

# ADMINISTRATIVE SERVICES COUNCIL AGENDA

**Wednesday, February 19, 2020**  
**1:00 pm to 2:30 pm**  
**Board Room**

## Membership

Darlene Melby (Chair)	Kent Gross
Jesse Cecil	Cindy Martel
Karen Chandler	Veronica Rivera
Matt Donaldson	Carie Shaffer
Ryan Galbraith	Jeannine Greenslade (Resource)
Melissa Green	Desiree Kaae (Minutes)

### **Committee's Charge:**

*As part of the participatory governance structure and decision-making process of the college, the Administrative Services Council brings together college constituents in a meeting to advise and consult on college-wide issues related to administrative, operations, and facilities services. This group serves in a recommendation capacity through the participatory governance process to the college.*

## **AGENDA**

- |  |   |
|--|---|
| <b>Item 1. Approval of Minutes</b>   | <b>Action (Melby)</b>                                     |
| Minutes of the January 29, 2020 Meeting                                      |   |
| <br>   |   |
| <b>Item 2. Review/Recommend Board Policies and Administrative Procedures</b> | <b>Action (Melby)</b>                                     |
| <u>Board Policy</u>  | <u>Administrative Procedure</u>                           |
| BP 6900  | <i>(no AP 6900, League has option for local language)</i> |
| <br>   |   |
| <b>Item 3. Servitas</b>  | <b>Action (Haugen)</b>                                    |
| <br>   |   |
| <b>Item 4. 2020-2021 Lodge/Meal Rates</b>                                    | <b>Action (Haugen)</b>                                    |
| <br>   |   |
| <b>Item 5. International Student Application Fee Proposal</b>                | <b>Action (Green)</b>                                     |
| <br>   |   |
| <b>Item 6. CQIP Review &amp; Ranking Discussion</b>                          | <b>Action (Melby)</b>                                     |
| <br>   |   |
| <b>Item 7. Open Hearing Administrative Services</b>                          | <b>Information (Melby)</b>                                |
| <br>   |   |
| <b>Item 8. Cost Containment Ideas</b>  | <b>Information (Melby)</b>                                |
| <br>   |   |
| <b>Item 9. Department Reports (2-3 minute each)</b>                          | <b>Information</b>  |
| • Facilities   | <b>(Rivera)</b>   |
| • Bookstore  | <b>(Galbraith)</b>  |
| • Food Services  | <b>(Martel)</b>   |
| • Business Office  | <b>(Gross)</b>  |
| • IT   | <b>(Donaldson)</b>  |
| <br>   |   |
| <b>Item 6. Other</b>   |   |
| <br>   |   |
| <b>Item 7. Adjournment</b>   |   |

Meeting Time and Dates: 3<sup>rd</sup> Wednesday of the Month, 1:00 – 2:30

~~September 18, 2019~~

~~October 16, 2019~~

~~November 20, 2019~~

~~December 9, 2019 (cancelled)~~  
*(changed from Dec 18)*

~~January 29, 2020 (last Wednesday)~~

February 19, 2020

March 18, 2020

April 15, 2020

May ??, 2020 (tentative)

