

**FCCJ Administrative and Professional Collaborative Minutes**  
**Friday, February 13, 2009**  
**9:30 a.m. – 11:00 a.m.**  
**MCCS, Room 443**

Members Present: Maria Butts, Melanie Clark, Lynne Crosby, Bill Ganza, Kimberly Hardy, Sheri Litt, Bob Mark, Katie Meyer-Griffith, Paul McNamara, Denise Norris, Dan Richardson.

1. Sheri Litt began with welcoming everyone to the meeting and thanked Melanie Clark for bringing breakfast. Sheri asked if anyone would like to bring breakfast to the next meeting. Bob Mark volunteered.
2. The minutes were reviewed and no changes were made. Katie Meyer-Griffith moved to approve the minutes and Dan Richardson seconded the motion. The minutes were approved.
3. Coffee and Compensation Event: Sheri shared the information regarding the change in the time of the next APC meeting due to the Coffee and Compensation event. A group (Sheri Litt, Dan Richardson, Kimberly Hardy, Chris Arab, and Elaine Tisdale) met to plan the details of the event. Sheri shared the chart that was created that listed all of the benefits for A&Ps and created a program overview. Sheri shared the flyer that was developed for the event. Dan mentioned that the compensation booklets that we receive each year will be distributed at that time, as well. This session will be followed by a survey in May that will focus on compensation priorities.
4. Legislative Trip: Dan has been working with Susan Lehr to schedule this event. Two timeframes were suggested (March 24-25 and April 7-8). Susan had indicated that there can be up to 12 participants, but would prefer a smaller group of 5-7. Susan would like participants to come in the day before, have dinner at her house where she would give a preview of the next day, and then the following day would be the visit to the legislature. March 24-25 would be the best time, as this is when the committees would be in session; April 7-8 is the other option, though the committees will not be meeting at that time. Sheri asked for volunteers who would be willing to participate. Melanie Clark asked how this would be funded and whether you would need to take personal leave or line of duty. Dan indicated that this would probably be line of duty, and Sheri said she would research the funding options. Sheri will send an e-mail to the APC regarding the trip with more details and see who is able to attend.
5. State College Discussion: Sheri reviewed the A&P session by Dr. Wallace this morning and everyone felt it was a very valuable discussion. There were questions regarding the new state college budget, but this has not been finalized yet. Discussion ensued regarding funding, such as the membership application fee, and other state college entities, such as the GED Academy and library resources. Leadership roles also were discussed.

6. APMs: Sheri discussed an APM to be approved at the board meeting regarding the payment of stipends, which she shared with the APC.
7. Committee Reports:
  - a. Student Success Council: This council has not met this year.
  - b. Webpage: Kimberly Hardy reported that all pages are now updated. The next Spotlight will be Fred Culvyhouse and will appear from March-April 2009, followed by Rick Nelson from May-June 2009.
  - c. Academic Leadership Council: Kim shared the projects the ALC was addressing, including adjunct faculty evaluations, Auto POS, and Course Dictionary issues, among others.
  - d. Professional Leadership and Development: Sheri shared that the HHL series is working well. The cohort has been divided into 4 groups who will meet monthly and every other month a different leader will facilitate the groups. Each group had 5-6 people and will meet on its own to work on a development project.
  - e. Health and Wellness: Sheri shared Judy's report regarding the workshops. According to the surveys at the end of the workshops, all participants felt that the workshops were helpful and the presenters were effective. The next session, *Cooking the Better Way*, is February 20<sup>th</sup>.
  - f. APC/FACC Linkage: No report.
  - g. APC/CEC Linkage: No report.
8. The next meeting is Friday, March 13<sup>th</sup> at 8:30am.

The meeting was adjourned at 11:00a.m.