Administrative Services Committee

November 17, 2015
3:00 pm – 4:00 pm
Rooms AC13B, 301, 461B

Present: Shannon Jesme (Chair), Stacey Hron, Bob Gooden, Clinton Castle, Julie Fenning, Lisa Gunderson, Kristi Lane, Tiffany McMillian, Joel Ziegler, Nancy Carda, Brian Huschle, Mike Curfman, Shad Gangl, Mary Fontes, Michaela Current (EGF Student)

Absent: Terry Wiseth, Don Campbell, Curtis Zoller, Holly Cofer (TRF Student)

Meeting Minutes

1. **Introductions** – Shannon began the meeting with introduction of the committee purpose and membership. This committee will be involved in the decision making process for items relating to Facilities, Finance, and Technology, with the understanding the some decisions will be made by the College President.

2. **Agenda** - The agenda was created from items that have been brought forward from other meetings as well as members of the committee.

3. **Smoking on College Property** – Shannon shared that the committee has been asked to discuss a possible smoking ban on college property due to the continuous complaints from students and faculty about smoking on campus. Discussion was held on the pros and cons of the ban. It was determined that Brian Huschle and Mike Curfman will speak with the Student Senates and the committee union representatives would bring the idea back to their respective union members and ask for feedback. This feedback will be shared at the next meeting.

4. **Tennis/Basketball Courts on the TRF Campus** – Clinton shared that TRF currently has four tennis courts that are all in need of resurfacing. He also shared that there is only one basketball court. He recommended resurfacing two tennis courts and removing the other two. He shared that there have been several requested to add a basketball court as well. If done at this time, one tennis court would be resurfaced for this purpose, saving the college money if a court was built at a later date. The committee provided input and recommended that two tennis courts should be redone, and one be resurfaced for a basketball court, and the fourth one removed.

5. **Poster Policy Procedure** – This item will be discussed at the December meeting.

6. **Wireless at Outdoor Fields** – This item will be researched and discussed at the December meeting.

7. **Bathroom Sign Holders** – This item was removed from the agenda.

8. **Next Meeting** – December 15, 2015