PALOMAR COLLEGE
Learning for Success

ADMINISTRATIVE SERVICES PLANNING COUNCIL

AGENDA

MEETING TYPE:		**Date:**	**February 7, 2008**
x	**Staff**	**Starting Time:**	**3:00 p.m.**
	Product/Project	**Ending Time:**	**4:00 p.m.**
	Special	**Place:**	**A4-C**

CHAIR: Bonnie Ann Dowd

MEMBERS: Akins, Ellis, Faulkner, Jay, Kovrig, Laderman, Simonds, Sullins, and Lyn, ASG Rep

RECORDER: J. Giese

Order of Agenda Items

I. Approval of Minutes – November 8, 2007

II. Items for Discussion/Information

1. Review Role & Responsibility and membership of F & ASPC (as defined on Governance Structure Group Request).
2. Development of F&AS Division's "ideal" organizational structure and future needs to include personnel.
3. Strategic Plans – Finance & Administrative Services Departments
4. Review 2007-08 AIPs
5. Institutional Review - F&AS Division

III 1st Reading

1. Designated Smoking Areas (place holder pending input from PFF and CCE representatives)
2. Follett's request for the District to assume collection of Material Fees
3. Arboretum boundaries per Master Plan 2022

IV. 2nd Reading

V. Reports

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

VI. Other

Next Scheduled Meeting:

February 21, 2008 @ 3:00 p.m.
A4-C