

# Administrative Support/Management (ASM) Senate

## ASM Members

*Agenda*  
**April 21, 2021**  
 (3:00pm – 7:00pm)

Zoom: Meeting ID  
<https://siskiyous-edu.zoom.us/j/91280639349>

Anderson Moser, Emily
Clark, Suzie
Donaldson, Matt
Douglass, Barbara
Ferrasci, Maria
Galbraith, Ryan
Goltz, Debbie
Greenslade, Jeannine
Groppi, Kelly
Gross, Kent
Haugen, Doug
Kaae, Desiree
Keen, Angel
Kuhlemann, Anne-Marie
Martel, Cindy
Matheson, Andrew
Michelon, Max
Miller, Nancy
Muelrath, Beverly
Myers, Zach
Rexford, Nathan
Rivera, Veronica
Slabaugh, Dawnie
Tiscareno, Ryan
Toney, Austin
Van Alfen, Christina
Weatherton, Joe
Wehman, Chris
Weston, Regina
Witherell, Meghan
Worthington, Samantha
Wroten, Stephanie

- A. Call to Order** 3:00pm
- B. Roll Call** 2 minutes | Action  
*The Secretary will call the roll. A quorum will be 20% of the ASM Senate membership. No action can be taken without a quorum; however, information items may proceed and are open to the public.*
- C. Agenda Approval** 2 minutes | Action  
*The ASM Senate will consider any amendments to the agenda. Only changes in the order of the agenda or removal of items from the agenda are allowed. Additions must comply with The Brown Act.*
- D. Approval of Minutes** 2 minutes | Action  
*The ASM Senate will consider approval of prior minutes*
- E. Public Comment**  
*This segment of the meeting is reserved for persons desiring to address the College of the Siskiyous ASM Senate on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The ASM Senate may briefly respond to statements made or questions posed, however, for further information, please contact the ASM President for the item of discussion to be placed on a future agenda. (Brown Act §54954.3)*
- F. Unfinished Business**
  - 1. Policies & Procedures recommendations | Rexford 5 minutes | Information  
*Senators will hear updates on the progress of changes to BP 7240 – Confidential Employees.*
- G. New Business**
  - 1. Administrative Professionals Day | Haugen 2 minutes | Information  
*Senators will recognize Administrative Professionals Day.*
  - 2. 2021-2022 ASM Officer Nominations | Haugen 10 minutes | Information  
*Senators will nominate officers for the 21-22- executive board includes President, Vice President, Secretary, Treasurer. The Past-President position is filled by the most recent Senate President. Per the ASM Bylaws If more than one Senator is nominated for a position voting at the May meeting will determine the outcome.*
  - 3. Hiring Prioritization Processes | Haugen 10 minutes | Information  
*Senators will review Faculty Hiring prioritization timelines and consider what adopting a similar model for ASM would look like.*
  - 4. Future meetings | Haugen 1 minutes | Information  
*Senators will review future meeting dates:  
 May 19, 2021 June 16, 2021*
- H. Executive Committee Report** 5 minutes | Information  
*President, Vice President, Secretary, Treasurer, and Immediate Past President will each provide a one (1) minute update related to activities for each office.*

**I. Committee/Council/Senate Reports**

20 minutes | Information

*ASM Representatives will provide one (1) minute update on activities of each committee, council, or senate. Future agenda items may be needed*

ASM Committee(s)

**Service and Recognition Committee** – Slabaugh, Greenslade, (vacancy) , Clark (ASM treasurer)

Participatory governance

**Board** – (1) Haugen

**College Council** – (2) Kaae, Anderson-Moser

**Integrated Planning and Budget (IPB)** – (2) Van Alfen, Rivera

**Instruction Council** – (2) Van Alfen, Weston

**Administrative Council** - (1) Rivera

**Student Services Council** – (2) Wroten, Rexford

Committees/Councils/Senates

**Academic Senate** - (1) Wroten

**Classified Senate** – (1) Wehman

**Curriculum** – (1) vacant

**Enrollment Management** – (2) Witherell, Weston

**Distance Learning** – (1) Kuhlemann

**Equity, Social Justice, Inclusion Council** – (unlimited) Muelrath, Wroten, Douglass

**Foundation** – (1) Anderson-Moser

**Health Benefits** – (2) Wehman, Kaae

**Safety** – (1) Meyers

**Technology Advisory Committee (TAC)** – (2) Haugen, Wroten

**J. Communication from the Floor**

*This time is reserved for any Senate members to make announcements on items not on the agenda. A time limit of two (2) minutes per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.*

**K. Adjournment**