

Administrative Support/Management (ASM)

Agenda

August 11, 2016

(1:30 – 2:30pm)

Board Room

ASM Members

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

1. Approval of the Minutes from June 16, 2016 Meeting
2. Welcome new members (Houck)
3. Insurance Update (Groppi/Houck)
4. Meet & Confer (Houck)
5. ASM Handbook Taskforce (Houck)
6. 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, 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** – Eldridge
 - iv. **Facilities & Grounds** –
 - v. **Flex** – Donaldson
 - vi. **Foundation** – Slabaugh, ????
 - vii. **Health Benefits** – Groppi, Houck
 - viii. **Program Review** – Houck
 - ix. **Safety** – Rulofson, Ferrasci
 - 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
 - i. **ASM Handbook** - Donaldson, Fogerty, Wehman
 - e. Hiring Searches
 - i. **Assistant Director of Student Housing** – Haugen
 - ii. **Food Services Cook** – Luddon
 - iii. **Food Services Assistant** – Wroten
 - iv. **Financial Aid Processing Specialist** – Houck
 - v. **Academic Advisor, General** – Grimes
 - vi. **Academic Advisor, Athletics** – Lininger
 - vii. **Academic Advisor, Upward Bound** – B. Harris
7. Other