

November 8, 2018

Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, November 8th, in Room A-4C1. The meeting was called to order at 2:35 p.m. by the Vice President of Finance and Administrative Services, Ron Ballesteros-Perez.

Roll Call

Members Present: Ron Ballesteros-Perez, Jenny Akins, Carmen Coniglio, Amber Cross, Anel Gonzalez, Chris Miller, Connie Moise

Members Absent: Riya Faldu

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes of the October 11, 2018 meeting were approved and will be posted on the Palomar webpage: <http://www2.palomar.edu/pages/faspc/minutes-and-agendas/>.

(MSC: Miller/Cross)

II. Reports

- A. Report of Vice President: VP Perez reported some of the new *VendiBean* coffee vending machines have been installed at the main campus. Vending machines will also be set up at the Rancho Bernardo, Escondido, and Fallbrook Education Centers. He presented a slideshow that displayed renderings of the permanent Phase I building to be built at the Fallbrook Education Center. This first permanent building is designed for 1,000 FTES and Prop M funds will be utilized for this project as well as the Athletic Complex. The District plans to go out for another bond in 2020.
- B. Technology Plan Workgroup: No Report
- C. Facilities Review Committee: Chris Miller reported the group continues to work on changes to their Governance Structure. Upon completion, Chris will bring the revised document to FASPC for review. College Police (except for Dispatch) moved into the new Police building on November 5th. Dispatch will move over soon. There have been preliminary discussions about moving the Public Affairs and Foundation offices to the building previously occupied by Campus Police. The expansion of the Veterans Center has started and a grant will be utilized to cover the cost. The food pantry project is complete and being utilized by students. Additional speed bumps have been installed in front of the ECE Lab School. We are on-schedule for a Spring 2019 move-in to the new LRC. Staff are expected to move into the new M&O building some time in early February 2019. PV panels are being installed/connected at the Rancho Bernardo Education Center; the goal is to have everything completed by the end of the year.
- D. Safety & Security Committee: Chris Miller reported the group is considering changes to the current membership, which may include the addition of representatives from the Education Centers. Chris will get clarification on the current membership. Anel

Gonzalez commented that there is a need for a permanent police officer at the Escondido Center. Chris will bring this issue to the Safety & Security Committee. Anel will bring the issue to Chief Moore and to an Executive Cabinet meeting.

- E. Bookstore Advisory Council: No Report
- F. Food Services Advisory Council: The group will be meeting with Aramark's new regional manager to discuss service, food quality, and prices.

III. Other Items

- A. Fiscal Services Update: Carmen Coniglio reported the county is changing banks, moving from Wells Fargo to Chase Bank. A new Manager of Student Accounts & Cashiering, Cassandra Stone, has been hired and will start work November 16th.
- B. Accreditation Steering Committee: No Report
- C. Information Services Update: Connie Moise talked about Board Policy/Administrative Procedure 3720 – Computer and Network Use and clarified that District resources may not be used to transmit personal advertisements, solicitations or promotions. There was a brief discussion regarding service "outages" and Connie reported all outages are posted on the I.S. website. I.S. is close to going "live" with an upgrade to the Payroll/HR PeopleSoft system.

IV. Adjournment

There being no further items, the meeting was adjourned at 3:20 p.m.