

Operational Services Council

Dec. 12, 2019

2:30 pm – 4:00 pm

Central Services Building, CT-S-201

AGENDA

Desired Outcomes

By the end of this meeting, we will have:

- Approved Minutes from Nov. 14, 2019
- Listened to Constituent and Member Concerns (*as needed*)
- Heard Chair's Report
- Developed a Marketing Plan and Assigned Tasks
- Heard Updates from Facilities, OIT, and Business Services
- Heard MC Annual Report Summaries

	Time	Content	Leader/Presenter	Process
1.	2:30 – 2:40 (:10)	Call to Order <ul style="list-style-type: none">• Agenda Review• Approval of Minutes (Nov. 14, 2019)	Ed Riggs, All	Present Discuss Move/Vote
2.	2:40- 2:50 (:10)	Open Comment Period (Constituents and Members)	All	Discuss
3.	2:50-2:55 (:5)	Chair's Report	Ed Riggs	Present, Discuss
4.	2:55-3:25 (:30)	Developing Marketing Strategies <i>Creating and Assigning Tasks</i>	All	Discuss
5.	3:25-3:40 (:15)	Regular Updates: <ul style="list-style-type: none">• Facilities• OIT• Business Services	Regular or Proxy Representatives	Present, Discuss
6.	3:40-3:55 (:15)	MC Annual Report Summaries	Assigned Council Members	Present
7.	3:55-4:00	Announcements, Adjourn	All	Present

Next Meeting: *(Tentative)* Jan. 9, 2020 *(All meetings are from 2:30-4 pm. in CT S108)*