

IN ATTENDANCE: Jennifer Page (Co-chair), Kari Makepeace (Council Coordinator), Terry Allcorn, Marie Brady, Daniel Charriez, Chris Christensen, Mary Beth Clifton, Daryl Davis (Guest), Sherri Dixon, Suzette Dohany, Channing Frazier (Guest), Leslie Golden, Kathy Hauser, Chili Heredia, Jonathan Hernandez, Sonya Joseph, Carmine La Pietra, Alex Larzabal, Mike Lergier, Elaina Paige, Paul Rooney, Jamie Rost, Darla Sharpe, Renee Simpson, Patti Smith, Adam Talbot, Todd Treece, Rhonda Ulmer

MEETING SUMMARY

I. DISCUSSION ITEMS

- A. Daryl Davis, Director of Institutional Research, shared information on college data including where it is housed and the tools we are using to collect data.
1. Data and commonly needed information, including the [Data Request Form](#), can be accessed on the [IR website](#). The following standard reports are currently available:
 - a. [Strategic Indicators Reports](#)
 - Online Student Overview
 - Student Demographics
 - Student Progression
 - b. [Internal Reports](#)
 - Enrollment Reports
 - Fact Books and Fact Sheets
 - c. [External Reports](#)
 - CCSSE
 - IPEDS
 2. The College uses a tool called [SAS Visual Analytics](#) that serves as our Data Warehouse. There are a variety of reports that are generated using this tool including the Credit Registration Report and Courses Worksheet. Employees interested in viewing this data will need to complete a [Data Warehouse Access Request form](#). Supervisor approval is required for general access and AVP approval is needed for access to secure areas. Employees can also submit requests for Data Warehouse reports using the following online form: [Submit Online DW report request](#).

II. INFORMATIONAL ITEMS

- A. Mary Beth Clifton provided information on the transition plan to UnitedHealthcare.
1. Leaders are asked to stay informed and keep employees up-to-date. The most current information will be available in *The Juice* (and *The Grove*).
 2. Important dates to keep in mind are:
 - October 5-16, 2015 – Roadshow Meetings
 - October 19-30, 2015 – **Open Enrollment** – Every employee must actively enroll online for a new health care plan through HR InTouch (a.k.a. BenefitFocus)
 - January 1, 2016 – UnitedHealthcare becomes our health insurance provider

3. UnitedHealthcare Support Tools include:
 - General UHC website (www.WelcometoUHC.com)
 - Dedicated website for Valencia Plan Comparison information (using “metal levels” – Gold, Silver, Bronze), as well as Network Provider Search information.
 - Dedicated phone line for Valencia Plan Comparison information and Network Provider Search information.
4. Alternative resources for dependent coverage include:
 - HealthCare.gov
 - Florida KidCare

B. Sherri Dixon provided an update on the new food services vendor, Food Services Inc (FSI).

1. All dining areas are open and operational (except Starbucks on East Campus).
2. Feedback has been positive.
3. The next phase will be the installation of Avenue C, a state-of-the-art micro-market offering hundreds of snack, beverage and fresh food products, which will be going in at the Public Safety Institute at the end of September/early October.
4. Both West Campus and the Public Safety Institute will have their dining areas redesigned.

III. NEXT MEETING SCHEDULED

The Operations Leadership Team will be meeting again on October 6, 2015 from 2-5pm via Lync or in-person at the District Office in Room 252.

IV. SUMMARY OF MEETING EVALUATION

The OLT utilized the + / Δ evaluation method (via Qualtrics) to provide feedback. Feedback was as follows:

<i>+: What did you like about the meeting?</i>
Stuck to the agenda, wasn't too long. Got in and got out!
Information shared and the ability to ask questions.
I enjoy the sharing done with this team.
Very concise and to the point.
Update on Health Care Coverage
Good information about data and insurance.
<i>Δ: What would you like to see changed?</i>
If there there's any way to get the materials that will be presented sent to us, that may be helpful as we share it with our fellow employees.