

If there is a specific agenda item of interest, please check with Phyllis pkalz@austincc.edu 223-1098 to confirm prior to the scheduled meeting.

DRAFT Agenda 9/10/09

**ADMINISTRATIVE SERVICES COUNCIL
MEETING AGENDA
September 17, 2009, SVC Rm 168
1:30-3:00 PM**

- I. Approval of Minutes – June 18, 2009**
- II. Committee Reports / Other**
 - A. Environmental Health and Safety Committee [Becky Cole]
 - B. Financial Report and Facilities Update [Ben Ferrell, Bill Mullane]
 - C. Discussion on Political Materials / Display [Gerry Tucker]
- III. Proposed Rules for Approval / Discussion / Review**
 - A. Educational Recognition Award 6.09.006 [Gerry Tucker]
 - B. Employment of Individuals Under the Americans With Disabilities Act [Gerry Tucker]
 - C. Ethics AR# 6.11.001 [Imad Mouchayleh, Gerry Tucker]
 - D. Professional Development Hours AR# 6.07.002 [Gerry Tucker]
 - E. Compensatory Time AR# 6.10.002 [Gerry Tucker]
 - F. Faculty Evaluation AR# 6.07.001 [Gerry Tucker]
 - G. Employment of Workers and Trainers in H-1B Nonimmigrant Status AR and Guideline #6.05.008 [Gerry Tucker]
 - H. Placement Credit for Adjunct Faculty AR#4.06.004 [Gerry Tucker]
 - I. Harassment Prevention AR# 6.02.001 [Gerry Tucker]
- (For Informational Purposes Only)**
- IV. Forward for President’s Review and/or Approval**
 - A. Travel AR# 7.03.001 Rule/Procedure [Posted 06/23/09]
 - B. Memorandum: Centralization of Administrative Rules and Related Tasks [xx/xx/09]
- V. Forward for Draft Review by Associations and Web Posting**
 - A. Sustainable Construction and College Operations Rule/Procedure [06/24/09]
- VI. Future scheduled meetings:**

FY2009		
No August Meeting		
Proposed FY2010		
September 17, 2009	1:30 – 3:00 PM	SVC, Rm 168
October 15, 2009	1:30 – 3:00 PM	SVC, Rm 168
November 19, 2009	1:30 – 3:00 PM	SVC, Rm 168
No December Meeting		
January 21, 2010	1:30 – 3:00 PM	SVC, Rm 168
February 18, 2010	1:30 – 3:00 PM	SVC, Rm 168

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No March Meeting		
April 15, 2010	1:30 – 3:00 PM	SVC, Rm 168
May 20, 2010	1:30 – 3:00 PM	SVC, Rm 168
June 17, 2010	1:30 – 3:00 PM	SVC, Rm 168