

# ADMINISTRATIVE SERVICES COUNCIL AGENDA

**Wednesday, February 21, 2018**  
**12:30 to 2 p.m.**  
**Board Room**

Darlene Melby (Chair)  
Jesse Cecil  
Jodi Dawson  
Jim Gilmore  
Melissa Green  
Kent Gross  
Wayne Keller  
Jesse Mullins  
Doran O'Donnell  
Eric Rulofson  
Carie Shaffer  
Calvin Wagner  
Chris Wehman

## ***Committee's Charge:***

*The Administrative Services Council...*

## **Regular Agenda**

- Item 1. Committee Charge**
- Item 2. Committee Goals**
- Item 3. Department Reports (IT, Business Office, Bookstore, Facilities, Food Services)**
- Item 4. Program Review & CQIP for Administrative Services areas**
- Item 5. Administrative Procedure Review**
  - AP 3810 – Claims Against the District
- Item 6. Board Policy Review**
  - No items to present
- Item 7. Other**
  - Meeting Dates: Third Wednesday, 12:30 to 2 p.m., Board Room**
  - March 21, 2018
  - April 18, 2018
  - May 16, 2018
- Item 8. Adjournment**