

**APT Advisory Committee (APTAC)
Meeting Notes
June 17, 2004**

Members Present:

David Andrus
Diana Barrera
Jimmy Knoum
Barbara Thompson
Sheila Cudd
Vicky Andrews
Denise Simpson

Meeting called to order at 12:02 by Denise Simpson

ISSUE 1: Policy updates

- The Employee Grievance policy is now undergoing final revisions in the Employee Grievance Policy Committee.
 - A final step which brings grievances before the Board of Regents if a resolution cannot be reached has been re-introduced to the policy. Previous drafts had removed the Board from grievance matters unless the President was involved as a grievant or respondent.
- President Garcia has stated that he would like a committee formed to function as a clearinghouse for all new policy changes, thereby fulfilling a duty performed by Vickie Natale alone.
- The Sick Leave Policy is also in a final draft phase.

ISSUE 2: APTAC elections

- The elections for new APTAC members will be completed at the end of June, and the results will be tabulated and announced to all APT members.

Other Business

- **The Budget Committee** is to meet June 24th. All unit directors are asked to submit proposed budgets at this time. Cost-of-living increases are on the agenda. In addition, Joe Alaniz is taking a firm stance on requiring justification on unit budgets for all travel requested for the coming year.
- **The POD Committee** is proposing an increase in funds to \$20,000 for the next budget year. Vicky Andrews requests that APTAC send a memo to Joe Alaniz making a formal request for this increase, on the grounds that POD benefits every employee of the College.

- A draft statement on the proposed **Cost of Living Increase** is distributed to all APTAC members. The statement calls for parity among all employee groups, and that any increase for one employee group should be matched for the rest.
- Denise Simpson announces that **President Garcia** would like to meet with the APT Committee regarding concerns of APT employees. The time and place are not yet set. Simpson asks APTAC to provide suggestions over the following week for topics of discussion at this meeting.
- Vicky Andrews announces that this year's **Convocation** will feature awards for outstanding DMC employees across the various constituency groups, and that programming is also being widened in scope so that all employees might benefit.

Meeting adjourned at 12:48 p.m. by Denise Simpson.