



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

Minutes

Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, March 14th in Room MD-155C. The meeting was called to order at 2:05 pm by Ron Ballesteros-Perez, Vice President of Finance and Administrative Services.

Roll Call

Members Present: Jenny Akins, Johnathan Farmer, Pam Grasso, Phyllis Laderman, Shannon Lienhart, Marilee Nebelsick-Tagg, Catherine Parshalle, Eileen Poole, Don Sullins.

Members Absent: Arthur (Mick) Hutchins, Chris Miller

Recorder: Suzanne Sebring

I. Approval of Minutes

The minutes of February 28, 2013 were approved as presented (MSC: MNT/PL) and will be posted on the Palomar web page as follows:
<http://www.palomar.edu/adminserv/FASPC.html>.

II. Second Reading

None.

III. First Reading

None.

IV. Discussion/Information Items

A. Palomar Mission: VP Perez explained that SPC has been looking at revising the District's mission statement. He distributed a copy of the current mission and idea #1 for a revised mission drafted by SPC. Discussion ensued in small groups. After hearing individual comments from each small group, the consensus was that the council does not see a need for a change. Members like the current mission statement as is.

B. Reorganization Follow-Up: VP Perez continued the discussion about the proposed reorganization within F&AS. At the previous meeting, he had asked the representatives to speak to their constituent group about the proposal. Catherine, the CCE rep, brought forward the following statement from CCE to read to the council:

"The CCE cannot support reorganizations or reclassifications at this time because we firmly believe that these changes violate the tentative agreement and its intent that we entered into with the District back in January 2007. Furthermore, the CCE cannot support changes and/or opportunities that are not unilaterally afforded to all classified staff."

VP Perez shared a chart that detailed the Gooder Colleges Reporting Relationships, which supported the norm of having Print Services and Creative Services report to the Public Affairs Office (PAO). He also detailed the importance of having Purchasing and Warehouse personnel under Business & Contract Services on the organizational chart.

Marilee asked why Purchasing was moved from Business & Contract Services to Fiscal a few years ago. VP Perez responded that as new administrators take over departments, they look at the organization of that department and make changes to increase effectiveness as they see fit. These changes can be different based on the individual in that position.

There were questions from the council about why CCE doesn't feel they can support the reorganization. Catherine was asked by VP Perez to get clarification of the statement and to bring it back for the council. Shannon offered to speak to the CCE representatives, in a union capacity, to find out what the issue(s) might be.

V. Reports

- A. Report of Vice President: The survey is in progress with a deadline for respondents of March 25th. VP Perez also informed the council that the Budget Committee has approved using some RDA monies to support the IT replacement plan and purchase instructional equipment. This recommendation will go forward to SPC.
- B. Technology Plan Workgroup: Don Sullins reported that the Technology Plan Workgroup met on March 6th and have agreed to integrate an Assessment approach to the technology plan.
- C. Facilities Review Committee: VP Perez reported that the proposal for Adcamp went to the board on March 12th and was approved.
- D. Safety & Security Committee: VP Perez reported that an Emergency Preparedness Overview had been presented to the Board at their March 12th meeting.
- E. Bookstore Advisory Council: Eileen Poole reported that the Bookstore Advisory Council will meet on March 18th and that the bookstore reported strong February sales.
- F. Food Services Advisory Council: Eileen Poole reported that the Food Services Advisory Council will meet on March 20th. Though it appears that Jamba Juice will no longer be an option for our campus, Aramark does plan to expand the Snack Shack.

VI. Other Items

Johnathan Farmer informed the council that ASG is working on bringing Redbox to campus.

VII. Adjournment

There being no further items, the meeting was adjourned at 3:02 pm.

<p><u>Next Scheduled Meeting</u> April 11, 2013 MD-155C</p>
