

Administrative Services Council
Minutes
Tuesday, November 8, 2016, 2:00 p.m.
D-129

MEMBERS

Name	Representing	Present	Absent
Alfred Muñoz	Administration	X	

Suzie Payne	Interim Controller	X	
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CALL TO ORDER & INTRODUCTIONS

Alfred Muñoz

Meeting called to order at 2:03 p.m.

ACTION ITEMS

1. Consider approval of minutes from the May & September 2016 meetings

Alfred Muñoz

Maggie Melone asked if there are recycling containers located at the Alisal campus; Joseph Reyes confirmed there are none. Maggie requested a correction be made to the unapproved September minutes to reflect such. With the understanding the correction would be made: Motion to approve (Jon Selover) the September 2016 minutes; Second (Maggie Melone). September 2016 minutes unanimously approved.

Motion to approve the May 2016 minutes (Terri Pyer); Second (Jon Selover). May 2016 minutes unanimously approved.

2. Review and consider approval of revised ASC handbook

Alfred Muñoz

Terri reviewed the policy and related procedures documents which will be routed to employee groups

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success. }