
Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, September 14th in Room H-306. The meeting was called to order at 2:34 p.m. by Connie Moise, Director of Information Services.

Roll Call

Members Present: Jenny Akins, Alex Garcia, Susan Garland, Chris Miller, Connie Moise, Teresa Wacker

Members Absent: Ron Ballesteros-Perez, Carmen Coniglio

Recorder: Dayna Schwab

I. Approval of Minutes

MSC (Akins/Garland) to approve the minutes of April 13, 2017. The minutes were approved unanimously with Chris Miller abstaining and will be posted on the Palomar web page as follows: <http://www2.palomar.edu/pages/faspc/minutes-and-agendas/>.

II. Discussion/Information Items

None

III. Reports

- A. Report of Vice President: Connie Moise reported on behalf of VP Perez. The 2017-2018 adopted budget was approved at the Governing Board meeting. The Assistant Superintendent/Vice President of Human Resource Services has been selected. Connie mentioned this council will be responsible for reviewing the Finance & Administrative Services District policies and administrative procedures (chapter 6).
- B. Technology Plan Workgroup: Connie Moise reported the Workgroup met but had no checklists to review. The Palomar College mobile app launched in stores on May 25th. There are still some features that the College would like to add, i.e. paying fees and email.
- C. Facilities Review Committee: Chris Miller reported the District is replacing all student lockers on campus and adding additional lockers. The plan is to install them over the winter break. We are on schedule to open the Parking Structure for the spring 2018 semester and the North Ed Center and South Ed Center for summer 2018 classes.
- D. Safety & Security Committee: Chris Miller reported the District opened three (3) temporary lots for the fall 2017 semester; one near CVS, one at the San Marcos Methodist Church and one near Student Parking Lots 3 and 5 in the old Nursery. Campus Police was providing a count on the hour of the parking lots that were full or had available parking during the first week of fall classes. We will eventually close the temporary lot at CVS once we have sufficient onsite parking.
- E. Bookstore Subcommittee: VP Perez was absent and had no report.
- F. Food Services Subcommittee: VP Perez was absent and had no report.

IV. Other Items

- A. Fiscal Services Update: Carmen Coniglio was absent and had no report.
- B. Accreditation Steering Committee: Connie Moise reported the committee is working on the Substantive Change Report. It has been requested that councils "tag" their meeting minutes back to sections of the accreditation report, i.e. (III.C.1.a) so it is easy to locate evidence when preparing the self-evaluation report. She reminded the committee members that if you are a member of a specific constituent group on a committee or council, to share the information that was covered.

V. Adjournment

There being no further items, the meeting was adjourned at 2:54 p.m. Connie Moise gave a presentation on the mobile app for those who wanted to stay and see it.