ADMINISTRATIVE SERVICES COUNCIL
AGENDA

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**Wednesday, January 29, 2020
12:00 pm to 2:00 pm
Board Room**

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Membership

Darlene Melby (Chair)	Kent Gross
Jesse Cecil	Cindy Martel
Jodi Dawson	Veronica Rivera
Matt Donaldson	Carie Shaffer
Ryan Galbraith	Jeannine Greenslade (Resource)
Melissa Green	Desiree Kaae (Minutes)

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Committee's Charge:

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

AGENDA

Item 1. Approval of Minutes   **Action (Melby)**
     Minutes of the November 20, 2019 Meeting

Item 2. Review or Recommend Board Policies and Administrative Procedures   **Action (Melby)**

Board Policy	Administrative Procedure
(no League BP 6310)	AP 6310 *(new)*
(no League BP 6315)	AP 6315 *(new)*
BP 6100 *(returned from College Council)*	*(AP 6100 approved at CC)*
BP 6150	**AP 6150**
(no League BP 6305)	**AP 6305**
(no League BP 6365)	**AP 6365**
BP 6540	**AP 6540**
BP 6620	**AP 6620**
BP 6800 (approved at CC)	**AP 6800** *(returned from College Council)*
BP 6900	*(no AP 6900, League has option for local language)*

Item 3. 2020-21 Budget Timeline   **Action (Melby)**

Item 4. 2020-21 Non-Resident Tuition Fee   **Information (Gross)**

Item 5. 2019-20 320 P1 FTES Report   **Information (Gross)**

Item 6. Facilities Master Plan (update)   **Information (Rivera/Melby)**

Item 7. Cost Containment Ideas
     • **Pack It In – Pack It Out Initiative**   **Information (Rivera)**

Item 8. Department Reports   **Information**
     • **Facilities**   **(Rivera)**
     • **Bookstore**   **(Galbraith)**
     • **Food Services**   **(Martel)**
     • **Business Office**   **(Gross)**
     • **IT**   **(Donaldson)**

Item 6.   Other

Item 7.   Adjournment

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

~~September 18, 2019~~	January 29, 2020 *(last Wednesday)*
~~October 16, 2019~~	February 19, 2020
~~November 20, 2019~~	March 18, 2020
~~December 9, 2019 *(cancelled)*~~	April 15, 2020
	May ??, 2020 *(tentative)*