bertram -- GROUP 2
Living Center Director
Housing & Residence
STU
Start: 8/24/06

Julie Couturier -- GROUP 6
Accountant - Part-time
Johnson Center for Philanthropy
DeVos
Start: 8/21/06

Lisa K. Miller -- GROUP 6
Coordinator - Student Services
Continuing Education - Holland
Campus -- HOL
Start: 8/6/06

Katie Bauman -- GROUP 5
Parent & Family Prg Mgr -
Development Office
100 CHS
Start date: 9/11/06

MCRI -- Position Statement

Thanks to Steven Lipnicki for drafting the MCRI Position Statement. The committee discussed changes/additions. We will send out draft statement with the September meeting minutes, and encourage feedback from A/P constituents. We will vote on the final position statement at the October meeting.

Our web site should have information about educational links and voter registration. Next month, we will clearly state the position in the minutes, but attach the feedback from constituents.

Visit with President Haas

President Haas visited with the A/P Committee for just over an hour. We were able to give him feedback on his first few weeks on campus and ask him several questions.

Comments from the A/P Committee

We appreciate his visibility and his willingness to get out of his office, meet people all over campus, and attend a variety of events with Mrs. Haas.

There was some concern by staff over the statements made during his first week on the job that mentioned students and faculty were the “Heart & Soul” of the university. What about staff? In our discussion with him, he determined that staff are the “Muscle,” and he intends to use that in future statements.

We discussed the concern that while GVSU is lauded for the Rapid bus service, it falls short for employees and international students because service does not exist during academic breaks. If even a limited service could be implemented to make commuting with mass transit a reality at all times of the year, that would be a step in the right direction.

Questions from Constituents/Committee Members***Will there be opportunities for open forums with A/P staff?***

At his former institution he regularly scheduled “office hours” in which anyone can meet the President. He also answers his own email and encourages communication that way. President Haas welcomes opportunities for the A/P Committee to schedule open forums for staff.

The A/P Committee will work with the Professional Development Subcommittee to schedule an “All-Division Update” early in the Winter semester to provide a large-scale open forum.

To squelch one rumor, President Haas does not drive a Harley Davidson motorcycle!

Are we making GVSU a “research institution?”

We will be a liberal arts university of national distinction.

We need to watch and manage our growth and expectations. Research should involve students. Graduate programs can grow and serve more students, underpinned with a liberal arts perspective. Don’t lose sight of GVSU as a great national liberal arts university.

Predictions or thoughts on where the new library is headed?

The library is a top priority. The President has spoken with three politicians in the last two weeks, and they are helping us move the issue forward. All the other building projects are ready to go, but we need to be patient and make the library happen first.

We need to understand the reality of the politics involved.

Are there plans to expand Grand Valley’s “fleet” of boats?

President Haas was at the 20th anniversary of the Angus and the 10th anniversary of the Jackson. There will be an interesting ribbon cutting from the water side of our new dock at Grand Haven.

What kind of experience do you have in improving health and wellness for students/faculty/staff?

President Haas sets an example of exercising regularly (and plays basketball at the Recreation Center). Health & wellness is physical and mental – the whole person. Whatever we can do to reinforce a healthy learning environment is important.

With managing growth, is there a “magic number?”

He is working with the Provost on strategic enrollment management. Retention is an issue we can improve. Maintaining the current numbers of first-year students, and provide access to students as a public institution. Increase the number of graduate students and out-of-state students. Increase our international presence. Over the next five or six years, we are probably approaching 25,000. We will do this in a deliberate way. We are in a good place to not overrun what we can do well. At previous institutions, he used a six-year window for growth. Here, we might need an eight-year window for deliberate growth.

There has been a steady decrease in enrollment at the Holland campus, do you have any thoughts? He wants to get smarter on this issue and gather more information. The institutional profile during the search included this as an issue and he wants to give this some more attention.

How will we grow Graduate studies?

One question to ask is what about our interactions with Michigan State? Modeling, systems thinking, data-driven strategic thinking towards the future is important. There has been great support from people across the University. He received 45 pounds of paper to review before he arrived on the job. He appreciates everyone giving him the opportunity to learn that we are what we say we are on paper. The first month has been good for him to learn as much as he can about the University.

What are your top priorities?

It is too early to set personal priorities for the University—he needs to learn more. The Board of Trustees was very pleased with Mark Murray and Don Lubbers. We are a very young institution. We want to use our NCA Accreditation as means for our strategic planning. The next year is getting those systems in place, and the accreditation process cuts across the entire institution. We need to do as well as we can in our self-study and subsequent review.

One priority is engaging in Grand Rapids and West Michigan. This region has a great philanthropic nature, and understanding his and Mrs. Haas’ role in that. Understanding the public nature of GVSU and gaining support from our legislators for our students. In New York, the Assemblymen knew who he was.

He is also still getting to know the University and the people who work here.

What has surprised you about our campus environment that we might take for granted?

In a conversation with Tim Schad, he said, “You’re going to be told how good this place is, but drill down and you’ll find it is even better.” And it is true.

A pleasant surprise has been the pride our staff across the campus have in students and the work they do here on campus. He had lunch with the facilities staff, and they talked about the student staff. Food service managers talk about how great the student workers are.

How is Mrs. Haas settling in?

They have had outstanding support with the move. They have moved 14 times over the years, and this has been the best move they've ever had. Lisa Haynes did a wonderful job supporting the move. They feel right at home—Marcia has some family here, and always enjoys coming to events. The kids are coming for Christmas.

Any time you have a question, please send an email to President Haas—he will answer!

The A/P Committee will meet again in December with President Haas. The committee thanks him for his time.

Adjourned 5:12 p.m.

Respectfully submitted,
Michelle Burke