

ADMINISTRATIVE SERVICES COUNCIL AGENDA

Wednesday, May 15, 2019
1:00 pm to 2:30 pm
Board Room

Members

Darlene Melby (Chair)	Kent Gross
Dayna Avery	Wayne Keller
Jesse Cecil	Cindy Martel
Jodi Dawson	Veronica Rivera
Ryan Galbraith	Carie Shaffer
Melissa Green	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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|----------------|--|---|
| Item 1. | Approval of Minutes | Action (Melby) |
| | <ul style="list-style-type: none"> • Minutes of the April 17, 2019 Meeting | |
| Item 2. | CQIP Rankings | Information (Melby) |
| Item 3. | Department Reports | |
| | <ul style="list-style-type: none"> • Facilities • Bookstore • Food Services • Business Office • IT | <p>(Rivera)</p> <p>(Galbraith)</p> <p>(Martel)</p> <p>(Gross)</p> <p>(Keller)</p> |
| Item 4. | Institutional Master Plan | Information (Melby) |
| Item 5. | 2018-2019 Standing Committee Annual Report & Evaluation | Information (Melby) |
| | <ul style="list-style-type: none"> • AP 3250 Institutional Planning and Evaluation <i>(for reference)</i> • Shared Governance Committee Survey 2019 • Shared Governance Disaggregated 2019 - By Committee and Employee Classification • Administrative Services Council - Annual Report & Evaluation - Survey Results – 2019 • Copy of 2017-2018 Standing Committee Annual Report & Evaluation <i>(for reference)</i> • Draft of 2018-2019 Standing Committee Annual Report & Evaluation | |
| Item 6. | Cost Containment Activity or Ideas | Discussion (Melby) |
| Item 7. | College Council Activity | Information (Melby) |
| Item 8. | Other | |
| Item 9. | Adjournment | |

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

September 19, 2018 <i>rescheduled</i>	February 20, 2019 <i>canceled</i>
September 26, 2018 <i>4th Wednesday</i>	March 21, 2019 <i>(changed from March 20, 2019)</i>
October 17, 2018	April 17, 2019
November 21, 2018 <i>rescheduled</i>	May 15, 2019
December 5, 2018 <i>rescheduled from 12/19/18</i>	