

Chair Notes

Happy winter semester. We completed our review of the AP Survey and have posted [results](#). I must say that overall the trends were almost all positive compared to last year's, which aligns with the vibe that I have felt on campus. Your comments have all been read by the appropriate committee and they found that content extremely valuable. While there are still concerns, acknowledging the progress that has been made is crucial, especially in such a short amount of time. With this optimism in mind, remember:

Optimist: the glass is ½ full

Pessimist: the glass is ½ empty

Excel: the glass is January 2nd

Don't forget to check our [Meeting Minutes](#) to stay up to date across campus, including a meeting with President Mantella in December.

Dan Vainner

Memos and Results

AP Salary & Benefits Subcommittee submitted a [Memo concerning compensation](#) that was approved by the AP Executive Committee and sent to the Senior Leadership Team.

The AP Survey Results, both [Executive Summary](#) and [Quantitative](#), have been posted online.

AP Awards

Nominate a hardworking Administrative Professional (AP) colleague for this year's AP Awards. Nominations in these six categories are now open until 5 p.m. on Friday, February 16, 2024.

- *AP Achievement Award
- *Commitment to Diversity Award
- *Commitment to Students Award
- *Innovation Award
- *Outstanding Team Project Award
- *Service to Community Award

To learn more and nominate an AP colleague, visit the AP Awards website:

<https://www.gvsu.edu/ap/awards/>

AP Forum

The AP Forum is being planned for May 7th from 3-5pm. Stay tuned for further information.

HR Updates

Upcoming Leadership Roundtables

January 30, 2-3 p.m.

Join this interactive discussion led by Katelyn Johnson, Assistant Director of Student Employment. At this well-timed opportunity, we'll discuss common questions related to the supervision of student employees and the Workday transition. We will also touch on the resources available to you for hiring student workers, dealing with difficult situations when they arise, and general best practices. [Register via Sprout.](#)

February 15, 2-3 p.m.

Join this interactive discussion led by Elisa Ortega-Schultz, Employee Ombuds and Natalie Trent, Talent Management Manager to discuss effective feedback in preparation for the upcoming annual performance review discussions. We'll discuss best practices for giving effective feedback, as well as the importance of giving honest and accurate performance evaluations. [Register via Sprout.](#)

“Leading Lakers: Activate” Applications Due January 30

Beginning in March, Human Resources will be offering ongoing and sustainable leadership development programming under the Leading Lakers banner. Programming will ultimately consist of several tiers, with participation in subsequent offerings contingent on completion of prior tiers.

The March cohort will consist of 25-30 individuals participating in a two full days of interactive, in-person sessions, along with participation in monthly small group accountability pods for six months following completion of their in-person programming. All regular, full-time employees (AP, PSS, Faculty, MGS, POAM, COAM, Security Staff) are eligible and encouraged to submit a participation interest form. The *Activate* program is open to any employee who has an interest in growing as a leader regardless of supervisory status.

Activate will take place on the Pew Campus in DCIH 104, March 19 and 26. Pods will meet monthly from April – September. Participation in both days of programming, as well as the monthly pods, is required for completion of the *Activate* program.

To ensure cohorts are representative of our faculty and staff population and due to the limited number of seats per cohort, all that submit a form of interest may not be selected for the upcoming cohort. All individuals interested in participating will have an opportunity to attend a future session. Interest forms must be submitted by January 30, 2024. Cohort participation will be confirmed the week after the deadline. [Submit your interest form](#).

Meet with Gary, Your Work Life Consultant

Gary Atkins is available to meet with all faculty and staff, virtually or in-person, to discuss personal or professional issues impacting wellness. The Work Life Consultant role is powered by [Encompass](#), GVSU's employee assistance program, and is completely confidential. Whether it's work-life balance issues, stress or conflict in the workplace, childcare troubles or more, Gary can listen and help provide tools and resources for whatever you may be experiencing. [Learn more about Gary and schedule an appointment](#).

Financial Sense Series: 4 workshops to navigate your finances in 2024

Alumni Relations is hosting a new Financial Sense series, open to all GVSU faculty and staff, that covers key financial topics, including:

- Financial Basics 101
- 6 Barriers to Investment Success
- College Planning Essentials
- Learning from the Lessons of Time

Sessions will be hosted by Melissa Stewart '09, Founder and Senior Financial advisor at ClearVista Advisors. Sessions occur every Wednesday in February from 12-12:50 p.m., starting February 7. [Learn more and RSVP online](#).