
Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, February 27th in Room MD-155C. The meeting was called to order at 2:04 pm by Ron Ballesteros-Perez, Vice President of Finance and Administrative Services.

Roll Call

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

Members Absent: None

Recorder: Suzanne Sebring

I. Approval of Minutes

(MSC: MNT/CM) The minutes of February 13, 2014 were approved, with Ron Ballesteros-Perez and Phyllis Laderman abstaining, 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. SPC evaluation of SPPF requests

Ron Ballesteros-Perez reviewed a handout detailing the allocation of SPPF funds. He explained which items SPC had approved for SPPF funding, and which items were being funded using different sources.

V. Reports

A. Report of Vice President: VP Perez informed the committee that Mission Federal Credit Union will be removing the ATM from campus. It has not been cost-effective for them. A request for proposals for new ATM service was published with no response. The first Informacast test took place last week on campus. This test will continue on a monthly basis. Derrick Johnson, EH&S Supervisor, continues his work on the Emergency Operations Plan. The energy program, funded by Prop 39, is currently retrofitting lighting around campus. This work should be complete by June. The Humanities building will open for summer session. The TLC Grand Opening ceremonies will take place on Friday, March 7th at 2:00 p.m. The pedestrian bridge project at the front entrance of campus has been delayed by 2 years.

B. Technology Plan Workgroup: No report.

C. Facilities Review Committee: Chris Miller reported that work is underway for the new baseball field, CDC and Utilities project.

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: Eileen Poole reported that the bookstore had a 2 day sale last week, which was very successful. The Grad Fest has been scheduled for April 16-17.
- F. Food Services Advisory Council: Eileen Poole reported that sales are down by 8.5% and the remodel of the snack shack has been put on hold.

VI. Other Items

None.

VII. Adjournment

There being no further items, the meeting was adjourned at 2:50 pm.

Next Scheduled Meeting

March 13, 2014

MD-155C