

IN ATTENDANCE: Jackie Lasch (Co-chair), Kari Makepeace (Council Coordinator), Jos Accapadi, Marie Brady, Daniel Charriez, Chris Christensen, Kris Christian, Mary Beth Clifton, Tom Decker, Sherri Dixon, Misty Ellis, Mike Favorit, Leslie Golden, Kathy Hauser, Chili Heredia, Sonya Joseph, Amy Kleeman, Carmine LaPietra, Alex Larzabal, Mike Lergier, Joe Livingston, Bill Macauley, Elaina Paige, Paul Rooney, Darla Sharpe, Renee Simpson, Patti Smith, Undria Stalling, Adam Talbot, Todd Treece, Rhonda Ulmer

MEETING SUMMARY

I. PROGRESS AND/OR INFORMATIONAL REPORTS REVIEWED

- A. There was an update on College ID's. A committee met to discuss College ID's and set a deadline of March, 2015 for moving the ID card system from Student Development to the Security Offices on the main campuses. The project is ahead of schedule. West, East, Osceola, Lake Nona, and Winter Park Campuses are already up and running. The goal is for all faculty and staff to get College ID's and eventually all students too. The Faculty and Staff College ID's will also serve as an access card, replacing the current key fobs. As new employees are on-boarded, HR will be issuing them one of the new College ID cards. Faculty and staff that currently have ID cards should work to get them transitioned over to the new ID card.
- B. The Council received a brief overview of the 2-hour mandatory training on Responding to an Active Threat (Run-Hide-Fight) which is part of the new Emergency Management Plan. July 10th, 2015 there will be a huge Response to Active Threat training at the West Campus that all faculty and staff are encouraged to attend. Employees will need to register through the Edge to take this training. The final deadline for all training to be completed has not been set as of yet.
- C. The Executive Council's feedback on the Operations Leadership Team Charge and membership was shared. The Executive Council suggested very minor changes to the charge and suggested that an Academic Dean (elected by IAC) and a Faculty member be added to the OLT membership. They also suggested that the OLT review the charge again in 6 months.
- D. An update on Food Services was provided. The Invitation to Negotiate (ITN) was released on December 18, 2014. An evaluation of ITN replies is scheduled to take place in February and a shortlist of the highest ranked firms will be presented to the Board of Trustees for approval at the February 25, 2015 DBOT meeting. It is anticipated that Best and Final Offers will be called for and a final recommendation of award be made in April, with approval by the DBOT in May, 2015.
- E. A brief update was provided on [Revenue Vision](#), Valencia's new contract management software provider. Term agreements, contracts, solicitations, and all of the backup documentation will be available online and the software will allow you to do key word searches to find this information. Everyone will be able to view/review the system beginning on July 1, 2015.
- F. There was a reminder about the reappointment process. If you are considering non-renewal for any employee, please contact HR to discuss. Annual reappointments are due to the DBOT by April, 2015.

II. SUMMARY OF MEETING EVALUATION

The Operations Leadership Team utilized the + / Δ evaluation method. Feedback was as follows:

| + | Δ |
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| Great to hear the changes that are coming as well as those proposed. | Need to call for agenda items 2 weeks prior to meeting. |
| Good information. | Nothing – great meeting, right to the point. |
| Student ID System was very interesting – a step in the right direction. | No suggestions at this time. |
| Run, Hide, Fight Training looks very realistic – looking forward to the training. | Shorten the time of the meeting. We do not need 3 hours for a meeting. |
| Good overview on the Food Services & Revenue Vision Initiatives. | |
| Good presentation from Misty. Concise meeting. | |
| Started on time. Stuck to Agenda. Timely information. | |
| 2:58 PM! Record time. Enjoyed seeing folks from the Security Department presenting. | |
| Timeliness & Clarity of topics. Open conversation/questions allowed. | |
| Updates from Security & on food services. | |
| All of the information presented was very useful. | |

III. NEXT MEETING SCHEDULED

The Operations Leadership Team will be meeting again on February 3, 2015 from 2:00-3:30pm at the District Office in Room 252.