

Administrative Services Advisory Group Summary Notes

Wed, Apr 6, 2022

2:00 p.m. [Zoom](#)

Members: Steven Haigler(VP Admin Svc), Michael Midkiff (MSC), (MSC-vacant), Kevin Haskin (Purchasing), Pete Olsen (MSC-Dir. Fac.), Maria Roa (MSC) Jill Cavanaugh (CSEA), Glenn Tozier (Faculty), David Betts (CHRO) or Kayla Valentine (HR), Juan Ayallah (Security), Suzanne Ammons (MSC-resource), (ASMPC Rep - Nathalie Daoud)(ASMPC Rep-vacant)

Guests: Cody Carpino, Duston Conner, Eric Shuler (B&D)

Absent: ASMPS Nathalie Daoud, Pete Olsen, Jill Cavanaugh,

| Item | Topic | Discussion / Comments | Desired Outcome |
|------|--|---|----------------------|
| 1. | Welcome | Steve welcomed all. | Introduction members |
| 2. | ASAG Mar 2, 2022, Summary Notes | Notes referenced. | Approval / Consensus |
| 3. | ISER (Inst. Self Eval Rpt) | Dr. Knolle reported earlier today that the complete Draft is anticipated for completion in time for the early May ASAG meeting. | Update |
| 4. | Request to Fill - Custodial position | Steve reported on the RTF position indicating that we are now working to fulfill 2 vacancies. | Straight replacement |
| 5. | Initial Bond Program Budgets | <p>Dustin presented on the following with :</p> <ul style="list-style-type: none"> ● General Projects Update (recently completed, board approved and design phase projects ● Measure V - Master Budget Process to include preparatory work such as review of the Facility Condition Assessment Report of Jan 2020 and more recently the Gap Analysis Report (B&D) in Nov 2021. ● Full Need \$423M vs Bond for \$230M will require prioritization of projects and evaluation of project scopes and budgets. <p>Dustin presented on the Master Project List Report (DRAFT) - outlining each project's characteristics.</p> | Overview |

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| | | <p>Steve reminded all that ultimately the Board will provide final determination on each project, Staff are invited to provide input and feedback as individuals most likely to be most familiar with day to day campus needs.</p> <p>Steve invited questions.</p> | | | |
| 6. | Other Updates / Next meeting May 4, 2pm | Steve/Suz | I,D | 2 | Update on other areas or from other areas |