



**ADMINISTRATIVE SERVICES
PLANNING COUNCIL**

AGENDA

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date: November 8, 2007
	<input type="checkbox"/>	Product/Project	Starting Time: 3:30 p.m.
	<input type="checkbox"/>	Special	Ending Time: 4:30 p.m.
			Place: A4-C

CHAIR: Bonnie Ann Dowd

MEMBERS: Akins, Ellis, Faulkner, Jay, Laderman, Simonds, Sullins, Wick, and Lyn, ASG Rep

RECORDER: J. Giese

Order of Agenda Items

I. Approval of Minutes – September 27, 2007

II. Items for Discussion/Information

1. Role & Responsibility and membership of F & ASPC (as defined on Governance Structure Group Request).
2. Development of F&AS Division’s “ideal” organizational structure and future needs to include personnel.
3. Strategic Plans of all Finance & Administrative Services Departments
4. Change meeting days & times to 1st & 3rd Thursday at 3:00 or 4:00
5. Designated Smoking areas
6. Review 2007-2008 AIP’s

III 1st Reading

1. F & ASPC Governance Structure recommended changes (Governance Structure Group Request previously handed out. Please bring.)

IV. 2nd Reading

V. Reports

1. Report of Vice President
2. Facilities Review Committee
3. Safety & Security Committee
4. Bookstore Advisory Council
5. Food Services Advisory Council

VI. Other

Next Scheduled Meeting: February 7, 2008