

February 13, 2020

Call to Order

A meeting of the Finance & Administrative Services Planning Council (FASPC) was held on Thursday, February 13, in Room A-145. The meeting was called to order at 2:35 p.m. by Yulian Ligioso, Acting Vice President, Finance and Administrative Services.

Roll Call

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

Absent: Connie Moise

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes of the December 12, 2019 meeting were approved with amendments and will be posted on the Palomar webpage: <http://www2.palomar.edu/pages/faspc/minutes-and-agendas/>.

(MSC: Miller/Coniglio)

II. Reports

- A. Report of Vice President: Yulian Ligioso provided members with a list of cost savings strategies that were collected in the Fall and categorized. He asked everyone to carefully review the suggestions and share them with their constituency groups. Members were also asked to bring back ideas on ways to take action at the next meeting. John Matson requested a report on the outcome of the recent money-saving efforts. Carmen Coniglio announced staff trainings will be offered in March on the budget development process and the new payment request (voucher) process. Yulian Ligioso talked about the Governor's Budget Proposal. He said the proposal includes a 2.29% COLA, which he estimated would equate to \$2.6M for Palomar College. Growth of .5% was proposed, however, Palomar is not eligible. There are one-time instructional equipment funds, which could equate to approximately \$400K and block grant funds that could equate to approximately \$500K for Palomar. For FY20-21, the increase in PERS, STRS, and health benefits is expected to consume the COLA.
- B. Technology Plan Workgroup: No Report
- C. Facilities Review Committee: No Report
- D. Safety & Security Committee: Chris Miller reported the committee is waiting for some clarification before they begin working on a new emergency preparedness training specifically for Governing Board meetings. The group is currently reviewing medical emergency procedures and the relationship between Student Health Services and Campus Police. A classified staff member assigned to the Fallbrook Center brought a safety concern to the Committee, reporting inadequate campus police coverage in the mornings, M-F. Campus Police is looking into the issue. Susan Snow asked about locked vehicle gates in parking lots at the Escondido Center. Chris explained vehicle gates are being locked on weekends and evenings to prevent people from illegally parking their vehicles (and camping) in District parking lots. There are combination locks

on the gates and employees at the Escondido Center have the combination if they need to open gates.

E. Bookstore Advisory Council: No Report

F. Food Services Advisory Council: No Report

G. Accreditation Steering Committee: Yulian Ligioso reported the Standard III.D Writing Team met and was beginning the writing process. He explained the group will first create bullet lists and then craft the narrative, explaining how we meet all the standards. The group will be meeting weekly to complete a draft by the April 15th deadline.

III. Adjournment

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