

# Administrative Support/Management (ASM) Senate Minutes

August 22, 2019  
(3:00pm –4:00pm)  
Building #1 – Board Room  
College of the Siskiyous  
800 College Avenue  
Weed, CA 96094

ASM Members  
Anderson Moser, Emily  
Daffren, Scott  
Douglass, Barbara  
Eldridge, Elaine (P)  
Ferrasci, Maria  
Fogerty, Brynn (P)  
Freeze, Kim  
Galbraith, Ryan  
Goltz, Debbie (P)  
Greenslade, Jeannine  
Groppi, Kelly (L)  
Gross, Kent (L)  
Harris, Jan  
Haugen, Doug (P)  
Junpradub, Jonathan  
Keen, Angel (P)  
Keller, Wayne  
Kuhlemann, Anne-Marie (P)  
Martel, Cindy  
Miller, Nancy (P)  
Muelrath, Beverly (P)  
Myers, Zach (P)  
Rexford, Nathan (P)  
Rivera, Veronica (P)  
Slabaugh, Dawnie (P)  
Van Alfen, Christina (P)  
Wehman, Chris (P)  
Witherell, Meghan  
Worthington, Samantha  
Wroten, Stephanie

## A. Call to Order

**President Haugen called the meeting to order at 3:00 p.m.**

## B. Roll Call

*The Secretary will take roll. A quorum will be 20% of the ASM Senate membership. No action can be taken without a quorum; however, information items may proceed and are open to the public.*

**14 Members present for initial quorum out of 30. Passed for quorum.**

## C. Agenda Approval

*The ASM Senate will consider any amendments to the agenda. Only changes in the order of the agenda or removal of items from the agenda are allowed. Additions must be in compliance with The Brown Act.*

**1<sup>st</sup> Motion by Myers, 2<sup>nd</sup> Motion by Van Alfen. Motion passes by all.**

## D. Approval of Minutes

*The ASM Senate will consider approval of prior minutes*

**1<sup>st</sup> Motion by Miller, 2<sup>nd</sup> Motion by Myers - Motion passes by all.**

## E. Public Comment

*This segment of the meeting is reserved for persons desiring to address the College of the Siskiyous ASM Senate on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The ASM Senate may briefly respond to statements made or questions posed, however, for further information, please contact the ASM President for the item of discussion to be placed on a future agenda. (Brown Act §54954.3)*

**No Public Comments**

## F. Unfinished Business

1. Committee/Council assignments | Haugen  
*Senators will review and sign up for vacant positions on committees and councils.*

**The assignments are ready to send to councils for inclusion in their rosters.**

## G. New Business

1. ASM Scholarship | Groppi  
*Senators will consider awarding the scholarship off cycle in 19-20 and requesting the COS foundation award the ASM Scholarship of \$300 per year, based on the criteria established.*

**Slabaugh – Dawnie reported that Kelly & Jeannine met and are proposing an email go out with the scholarship information for the 2019/20 academic year.**

**It was moved and seconded (Slabaugh/Miller) to open up the application period**

**for the ASM Scholarship for 2019/20 to be awarded using the Foundation's scholarship application and set the timeline to be returned by mid-September. The service and recognition committee will review the applications and decide on the recipient. Motion carried unanimously.**

2. Future meetings | Haugen  
*Senators will review future meeting dates:*  
September 18, 2019      November 20, 2019  
October 23, 2019              December 18, 2019

**The future meetings were reviewed as listed.**

#### **H. Executive Committee Report**

*President, Vice President, Secretary, Treasurer, Immediate Past President will each provide a one (1) minute update related to activities for each office.*

**President Haugen – He will be attending the Presidents Think Tank meeting on August 26<sup>th</sup>.**

**No other reports were given.**

#### **I. Committee/Council/Senate Reports**

*ASM Representatives will provide one (1) minute update on activities of each committee, council or senate. Future agenda items may be needed*

##### ASM Committee(s)

**Service and Recognition Committee** – Slabaugh, Greenslade, Eldridge, Groppi (ASM treasurer)

- **No report given**

##### Participatory governance

**Board** – (1) Haugen

**Haugen - The Board meeting was attended by Stephanie Wroten and it was short but good.**

**College Council** – (2) Wroten, Wehman

**Wehman - College Council and IPB had their joint meeting on the 22<sup>nd</sup>. They reviewed and approved the final budget and moved it on to the Board.**

**Integrated Planning and Budget (IPB)** – (2) Van Alfen, Rivera

**(See above)**

**Instruction Council** – (2) Daffren,

**General - No meeting yet.**

**Administrative Council** - (1) Rivera

**Rivera - No meeting yet.**

**Student Services Council** – (2) Wroten, Van Alfen

**Val Alfen - No meeting yet.**

##### Committees/Councils/Senates

**Academic Senate** - (1) Wroten

**Classified Senate** – (1) Wehman

**Curriculum** – (1) Eldridge

**Distance Learning** – (1) Kuhleemann

**Diversity Council** – (unlimited) Muelrath, Wroten, Douglass

**Foundation** – (1) **Slabaugh - Foundation met last Tuesday. Lots of activities coming up: Back-to-School BBQ on Friday, Scholarship dinner on 9/14; Eagles Nest Meet & Greet 9/16, Craft fair registration opens first week of September; car show this weekend in Weed**

**Health Benefits** – (2) Wehman, Eldridge

**Safety** – (1) Meyers **AQI Monitors have been installed but now they're waiting on IT to get it connected.**

**Technology Advisory Committee (TAC)** – (2) Haugen, Groppi

**Web Team** – (2) Keller, Slabaugh

**J. Communication from the Floor**

*This time is reserved for any Senate members to make announcements on items not on the agenda. A time limit of two (2) minutes per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.*

**Angel Keen – COS has a corporate membership with Weed Rotary and they are looking for help with the Oktoberfest. They meet Thursdays from 12-1 p.m.**

**K. Adjournment**

**1<sup>st</sup> Motion was made by Van Alfen, 2<sup>nd</sup> Motion was made by Keen. Motion was approved by all. Adjournment at 3:30 p.m.**