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**Call to Order**

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, September 24<sup>th</sup> in Room AA-140. The meeting was called to order at 2:04 p.m. by Ron Ballesteros-Perez, Vice President of Finance and Administrative Services.

**Roll Call**

**Members Present:** Carmen Coniglio, Jose Fernandez, , Chris Miller, Connie Moise, Catherine Parshalle, Phoenix Prefontaine, Bernard Sena

**Members Absent:** Jenny Akins, Rosie Antonecchia, Shannon Lienhart, Teresa Wacker

**Recorder:** Dayna Schwab

**I. Approval of Minutes**

(MSC: Miller/Moise) The minutes of September 10, 2015 were approved and will be posted on the Palomar web page as follows:  
<http://www2.palomar.edu/pages/faspc/minutes-and-agendas/>.

**II. Second Reading**

**A. Naming Rights - Arboretum**

Debbie King from the Foundation presented a five-year pledge from Hunter Industries establishing an endowment of \$500,000 in support of the Palomar College Arboretum. This has been vetted through Facilities Review Committee. Chris Miller motioned to approve the item, which was seconded by Bernard Sena and approved by unanimous vote. VP Perez will now take the item to SPC.

**III. First Reading**

**A. Naming Rights – Arboretum**

Debbie King from the Foundation presented a five-year pledge from Hunter Industries establishing an endowment of \$500,000 in support of the Palomar College Arboretum. VP Perez motioned to move this to second reading.

**B. Budget Committee Governance Structure**

VP Perez reported the Budget Committee proposed to add the Director, Enrollment Services as a member of Budget Committee.

**IV. Discussion/Information Items**

**A. Budget Subcommittee**

VP Perez reported the Budget Committee created a subcommittee to meet on the fourth Tuesday of each month for an in depth discussion and analysis of the District's budget. One member of each constituent group volunteered to be a member of the subcommittee.

**V. Reports**

**A. Report of Vice President:** VP Perez welcomed and introduced new Fiscal Services Director, Carmen Coniglio. VP Perez reported the interviews for the new President are in progress with an anticipated start date of January 2016. He mentioned that the District is beginning to plan for offerings/schedule/staffing of the South

Education Center, opening Fall 2017. He reported the new California Coast Credit Union ATM machine was installed in the old location near the Bookstore.

- B. Technology Plan Workgroup: Connie Moise reported they had their first meeting on September 16<sup>th</sup> and mentioned they have the opportunity to update the strategic planning process for the Technology Master Plan as the current plan sunsets in 2016.
- C. Facilities Review Committee: Chris Miller reported the Facilities Review Committee meeting scheduled for September 17<sup>th</sup> was cancelled because it was the same week as the Community College Facility Coalition (CCFC) in Sacramento. Palomar College won two awards; an award of Excellence for the Humanities Building and an Award of Merit for the Learning Resource Center.
- D. Safety & Security Committee: Chris Miller had no report. The next meeting is scheduled for October 7<sup>th</sup>.
- E. Bookstore Subcommittee: Bernie Sena had no report. The first meeting is scheduled for October.
- F. Food Services Subcommittee: Bernie Sena had no report. The first meeting is scheduled for October.

**VI. Other Items**

None.

**VII. Adjournment**

There being no further items, the meeting was adjourned at 2:39 p.m.