



**ADMINISTRATIVE SERVICES
PLANNING COUNCIL
MINUTES**

December 15, 2005

The Administrative Services Planning Council was held on December 15, 2005 in A4-C. The meeting was called to order at 3:30 p.m. by Interim VP Carmen Fernandez..

Roll Call

Members Present: Akins, Ellis, Fernandez, Flores, Jay, McClure (for Sullins), Simonds, Wick

Members Absent: Bishop, Crowe, Laderman, Parks (ASG)

I. MINUTES

The minutes of November 10, 2005 were approved and will be posted on the Palomar web site. (MSC Ellis/Jay)

II. ITEMS FOR DISCUSSION/INFORMATION

1. Institutional Review process: Sarah Thompson was unable to attend this meeting and is scheduled for the February meeting.
2. Police Review Task Force recommendations – currently being reviewed by SPC.

III. 1st READING

1. F/AS Institutional Review – Dr. Fernandez is working to the VP Executive Summary and will send my e-mail to the Council for review.
2. Campus Photocopying Workgroup – Ken Jay will chair.

IV. 2nd READING

None.

V. COMMITTEE REPORTS

a. Facilities Review Committee

Mike Ellis reported on the remodel at the Escondido Center.

b. Safety & Security Committee

Mike Ellis reported on the SWACC inspection.

VI. OTHER

No report.

Meeting adjourned at 4:00 p.m.

The next ASPC meeting will be held on February 9, 2006 in SU-18