

Administrative Services Governance Committee
MINUTES
Meeting of October 21, 2008

Members: Present

Todd Emmons	√	Vice President for Administrative Services (ex officio, non-voting)
Jim Brown	√	Non-Unit Professional
Karen Cox		Unit Professional
Gloria Doherty		Classified Staff
Liz Hanlan		Classified Staff
Deb Nash	√	Classified Staff
Ralph Parente	√	Faculty
Pat Schmohl		Faculty
Patricia Solitro	√	Non-Unit Professional
Phil Trimby	√	Student

1. Welcome & Introductions

New members, Patricia Solitro and Phil Trimby introduced. Todd Emmons announced that Karen Cox has resigned the committee.

2. Distribution of the 2008-2009 *Guide to Governance*

Todd Emmons distributed the copies to all present. Absent members will also receive copies.

3. Election

Pat Schmohl re-elected Chair. Pat Solitro elected Note-Taker.

4. Update regarding procedure

The question was raised about the procedural process for policy implementation.
 > [The Committee reviewed the process outlined on page 13 of the *Guide to Governance*.](#)

5. Discussion of Governance Goals for Coming Academic Year

The Committee reviewed the list of proposed policies currently undergoing review. It was recommended that we focus on the Vehicle Use Policy and the Weapons Policy. Since we did not have the text for each proposed policy readily available, it was agreed that discussion would be tabled until the next meeting.

6. Other: Next meeting scheduled for November 18, 2008.

Meeting adjourned at 2:45.