

Administrative Support/Management (ASM) Senate

Mintues

December 17, 2019

(1:30pm –3:00pm)

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
	Galbraith, Ryan
	Goltz, Debbie
√	Greenslade, Jeannine
√	Groppi, Kelly
	Gross, Kent
	Harris, Jan
√	Haugen, Doug
	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** 1:30pm
President Haugen called the meeting to order at 1:32pm
- B. Roll Call** 2 minutes | Action
President Haugen called role and with 13 members presents the quorum requirements were met.
- C. Agenda Approval** 2 minutes | Action
Senator Slabaugh Moved and Senator Groppi seconded to approve the agenda. The motion was approved.
- D. Approval of Minutes** 2 minutes | Action
Senator Fogerty Moved and Senator Rivera seconded to approve the minutes from the November 20, 2020 minutes. The motion was approved
- E. Public Comment**
There were no comments from the public.
- F. Unfinished Business**
- ASM Scholarship | Groppi** 10 minutes | Action
Senator Wehman Moved and Senator Martel seconded to approve the ASM Scholarship criteria presented by Senator Groppi on behalf of the Service and Recognition Committee members. The motion was approved.
 - Holiday Food Baskets | Groppi** 3 minutes | Action
Senator Groppi reported that 46 students had been nominated for food basket and that a few were still waiting to be picked up. Senator Groppi reported that they had received approximately \$2200 in donations to support the holiday food baskets. Additional discussion determined that in 2020 there would be a sign up list to help share the volunteer effort as only 6 ASM members were able to help in 2019.
- G. New Business**
- ACCJC Midterm report | Dr. Perlas** 10 minutes | Action
Senator Miller Moved and Senator Slabaugh seconded to approve the ACCJC Midterm report. Dr Perlas and Senator Rexford presented a draft of the Colleges midterm report. Senators were able to ask questions and make recommendations. Dr Perlas welcomed additional feedback and pointed members of the Senate to the Instruction office website to view a copy of the report. The motion was approved.
 - Policies & Procedures recommendations | Haugen** 10 minutes | Action
Senators considered the language in BP 7240 – Confidential employees. The Senate determined that members should review other colleges language in BP 7240 and bring suggestions back to January ASM senate meeting.
 - Executive officer replacement | Haugen** 5 minutes | Action
Senator Rexford Motioned and Senator Miller seconded to approve the nomination of Veronica Rivera as the secretary of the ASM Senate for the remainder of the 19-20 term.
 - Future meetings | Haugen** 1 minutes | Information
Senators will review future meeting dates:
January 22, 2020 February 19, 2020 March, 18, 2020
April, 22, 2020 May, 20, 2020
- H. Executive Committee Report** 5 minutes | Information
President, Vice President, Secretary, Treasurer, Immediate Past President will each provide a one (1) minute update related to activities for each office.

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

College Council – (2) Wroten, Miller

Senator Miller reported that College council approved the Injury Illness Prevention Program for the district which included new legislation that all college employees are to receive annual sexual harassment awareness training. College Council is also seeking cost containment ideas. Senator Miller suggested an item be added to the ASM senate agenda.

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

Senator Rivera reported on a pilot project called “pack-it-in-Pack-it-out” that will require students and staff to use the centralized trash bins as a labor saving idea. Senators also learned that the faculty presented an unranked list of recommendations to fill faculty vacancies. All the positions were deemed important by the faculty was the message communicated.

Instruction Council – (2) Daffren, Van Alfen

Administrative Council - (1) Rivera

Student Services Council – (2) Wroten, Rexford

Committees/Councils/Senates

Academic Senate - (1) Wroten

Classified Senate – (1) Wehman

Curriculum – (1) Eldridge

Distance Learning – (1) Kuhlemann

Diversity Council – (unlimited) Muelrath, Wroten, Douglass

Foundation – (1)

Health Benefits – (2) Wehman, Eldridge

Safety – (1) Meyers

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.

K. Adjournment

Senator Rexford Moved and Senator Martel Seconded for the meeting to Adjourn at 2:55pm. The motion was approved.