

ACC Meeting Name: Administrative Services Council

Date: September 16, 2010

Time: 1:30 pm

Chair: Ben Ferrell

Location: HBC, Rm 201

Attendees: Becky Cole, Ben Ferrell, Frankie Waller for Mary Hensley, Imad Mouchayleh, Frankie Waller, Neil Vickers, Rebecca Francis, Richard Cutler and Linda Welsh.

Adjunct Faculty Present: Richard Cutler

Student Government Association Present: None

Also attending: Guest Speaker Don Becker; Business Services Staff: Phyllis Kalz, Joe Winer

MINUTES

Agenda Item: Minutes – July 15, 2010

Presenter:

Discussion: Approved as submitted.

Decision/Actions: Minutes approved as read.

Follow-Up Items: Phyllis will post to ASC web.

Person Responsible

Phyllis Kalz

Committee Reports / Other

Report: Introduction of New Members

Presenter: Ben Ferrell

Discussion: All members introduced themselves.

Report: Shared Governance at ACC

Presenter: Don Becker

Discussion: Don Becker presented what the Shared Governance Review Council is doing. He distributed a handout with Representation on Councils and Committees, Responsibilities of Chairs/Co-chairs to include: Meetings, Personnel, Other Shared Governance Concerns.

SGRC link: <http://www.austincc.edu/sharegov>

Decision/Actions: The ASC was very happy to have Don Becker come and speak at the first meeting of FY11. One item that will be adopted immediately is the SGRC request of placing a "DRAFT" agenda as first item and request approval or changes before proceeding with meeting.

Agenda Items

Agenda Item: Election of Co-chair

Presenter: Ben Ferrell

Discussion: ASC members in attendance agreed to wait until the October meeting for full attendance.

Action: Election of Co-chair will be placed on October Agenda.

Follow-up:

Agenda Item: ASC Internal Process

Presenter: Phyllis Kalz and Joe Winer

Discussion: Reviewed our ASC Internal Process.

Action:

Follow-up: Phyllis will email links to the items discussed for use by the ASC membership.

Other Information

Adjourned: 2:48 PM

Next Meeting Date: October 21, 2010

Time: 1:30 – 3:00 pm

Location: HBC, Rm 201