

November 14, 2019

Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, November 14, in Room A-145. The meeting was called to order at 2:35 p.m. by Stephen Garcia, Acting Vice President, Finance & Administrative Services.

Roll Call

Members Present: Jenny Akins, Carmen Coniglio, Amber Cross, John Matson, Chris Miller, Connie Moise, Robert Sedillo, Susan Snow

Guest: Robert Threatt

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes of the October 10, 2019 meeting were approved and will be posted on the Palomar webpage: <http://www2.palomar.edu/pages/faspc/minutes-and-agendas/>. (MSC: Moise/Akins and 1 abstention)

II. Other

- A. SCFF Presentation – Carmen Coniglio gave a PowerPoint presentation, *Apportionment Update – Student Centered Funding Formula*. She reported that the 2019 Budget Act includes major policy changes on the SCFF Implementation. In the first year of SCFF implementation, 2018-19, there is not enough funding to “fully fund” the SCFF for all districts, (an estimated \$103M is needed), and changes had to be made. The Chancellor's Office was required to determine how to manage apportionment of funds within available resources. For 2019-20 new funding rates and new point values will be calculated and this information will be released by the Chancellor's Office in February 2020. The total funds available for distribution to all districts for FY2019-20 will be distributed as follows: 70% Base Allocation, 20% Supplemental Allocation, and 10% Student Success Allocation.
- B. Internal Audit Overview - Robert Threatt reported the development of a formal Internal Audit function is in process. The Internal Auditor will report directly to the Vice President of Finance & Administrative Services with a dotted line reporting relationship to the Superintendent /President. These reporting relationships are critical because the Internal Auditor must have the ability to work independently to assess internal controls, risk management, and governance. Robert said he is developing a broad 3-year Internal Audit plan to include all State and Federal requirements. In addition, an annual report will be developed to identify specific areas. The focus of the first year will be the FCMAT recommendations, all requirements associated with our fiscal independence, and financial aid. VP Garcia commented, in view of the FCMAT Report, we may be asking the Chancellor's Office for additional resources to fund an audit team to come in and do further assessment to bring the District into compliance. Carmen suggested adding an internal audit of data integrity as it relates to apportionment claims.

III. Reports

- A. Report of Vice President: Vice President Garcia gave a brief update on the FCMAT report and talked about expectations going forward.
- B. Technology Plan Workgroup: No Report
- C. Facilities Review Committee: No Report
- D. Safety & Security Committee: No Report
- E. Bookstore Advisory Council: Vice President Garcia gave a brief update.
- F. Food Services Advisory Council: Vice President Garcia gave a brief update.
- G. Accreditation Steering Committee: No Report

IV. Adjournment

There being no further items, the meeting was adjourned at 3:48 p.m.