



Administrative Services Council Meeting Agenda

DATE: June 24, 2024

TIME/LOCATION: 10:00 am Founders Room and via Zoom

Roll Call:

	Chris Clark		Rebecca Wilson
√	Dwayne Fehrenbacher	√	Lindsay Johnson
√	Cheryl Cummins	√	Christina Wright
	Stacy Simpson		Ginger Harner
	Michelle Williams		
√	Jesse Smith-Fulia (Zoom)		
√	Lisa Meyer		

√ indicates attendance, leaving blank indicates absent

I. Call to Order: Meeting was called to order at 10:06 am

II. Approval of Minutes from: April 24, 2024 meeting. May Meeting was canceled due to quorum not being met. Motion made by Cheryl, 2nd by Lisa

III. Additions to the Agenda: No additions were made

IV. Team Updates:

Business & Finance

- No updates were brought before the council

Facilities Team (for FY24, includes the Safety Risk Management and the Technology Team)

- Develop a Request to transfer office form
- IGEN Report
- Disc Golf Baskets have been delivered

Administrative Services Leadership Team

- No updates were brought before the council

V. Items to Discuss:

- Policy A5200 discussed, revised, and motion made by Dwayne and 2nd by Christina to move policy to Executive Council - motion carried
- Policy A5500 discussed, renamed, removed A5500.10 (Travel on College Business) and relocated to A5200. Motion made by Christina and 2nd by Lisa to move policy to Executive Council - motion carried
- Policy A6100 discussed, revised, and motion made by Christina and 2nd by Lisa to move policy to Executive Council - motion carried
- Policy A7300 discussed, revised, and motion made by Dwayne and 2nd by Lisa to move policy to Executive Council - motion carried

VI. New Business: No new business was brought before the council

VII. Adjournment: Motion was made to adjourn at 11:05am by Christina and 2nd by Lisa.

VIII. Next Meeting: Monday, July, 15, 2024 at 10am in Founders Room