



**FINANCE & ADMINISTRATIVE  
SERVICES  
PLANNING COUNCIL**

September 27, 2007

The Finance & Administrative Services Planning Council was held on September 27, 2007. The meeting was called to order at 3:40 p.m. Ken Jay, Director of Business Services.

Roll Call

Members Present: Akins, Faulkner for Titus, Jay, Kovrig, Laderman, Lyn (ASG Rep), Simonds, and Sullins

Members Absent: Dowd and Ellis

Guests: none

**I. MINUTES**

The minutes of September 13, 2007 were approved and will be posted on the Palomar web page (MSC: Laderman/Simonds).

**II. ITEMS FOR DISCUSSION/INFORMATION**

1. Role & Responsibility & membership of F&ASPC (as defined on Governance Structure Group Request):
2. Development of F&AS Division's "ideal" organizational structure (level of services)
3. Strategic plans of all F&AS Departments

The discussion items were tabled due to the absence of Mike Ellis because two of the items were put on the agenda at his request.

**III. 1<sup>st</sup> READING: N/A**

1. F&ASPC Governance Structure recommended changes: The membership of the Council was discussed especially the fact that one faculty member who also serves on the Facilities Review Committee is listed on the membership with none serving in the past two years. Molly Faulkner suggested that we not reduce faculty membership but rather change the committee membership to two faculty members appointed by the Senate. She will discuss with the Senate with a recommendation made at a future ASPC meeting. Molly questioned why the Chief of Police no longer attended. It was explained that Campus Police in the past had reported to the VP of F&AS but for the past three years has reported to the VP of Student Services. The interim Chief of Police would occasionally attend F&ASPC as a resource, and that he no longer attends.

**IV. 2<sup>nd</sup> READING: N/A**

**V. REPORTS**

1. Report of Vice President
2. Facilities Review Committee
3. Safety & Security Committee
4. Bookstore Advisory Council

5. Food Services Advisory Council

Ken Jay reported that he will be meeting with the Bookstore and Advisory Councils respectively in the next week or so and would have a report at the next meeting.

**VI. OTHER**

Jo Anne reported that VP Dowd and possibly two of the Finance & Administrative Services directors would not be at the October 11<sup>th</sup> meeting so the planning council meeting is expected to be canceled due to a lack of quorum.

Meeting adjourned at 3:55 p.m.

Next Meeting: October 11, 2007  
Conference Room: A4-C