

# Administrative Support/Management (ASM)

## Agenda

March 18, 2016

(2:00 – 3:00pm)

Board Room

### ASM Members

Les Courtemanche  
Vickie Donaldson  
Elaine Eldridge  
Maria Ferrasci  
Angel Fisher  
Brynn Fogerty  
Ryan Galbraith  
David Gault  
Larry Glenn  
Sheila Grimes  
Kelly Groppi  
Kent Gross  
Benjamin Harris  
Jan Harris  
Eric Houck  
Jan Keen  
Kris Lininger  
Lori Luddon  
Eric Rulofson  
Dawnie Slabaugh  
Connie Warren  
Chris Wehman  
Meghan Witherell  
Stephanie Wroten

1. Approval of the Minutes from January 25, 2016 Meeting
2. Holiday Basket Thank you (Houck)
3. Ellucian Action Plan Update (Houck)
4. Meet & Confer (Houck)
5. ASM Handbook Taskforce (Houck)
6. Classified Staff Day Donation (Houck)
7. Committee reports (via email as needed)
  - a. Governance
    - i. **Board** – Houck
    - ii. **College Council** – Slabaugh, Wehman
    - iii. **President's Advisory Cabinet** – Gross, Houck, Slabaugh, Witherell
    - iv. **Budget Committee** – Gross, Houck, Warren
    - v. **Planning Committee** – Houck, Wroten
  - b. Committees
    - i. **Banner Steering** – Gault, Groppi, Gross, B. Harris, Houck, Keen, Luddon, Witherell
    - ii. **Classified Staff Development** – Groppi, Keen
    - iii. **Curriculum** –
    - iv. **Facilities & Grounds** –
    - v. **Flex** – Donaldson
    - vi. **Foundation** – Slabaugh
    - vii. **Health Benefits** – Courtemanche, Groppi
    - viii. **Program Review** – Houck
    - ix. **Safety** –
    - x. **Web Team** – B.Harris, Houck, Slabaugh
  - c. Councils
    - i. **Diversity Council** – Glenn
    - ii. **Instruction Council** – Donaldson, Eldridge
    - iii. **Student Services Council** – Donaldson, J. Harris, Keen, Witherell, Wroten
    - iv. **Technology Council** – Gault, Glenn, Houck, Wehman
  - d. Taskforces
  - e. Hiring Searches
8. Other