



**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. Construction Update
6. Measure T Update
7. SCFF (PPT)

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

**OTHER ITEMS/BRIEF ANNOUNCEMENTS**

- 1.

<name>  
<name>

**NEXT MEETING(S)**

- December 12, 2019

**ADJOURNMENT**

<name>