



College Assembly Meeting Minutes
Bldg. 21, Rm. 107
Tuesday, March 22, 2016

PRESENT

Kezia Clark (Member)	Kristin Martindale (Communications Officer)
Larry Clark (Guest)	Mary McCune (Note Taker)
Tawny Dotson (Guest)	Jen Peterson (ASG 2015-16 Vice President)
Randy Holt (Guest)	Loreta Sandoval (Member)
Jason Kruse (Chair)	Erica Sherwood (ASG 2015-16 Leg. Officer)
Patricia Lange (Member)	Kate Wendland (Member)
Cris-Jon Lindsay (Member)	Tiffany Windmeyer (Member)

ABSENT

Michelle Barre (Member)	Myra Morales (ASG 2015-16 President)
Daniel Creech (Member)	John Moyer (Member)
Lisa Fortson (Member)	Kathryn Smith (Member)
Janet Holm (Member)	Roxanne Sou (Member)
Elaine Holster (Member)	Maureen Sparks (Member)
Kevin Kildun (Member)	VACANT (Vice Chair)

CALL TO ORDER

Chair Jason Kruse called the meeting to order at 3:07 p.m.

PREVIOUS MEETING NOTES

Chair Kruse postponed approval of the February 26, 2016, meeting minutes until the April College Assembly meeting, as attendance at the meeting did not meet the minimum requirement necessary to conduct business.

GUEST PRESENTATIONS

Food Offerings on Campus

Larry Clark, VP of Finance and Administration, gave an overview of the terminated relationship between the College and the previous food service contractor, and summarized the current food service offerings on campus. Mr. Clark reviewed challenges the College is facing in obtaining a new food service contractor and outlined the required criteria, which includes serving hot breakfasts and lunches between 7:30 a.m. to 1:00 p.m. Lack of foot traffic data, and the College's hours of operation, have proven to be roadblocks for sandwich shops like Quiznos and Subway. The Food Committee formed a new subcommittee, chaired by Deidra Norgaard, to focus primarily on food truck services. The goal is to have four (4) food trucks alternating two (2) days per week, with food offerings that taste good and meet our desired price point. Mr. Clark discussed plans to buildout a cafeteria area in Building 23 (handout # 1).

Chair Kruse opened the floor to questions and comments. Kristin Martindale noted the vending machines' upkeep is sorely lacking and the bookstore shelves should be stocked more frequently and with a greater selection of choices. Ms. Martindale noted she's heard positive feedback from students about the Building 23 barista and the ramped-up food offerings at Bon Sucre. Mr. Clark confirmed ASG is represented on the Food Committee.

Parking Enforcement on Campus

Mr. Clark gave an overview of parking enforcement on campus. He noted the College had very lax parking enforcement in the past. Enforcement of the College's Parking Policy improves the function of the College, hence, the reason why the College established the policy. Failure by Security Department staff to issue tickets to parking violators is a job performance issue. Mr. Clark stressed he did not, now would he ever, mandate parking ticket quotas and parking fines are not used as a means to raise funds for the College.

Mr. Clark has instructed the Security Department to enforce the College's Parking and Traffic Rules and Regulations Policy 6.2, which states parking violation fines are to be issued to:

- Any vehicle parked in staff parking areas without a current parking sticker displayed.
- Any vehicle not parked in the correct parking space.
- Any vehicle parked in a handicapped spot without a valid handicapped placard or license plate.
- Any vehicle parked improperly, i.e., in fire lanes, driveways, sidewalks, lawns, or occupying more than one space (defined as 12 inches over the line).

Mr. Clark noted faculty parking in non-faculty parking areas, and students parking in faculty-only parking areas are common parking violations. Mr. Clark mentioned parking around the McGavick Conference Center will improve after Building 22 is razed.

REPORTS

Chair Report

Chair Kruse reported he attended the ASG Student Council meeting where he gave an overview of the College Assembly. He missed the last Cabinet meeting but will attend the next one.

Vice Chair Report

Chair Kruse reported Tiffany Windmeyer volunteered to serve as the College Assembly Vice Chair and will begin serving in this officer position immediately. A vote to approve was postponed due to lack of quorum. Chair Kruse noted Ms. Windmeyer is unable to fulfill the Vice Chair responsibility of acting as a liaison to the President's Cabinet. Since the Bylaws allow this responsibility to be delegated to another member, Chair Kruse will continue to attend the Cabinet meetings and function as the Assembly's liaison to the President's Cabinet.

Communications Report

Ms. Martindale reported going forward, emails will be sent out in a timelier manner.

Budget Committee Report

Lisa Fortson reported the College's Budget Committee is in the process of reviewing and finalizing budget requests. All budget requests will be published for the College community to view.

OLD BUSINESS

College Assembly 2016 Priorities Paper

Chair Kruse reported that progress on creating the College Assembly's 2016 Priority Paper stalled because other Assembly business took precedence. Now that Ms. Windmeyer is onboard as the Vice Chair, the Assembly leadership team will continue working on the Priorities Paper and report back to the Assembly at next month's meeting.

College Committees

Elaine Holster serves on the College committee that is tasked with compiling information on all of the College's committees. Chair Kruse is working with her to collect data and put together a comprehensive list of the various college committees and their functions. They expect to report back to the Assembly at next month's meeting.

NEW BUSINESS

College Assembly Bylaws Proposed Amendment

Chair Kruse proposed an amendment to the College Assembly Bylaws Article III. Membership, Section 3.04 (see handout # 2). A vote was postponed due to lack of quorum. Chair Kruse will email the proposed amendment to Assembly members for review prior to the next meeting.

College Assembly Membership

Chair Kruse reported there are currently four (4) College Assembly membership vacancies. Randy Holt would like to join the College Assembly. A vote to approve was postponed due to lack of quorum. Chair Kruse encouraged recruitment from underrepresented groups but noted the College Assembly can't force people to join it.

GOOD OF THE ORDER

The next College Assembly meeting will take place on Tuesday, April 26, 2016, at 3:00 p.m. in Building 21, Room 107.

The meeting was adjourned at 3:45 p.m.