



**FINANCE & ADMINISTRATIVE
SERVICES PLANNING COUNCIL (FASPC)**
MINUTES

February 23, 2012

Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held February 23, 2012, in Room MD-155C. The meeting was called to order at 2:07 p.m. by Phyllis Laderman, Director of Fiscal Services

Roll Call

Members Present: Jenny Akins, Pam Grasso, Kelley Hudson-MacIsaac, Ken Jay, Phyllis Laderman, Marilee Nebelsick-Tagg, Catherine Parshalle, Don Sullins

Members Absent: Rocky Brady, Joe Newmyer

I. APPROVAL OF MINUTES

The minutes of January 26, 2012 were approved as presented (**MSC:** Nebelsick-Tagg/Sullins) and will be posted on the Palomar web page as follows:
<http://www.palomar.edu/committees.htm>.

II. ACTION ITEMS/SECOND READING

None

III. FIRST READING

None

IV. DISCUSSION/INFORMATION ITEMS

A. Impact of a 10% or 20% cut in the 2012-13 Discretionary budgets

Phyllis Laderman led a discussion on the impact of a 10% and 20% cut to the Finance and Administrative Services (FAS) discretionary budget. The FAS budget contains many fixed costs, so cuts may need to come from reducing student and part-time workers. Everyone agreed to recommend a 10% cut; it was thought that a 20% cut may excessively degrade services. If cuts are made, faculty and staff need to be informed that their work requests may take longer to complete.

B. Staffing Plans

Phyllis Laderman distributed a handout of classified vacancies in FAS. The directors discussed the positions that were vital and those that could be eliminated.

V. REPORTS**A. Report of Vice President**

Phyllis Laderman discussed the state initiatives and its potential effect on Palomar College. Beginning summer, fees will be raised to \$46/unit.

B. Technology Master Plan Workgroup (Sullins)

Don Sullins reported that a low-end computer presentation is planned.

C. Facilities Review Committee (Hudson-MacIsaac)

No report.

D. Safety & Security Committee (Hudson-MacIsaac)

No report

E. Bookstore Advisory Council (Jay)

No report.

F. Food Services Advisory Council (Jay)

Ken Jay reported that the Aramark contract is ending this semester. A RFP has gone out to food vendors, and a decision will be made in June.

VII. ADJOURNMENT

Meeting was adjourned at 2:45 p.m.

Next meeting:
Thursday, April 12, 2012
2:00pm
MD-155C