

MINUTES OF THE MEETING: April 14, 2003

PRESENT: S. Card, E. Forde, S. Herrera, Y. Lee, D. Maurizio, M. Tan, D. Weaver, L. Wu

EXCUSED D. Schaeffer

ABSENCE:

D. Maurizio, FiPC Chairperson, convened the meeting at 11:10 a.m.

1. Announcements

1.1 Lissette Valdivia, FiPC Secretary, informed the Committee members that Professor Jean Adenika-Morrow has retired as of Spring 2003.

1.2 Yuet Lee, Assistant Vice President for Administration and Finance, briefed the FiPC members in regards to the recent budget reductions. Mr. Lee was able to address some of the FiPC members' questions and concerns.

1.3 Shiz Herrera, Representative for the College of Arts and Letters, reported on a follow-up concerning the Theater Project in relation to the matter of college participation in construction projects. Tom Johnson, Director of Procurement and Contracts, briefed her on the logistics involved with minor cap construction projects. Representative Herrera shared the information with the FiPC members. After discussing some of the Committee member's concerns, it was recommended that Dr. Herrera draft a policy recommending the Dean's or Administrator's consultation in the process of the planning and executing minor cap construction projects.

1.4 Ed Forde, representative for the Committee on Committees, shared with the Committee members helpful information in regards to facilities chargebacks and funding.

2. Intent to Raise Questions

Ed Forde requested the current composition of the Space Management Subcommittee. Don Maurizio will contact Virginia Banker, Executive Secretary, to inquire and report to the committee.

3. Liaison/Subcommittee Reports

Deborah L. Schaeffer, Executive Committee Liaison, was not present at today's FiPC meeting.

4. Approval of the Agenda

It was m/s/p to approve the agenda.

5. Approval of the Minutes

It was m/s/p to approve the minutes of the meeting of February 14, 2003 (FiPCM 02-7) as amended.

6. Facilities Charges and Sanitation Concerns

A motion (see FiPC M 02-07) will be prepared by D. Maurizio and sent to J. Theodore Anagnoson, Chairperson, Executive Committee, requesting a written policy for Facilities Services chargebacks and other facility charges.

7. New Business

There was none.

8. Adjournment

It was m/s/p to adjourn at 12:10 p.m.