

# ACC Meeting Name: Administrative Services Council

Draft 5/8/2008

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**Date:** April 17, 2008      **Time:** 1:30 pm  
**Chair:** Ben Ferrell      **Location:** SVC, Rm 168

**Attendees:**

Present: Bel Smith, Ben Ferrell, Bill Mullane, Gerry Tucker, Leigh Kilman for Julie Todaro, Linda Welsh, Lisa Buck, Neil Vickers, Susan Thomason

Adjunct Faculty Present: Jim Nelson

Student Government Association Present: Christine Sattler

Also attending: Joe Winer, Business Services

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## Minutes

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**Agenda item:** Minutes – February 21, 2008      **Presenter:**

**Discussion:**

Approved.

**Decision/Actions:**

Follow-Up items	Person responsible	Deadline
✓ Will post to web.	Phyllis Kalz	

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### Committee Reports / Other

**Committee:** Sustainability Committee      **Presenter:** Ben Ferrell

**Discussion:** Establishment of Committee

Proposed creation of a sub-committee of the ASC on recycling and sustainability. ASC approved the creation of a sustainability committee as a sub-committee of the ASC. Official name of this committee to be determined.

Review of recycling contract would be the committee's first priority. The committee is to work with campus managers on recycling issues. Committee will be represented by all associations.

Need representatives from Classified, Professional-Technical and Adjunct Faculty Assoc.

Use of Styrofoam cups – [Christine Sattler] requested review of food vendor contract and possibly ACC survey the student body/employees to see if they would like to see recycled cups used by our contract vendors.

Business Office will check with Simon's Café and see if owner would be able to make the change from Styrofoam to recyclable material. Will also check on cost factor to student body/employees.

Discussion: Vendor Report Card is not used.

**Committee:** Campus Facilities Operations Committee      **Presenter:** Ben Ferrell

**Discussion:**

An update on the Campus Facilities Operations Committee was presented.

<b>Follow-up items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓		

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<b>Report:</b>	<b>Reports to the Board</b>	<b>Presenter:</b>	Ben Ferrell
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**Discussion:** Facilities Update, Financial Report and FY09 Budget Update

Above reports were reviewed. They can be found on the Board of Trustees web site, Agendas.

**Decisions/Actions:**

<b>Follow-up Items</b>	<b>Person responsible</b>	<b>Deadline</b>
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### **Agenda Items**

<b>Agenda Item:</b>	<b>BUSE Review: 6.09.003 Retirement</b>
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<b>Discussion</b>	Submitted for pro-forma review
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Approved with minor change. This rule will be sent to the President's Office.

**Decisions/Actions:**

<b>Follow-up Items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓	Phyllis	

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### ***Other Information***

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**Next Meeting Date:** June 19, 2008

**Time:** 1:30 pm

**Location:** SVC, Rm 168

**Special notes:**

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