



HARTNELLCOLLEGE

**Administrative Services/Facilities Council Meeting  
Agenda  
November 14, 2019, 4:00-5:00 PM  
Building E-112**

CALL TO ORDER & INTRODUCTIONS

Rick Bennett

ACTION ITEMS

- 1. Consider Approval of October 2019 Meeting Minutes
- 2.

Rick Bennett  
<name>

INFORMATION/DISCUSSION/PRESENTATIONS

- 1. Tracking Sheet Update
- 2. Adobe sign and proof of concept
- 3. Colleague purchasing module and discussion about beta initiative
- 4. Bookstore contract and Follet Discover initiative
- 5. Audit Update
- 6. Overview of SCFF (PPT)
- 7. SCFF (PPT)
- 8. Construction Update
- 9. Measure T Update

Augustine Nevarez  
Rick Bennett  
Rick Bennett  
Rick Bennett  
Rick Bennett  
Rick Bennett  
David Techaira  
Joseph Reyes  
Joseph Reyes

OTHER ITEMS/BRIEF ANNOUNCEMENTS

- 1.

<name>  
<name>

NEXT MEETING(S)

- December 12, 2019

ADJOURNMENT

<name>