

ADMINISTRATIVE SERVICES COUNCIL AGENDA

Wednesday, October 17, 2018
1:00 pm to 2:30 pm
Board Room

Members

Darlene Melby (Chair)
Jesse Cecil
Jodi Dawson
Ryan Galbraith
Melissa Green
Kent Gross
Wayne Keller
Cindy Martel
Jesse Mullin
Eric Rulofson
Carie Shaffer
Desiree Kaae (Minutes)

Committee's Charge:

*As part of the governance structure and decision-making process of the college, the Administrative Council brings together college constituents in a meeting to advise and consult on college-wide issues **related to administrative and operation services**. This group serves in a recommendation capacity **through the governance process** to the college.*

Regular Agenda

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|---------|---|---------------------|
| Item 1. | Approval of Minutes | Action (Melby) |
| | • Minutes of the September 26, 2018 Meeting | |
| Item 2. | Decision-Making Guide for College of the Siskiyou | Information (Melby) |
| Item 3. | Department Reports | Information |
| | • Facilities | (Rulofson) |
| | • Bookstore | (Galbraith) |
| | • IT | (Keller) |
| | ○ Technology Master Plan | |
| | • Food Services | (Martel) |
| | • Business Office | (Gross) |
| Item 4. | Cost Containment Activity or Ideas | Discussion (Melby) |
| Item 5. | College Council Activity | Information (Melby) |
| Item 6. | Other | |
| Item 7. | Adjournment | |

Meeting Time and Dates: 3rd Wednesday of the Month, 1:00 – 2:30

September 19, 2018 rescheduled	February 20, 2019
September 26, 2018 4 th Wednesday	March 20, 2019
October 17, 2018	April 17, 2019
November 21, 2018	May 15, 2019
December 19, 2018	