



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, February 13th in Room MD-155C. The meeting was called to order at 2:05 pm by Chris Miller in the absence of Ron Ballesteros-Perez, Vice President of Finance and Administrative Services.

Roll Call

Members Present: Jenny Akins, Pam Grasso, Chris Miller, Marilee Nebelsick-Tagg, Salvador Orozco, Catherine Parshalle, Eileen Poole, Don Sullins.

Members Absent: Ron Ballesteros-Perez, Phyllis Laderman

Recorder: Suzanne Sebring

I. Approval of Minutes

(MSC: PG/JA) The minutes of October 10, 2013 were approved, with Chris Miller, Eileen Poole, and Catherine Parshalle abstaining, and will be posted on the Palomar web page as follows: <http://www.palomar.edu/adminserv/FASPC.html>.

II. Second Reading

A. Request to Modify Governance Structure of FRC

(MSC: JA/EP) The request was approved, with Catherine Parshalle abstaining, and will go forward to Strategic Planning Council (SPC).

III. Discussion/Information Items

A. Request to Modify Governance Structure of FRC

A request to modify the Governance Structure of the FRC was submitted for consideration. The change would appoint the Director of Facilities (Chris Miller) as chairperson in place of the VP, FAS (Ron Ballesteros-Perez). Don Sullins motioned to move the request to Second Reading. The motion was seconded by Eileen Poole and passed, with Catherine Parshalle abstaining.

B. Ranking of SPPF Requests

The FASPC received four SPPF requests for consideration consisting of the following:

Rank	Requested by	Project/Request	Amount
2	Derrick Johnson	Emergency Preparedness Plan	\$ 50,000
1	Brian Engleman/ Anthony Cruz	Expanded camera monitoring capacity: EOC/Dispatch	\$ 9,000
3	Brian Engleman/ Anthony Cruz	Emergency Preparedness mobility: Neighborhood Electric Vehicle (NEV) & Supplies	\$ 15,000
4	Ron Haines	Replacement individual mobility carts	\$ 3,456

The council discussed each request and then ranked the requests as indicated above. The items will now go to Strategic Planning Council (SPC) for consideration.

IV. Reports

- A. Report of Vice President: No report.
- B. Technology Plan Workgroup: Group is waiting to meet until new Academic Technology Director is hired.
- C. Facilities Review Committee: Chris Miller reported that a request to place a sign at the entrance to the cactus garden was approved. A Prop M update was also given at the meeting discussing the grand opening of the Escondido Center, work on the T building, and the beginning of construction for the Child Development Center and baseball field. The committee is also working with an architect on the design of a new monument sign at the front of campus. In addition, faculty/staff movements were discussed (moves into the Humanities building and out of buildings located where the new LRC will be built).
- D. Safety & Security Committee: Chris Miller reported that the committee has been working on revising the fire alarm notification requirements, as well as updating campus maps on emergency preparedness flipcharts in classrooms on San Marcos and Escondido campuses.
- E. Bookstore Advisory Council: No report.
- F. Food Services Advisory Council: No report.

V. Other Items

None.

VI. Adjournment

There being no further items, the meeting was adjourned at 3:03 pm.

[Next Scheduled Meeting](#)

February 27, 2014

MD-155C