

**ADMINISTRATIVE AND IT SERVICES COMMITTEE
 ASSIGNMENTS FOR 2008 - 2009
 (Updated December 18, 2008)**

ASSIGNMENT	STATUS		DATE AND PROGRESS
	To be Studied	Assignment Completed (Date)	
1. Develop a policy on (1.) free speech and demonstrations; (2.) commercial solicitation, and (3.) proselytizing on campus.	Fall 2008		Status update on 10/24/08: Policy recommendations for free speech and demonstrations will be finalized this semester. It is currently being reviewed by the President, who has recommended that it also be sent to the College's attorney. A draft was sent to Donna Rudy, Judy Oleks and the Faculty Assembly for comments in the Spring 2008 semester.
2. Develop a campus parking policy to include overnight parking, towing, etc.	Fall 2008		
3. Develop a policy and guidelines for fund raising by campus groups.	Fall 2008 - Spring 2009		
4. Develop a policy for accepting and processing contributions/donated services	Spring 2009		Along with a policy, develop administrative review processes and involve the HCC Institutional Advancement Office.
5. Develop a policy for parking on campus and towing.	Spring 2009		