

Administrative and Professional Collaborative Meeting
Minutes
December 7, 2007
MCCS 462

Members Present: Dana Thomas, Sheri Litt, Patty Adeeb, Lynne Crosby, Gary Krupa, Dan Richardson, Jennifer Peterson, Gloria Young, Betsy Davis, June Hall, Amaya Davis, Kathryn Birmingham, Toni Southerland, Mike Reynolds, Denise Norris, and Special Guest, Bill Ganza

1. Welcome - Dana called the meeting to order and welcomed everyone. She discussed the Zoomerang Survey with everyone that we have been working on and asked how we wanted to present results to Dr. Wallace. It was decided to give him the results and mark the top five by percentage.
 - A. Dana introduced special guest Bill Ganza. Bill discussed the Zoomerang results and how the tool works with the group briefly. After discussion of survey results and what he can do to provide us with the top five by percentage, the discussion moved to the next subject.
 - B. Ed Gonzales wasn't present to discuss future surveys.
 - C. Bill Ganza presented information on Leadership Training and requested input from the APC on the training. Bill asked what the APC thinks our needs are for individuals to be trained. Specifically, he discussed people who supervise faculty members and also teach from time to time such as Deans, Associate Deans and Librarians. A discussion ensued within the group indicating we need to form a committee to get meaningful recommendations to Bill. Sheri briefly discussed the certificate programs that went along the lines of what Bill is requesting for some feedback.
3. Approval of Minutes - Previous minutes were provided to everyone, reviewed and corrections made. Once the corrections were recorded they were approved with the changes noted.
4. Annual leave revisions were briefed as to what research had been done in the past and solicited input from everyone as to what the group wants to request of Dr. Wallace. The recommendations include:
 - Excess annual leave rolling over into sick leave up to 40 hours instead of losing it.
 - Request four days of additional annual leave each year.
 - Increase maximum payout of annual leave from 240 hours to 352 hours.
5. Committee Reports:
 - A. Strategic Initiative Council-The next meeting is scheduled for January 15, 2008.
 - B. Student Success Council-Dana provided the update for November, which was prepared by Kim Hardy for review and comment.
 - C. EBAC-No report

- D. Web page – Dan shared the information on the spotlight page on our web site with everyone. Sandra Willis from the Downtown Campus, will be the next person spotlighted.
- E. Health and Wellness – Gary Krupa reported no new business in this area.
- F. APC/FACC Linkage – Betsy Davis briefly discussed what the CEC forwarded. She also reported that FACC December 2nd annual holiday event was a sellout, and Patty Adeeb discussed the upcoming event. Betsy announced that Bill Davis will be the new President of FCCJ's chapter of FACC.
- G. Dana briefed the group on what will be discussed at the EOJ on December 17th with Dr. Wallace and Cabinet. The subjects to be discussed are stage 2 of the SRA, and Chris Arab will be submitting information to the Board for rule definitions. Dana briefly discussed important dates coming up, such as the incentive compensation reception at the ATC on December 13th and the next DBOT meeting will be in the Martin Center January 8th. The last thing discussed was the invitation to attend the networking event of the New Year which will be held at River City Brewing Company on January 10th.

Meeting adjourned at 10:30 a.m.