
Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, April 14th in Room AA-140. The meeting was called to order at 2:01 p.m. by Ron Ballesteros-Perez, Vice President of Finance and Administrative Services.

Roll Call

Members Present: Jenny Akins, Carmen Coniglio, Jose Fernandez, Susan Garland, Chris Miller, Connie Moise, Teresa Wacker

Members Absent: Rosie Antonecchia, Shannon Lienhart, Phoenix Prefontaine, Bernard Sena

Guests: Robert Threatt

Recorder: Dayna Schwab

I. Approval of Minutes

(MSC: Miller/Coniglio) The minutes of March 10, 2016 were approved with Jose Fernandez and Connie Moise abstaining and will be posted on the Palomar web page as follows: <http://www2.palomar.edu/pages/faspc/minutes-and-agendas/>.

II. Second Reading

None.

III. First Reading

None.

IV. Discussion/Information Items

A. AP 3570 Smoking and/or other tobacco use

VP Perez reviewed a draft of AP 3570. There were no comments or recommendations on the suggested edits.

B. Fall 2016 Committee Start Time

Due to the change to the compressed calendar for the Fall 2016 semester, the starting and ending times of classes will be shifting. Our meeting time will change from 2-3:30 PM to 2:30-4 PM to accommodate our faculty members.

V. Reports

A. Report of Vice President: VP Perez introduced our new Internal Auditor/Analyst, Robert Threatt. The members for the Presidential Search Committee were approved with Governing Board Secretary, Nancy C. Chadwick serving as the committee chair. A tentative start date for the new President is August 2016. Negotiations with the CCE including the Classification Study will begin this week and negotiations with the PFF will begin the following week. The draft EIR for the South Education Center is open for public comment and will go to the Governing Board meeting on June 7th. There will be a special SPC meeting on April 27th from 3:30-5PM to discuss the South Education Center. The Budget Committee will be making recommendations to SPC on budget reduction ideas while the District is in stability funding. The RFQ for a Branding and Marketing Consultant closes on April 22nd.

- B. Technology Plan Workgroup: Connie Moise reported they are still working on the draft Technology Master Plan. They are waiting for the Strategic Plan goals to be finalized so their goals support the Strategic Plan goals. A taskforce was created to review commercially available mobile apps for the District. They reviewed 3 products that have a track record with institutions using PeopleSoft. Connie will present their findings at the next SPC meeting on April 19th.
- C. Facilities Review Committee: Chris Miller reported that the committee met on April 7th. There was a first reading to convert the single-use restrooms at PAC to gender neutral restrooms and it was moved to second reading. The committee recommended that all single-use restrooms on campus be designated as gender neutral and requested this be moved to a first reading item at the next scheduled meeting. The Facilities Department is identifying what single use restrooms can be equipped with changing tables to function as family restrooms. These family restrooms will be located where children are likely to attend such as the Student Services Center, Theater, etc. and not classroom buildings. Chris provided a Prop M Construction Update. There is currently over \$200 million in construction projects going on right now.
- D. Safety & Security Committee: Chris Miller reported that the committee met on April 6th. The Safety Working Group will be conducting a safety walk of the MD Building next month to identify any safety hazards. District two-way radios have been reprogrammed to communicate with the Escondido Center and have an emergency channel to be used by both campuses including not only Facilities, but anyone who has been issued a District radio. The Emergency Preparedness Plan Working Group is finalizing details to hold an EOC training and fire drill this summer.
- E. Bookstore Subcommittee: Bernard Sena had no report.
- F. Food Services Subcommittee: Bernard Sena had no report.

VI. Other Items

None.

VII. Adjournment

There being no further items, the meeting was adjourned at 2:42 p.m.