

ADMINISTRATIVE SERVICES COUNCIL AGENDA

Wednesday, December 5, 2018
1:00 pm to 2:30 pm
DLC 4

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.

AGENDA

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| <p>Item 1. Approval of Minutes</p> <ul style="list-style-type: none"> • Minutes of the October 17, 2018 Meeting | <p>Action (Melby)</p> |
| <p>Item 2. Student Short-Term Emergency Loan</p> | <p>Information (Green)</p> |
| <p>Item 3. Enrollment Management Committee - Report</p> | <p>Information (Green)</p> |
| <p>Item 4. Department Reports</p> <ul style="list-style-type: none"> • Facilities • Bookstore • Food Services • Business Office • IT | <p>(Rulofson)
 (Galbraith)
 (Martel)
 (Gross)
 (Keller)</p> |
| <p>Item 5. Planning Day</p> | <p>Information (Melby)</p> |
| <p>Item 6. Cost Containment Activity or Ideas</p> | <p>Discussion (Melby)</p> |
| <p>Item 7. College Council Activity</p> | <p>Information (Melby)</p> |
| <p>Item 8. Other</p> | |
| <p>Item 9. Adjournment</p> | |

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 rescheduled	May 15, 2019
December 5, 2018 rescheduled from 12/19/18	