

ADMINISTRATIVE SERVICES COUNCIL

Function and Purpose:

The Administrative Services Council is charged with the responsibility of discussing problems and policies and making recommendations relating to the administrative programs of the College.

Composition (all voting members):

- Vice President, Administrative Services (Chair)
- Associate Vice President, Finance and Information Technology Services
- Associate Vice President, Resource Management
- Director, Accounting Services
- Director, Revenue and Student Accounting
- Director, Physical Plant
- Director, Purchasing
- Coordinator, Asset Management
- Coordinator, Environmental and Risk Compliance

The Council meets the fourth Tuesday of each month or on-call by the chair.

Board Approval Date: November 19, 2012

Effective Date: November 20, 2012

Final Revision Date: September 11, 2012

Policy Manual Review Committee – No Changes: January 15, 2015