

Administrative Support/Management (ASM) Senate

Minutes

September 18, 2019

(2:30pm –4:00pm)

Building #1 – Boardroom

College of the Siskiyous

800 College Ave

Weed, CA 96094

ASM Members

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

A. Call to Order

President Haugen called the meeting to Order at 2:34pm

B. Roll Call

15 Senators were present and a quorum is established.

C. Agenda Approval

Motion: Van Alfen, Second: Rivera

Motion passed. (14 ayes, 1 nay)

D. Approval of Minutes

Motion: Groppi, Second, Muelrath

Motion passes (15 ayes)

E. Public Comment

There were no members of the public present

F. Unfinished Business

1. Committee/Council assignments | Haugen

Van Alfen moved from Student Services to Instruction Council, Rexford took up Student Services council. Slabaugh announced that foundation board meets 1.5 hours once each month.

2. ASM Scholarship | Groppi

10 minutes | Action

Motion: Groppi, second Van Alfen (motion passes)

Motion passes (15 ayes) approving nominee for the 19-20 ASM scholarship for \$300. – a photo opportunity will be planned. Additional discussion identified that the Service and recognition committee would recommend criteria for the scholarship.

G. New Business

1. Holiday Food Baskets | Groppi

The Service and Recognition committee will begin planning for the annual holiday food basket and bring spending requests back to the Senate

2. Health Benefits Plan updates | Haugen

Haugen showed the proposed health plans on the monitor and Groppi remind everyone that the Open enrollment period is September 15- September 30.

3. Contributing to Student Events | Wroten

Vice President Wroten requested ASM donate \$150 to a foundation fund that would be used when employees participate in student events which use restricted funds.

Pro: This avoids potential audit findings if non-students are benefiting from restricted funds. This opportunity foster employee and student interaction.

Con: Using group funds for individual benefit may not be the best use of ASM funds. Also asking non-students for donations or to not participated is awkward.

4. Future meetings | Haugen

Senators will review future meeting dates:

October 23, 2019

November 20, 2019

December, 18, 2019

H. Executive Committee Report

5 minutes | Information

Haugen reported Dr Schoonmaker had invited all organizations presidents to meet. he first meeting was introducing the meeting as a think tank and leadership development.

Groppi reported that ASM account has a balance of \$3,323.00.

I. Committee/Council/Senate Reports

20 minutes | Information

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)

Participatory governance

Board – (1) Haugen

The Board approved the final budget, Keller's, retirement was announced, and a student housing feasibility study is being conducted by a third party.

College Council – (2) Wroten, Wehman

AP 2510 – participatory governance for non-financial decisions is being considered – look for a future agenda item.

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

IPB is considering if they have a balanced membership

Instruction Council – (2) Daffren,

Administrative Council - (1) Rivera

Student Services Council – (2) Wroten, Van Alfen

Committees/Councils/Senates

Academic Senate - (1) Wroten

Membership on the Guided Pathways Pillars was approved

Classified Senate – (1) Wehman

Curriculum – (1) Eldridge

Distance Learning – (1) Kuhlemann

Support for training of faculty using distance learning was confirmed

Diversity Council – (unlimited) Muelrath, Wroten, Douglass

Membership of the diversity council is changing – stay tuned

Foundation – (1)

Health Benefits – (2) Wehman, Eldridge

Safety – (1) Meyers

Trips and falls were reviewed at the meeting. Members of ASM engaged in a conversation about how to treat accidents that did not require the ambulance, but also were more involved than a band aid. There was no clear consensus about which individual or department had responsibility. example: a cut requiring a couple of stitches.

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

Web Team – (2) Keller, Slabaugh

J. Communication from the Floor

There were no announcements from Senators

K. Adjournment

The meeting adjourned at 3:30pm