

Administrative Council Minutes

October 20, 2017

8:15am

Room 301 Stratton Administration Building

1. Welcoming Remarks @ 8:15am Mr. Ted Witryk

2. Approval of Minutes from September 22, 2017
 - Ms. Tracy Reidenhour made a motion to accept the minutes as presented. Dr. Richard Courtney 2nd the motion – motion approved.

3. Student Government Board Update
 - None

4. Academic Calendars 2018-19, 2019-20, 2020-21 Mr. Ted Witryk
 - Reviewed and discussed calendar recommendations.
 - The group was in favor of recommendation #2 version 4, draft 4. Mr. Ted Witryk to follow up on lab makeup and art studio requirements. Mr. Ted Witryk will also check with Ms. Molly Gallagher for student feedback.
 - The group favored keeping the Tuesday after Columbus Day and keeping 2 semesters the same.

5. Revise Parking Privileges Dr. Donovan McCargo
 - Dr. Donovan McCargo presented results from 2017 Student Parking Assessment.
 - Mr. Jerry Silberman to follow up in the Lytle parking lot to see if some faculty/staff spots can be opened up for student parking.

6. As May Arise Mr. Ted Witryk
 - Dr. Ken Hawkinson mentioned the importance of professional customer service from all departments at all times when dealing with students.

Meeting adjourned at 9:20am.



Members present:

Mr. Ted Witryk
Dr. Richard Courtney
Dr. Steve Lem
Ms. Tracy Reidenhour
Dr. Bill Donner for Dr. Amanda Morris
Mr. Jerry Silberman
Dr. Anne Zayaitz
Dr. Donavan McCargo for Dr. Warren Hilton
Dr. Ken Hawkinson
Dr. Andy Arnold
Mr. Matt Santos

Members absent:

Ms. Molly Gallagher
Ms. Fran Cortez-Funk
Mr. Jesus Pena

The next meeting is scheduled for February 23, 2018 at 8:15am in the President's Boardroom.

