

ADMINISTRATIVE SERVICES COUNCIL

Charge	This council identifies issues of common concern in providing faculty, staff and students support services; develops joint plans and strategies for addressing issues; and facilitates coordination of Administrative Services across the campus and district.
Meeting Schedule	Fourth Wednesdays, 3:00 – 4:30 p.m.
Chair	Vice President, Administrative Services
Composition	<ul style="list-style-type: none">• Vice President, Administrative Services• Director, Campus Facilities, Operations, & Maintenance• Manager, Campus Projects• Supervisor, Bookstore• Supervisor, Business Communications• Supervisor, Printing & Duplicating Department• College Cashier• Administrative Secretary, Administrative Services• Clerical Assistant, Business Communications• Custodial Swing Shift Supervisor• ASGC Account Tech, Senior• Grounds & Maintenance Supervisor
Adopted	October 22, 2001
Revised	June 2, 2003; May 2008
Notes	
Support Staff	Administrative Secretary, Administrative Services