Administrative Service Council
Minutes
Wed., December 11, 2013, 10:00 a.m.
E-112

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Alfred Muñoz</td>
<td>Co-chair</td>
<td>X</td>
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<td>Terri Pyer</td>
<td>Co-chair</td>
<td>X</td>
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<tr>
<td>Zahi Atallah</td>
<td>Administrative</td>
<td>X</td>
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<td>Joseph Reyes</td>
<td>Management-Facilities</td>
<td>X</td>
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<tr>
<td>Terri Ugabe</td>
<td>Classified-Confidential</td>
<td>X</td>
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<tr>
<td>Tony Anderson</td>
<td>Faculty</td>
<td>X</td>
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<tr>
<td>Cristina Westfall</td>
<td>CSEA</td>
<td>X</td>
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<td>Joanne Pleak</td>
<td>CSEA</td>
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Others

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<th>Title or Representing</th>
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CALL TO ORDER & INTRODUCTIONS

Meeting called to order at 10:10 a.m. Alfred Muñoz

ACTION ITEMS

1. Second review of BP & AP 6250 Alfred Muñoz
2. Second review of BPs & APs 3410 and 3420 Terri Pyer

Quorum not present; however, the above items will continue to CPC for review. There were no recommendations or suggestions made for revisions.

INFORMATION/DISCUSISON/PRESENTATIONS

1. Financial statements update Alfred Muñoz
   Because information was presented at previous night’s Board of Trustees meeting, Al chose to bypass this item.
2. Projected COLA dartboard Alfred Muñoz
   Al explained the document posted on the website was obtained via School Services, an organization who provides financial assistance to K-12; they recently began working with community colleges. Their legislative arm works with legislators, department of finance, and controller’s office. Al reviewed the posted document and responded to questions.
3. Moved to “action”
4. Moved to “action”
5. Program Review & Assessment Alfred Muñoz
   a. Terri Pyer reviewed her area’s posted documents and responded to questions/comments.
b. Al then spoke about the Administrative Office; one item he included which is his participation in the City of Salinas’ 20 year plan relating to growth. This item will assist in student access but the outcome must be measured. Discussion related to outcomes.
c. Al reviewed the Business Office’s documents.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. January meeting will stand even though it is scheduled during semester break. Alfred Muñoz

NEXT MEETING(S)

• January 8, 2014
• February 12, 2014
• March 12, 2014

ADJOURNMENT Alfred Muñoz
11:41 a.m.