

MINUTES OF THE MEETING: November 21, 2004

**PRESENT:** S. Herrera, D. Maurizio, S. Mims, A. Muchlinski, D. Schaeffer, J. Woo

**EXCUSED ABSENCE:** J. Benedict

**ABSENT:** S. Card, M. Correia

D. Schaeffer, FiPC Chairperson, convened the meeting at 11:02 a.m.

1. Announcements
  - 1.1 H. Soto, Budget Director, is attending the FiPC meeting in place of Yuet Lee.
  - 1.2 L. Valdivia was unable to attend to today's meeting. Minutes will be recorded and notes will be taken by D. Schaeffer.
2. Intent to Raise Questions  
There were none.
3. Liaison/Subcommittee Reports  
D. Schaeffer reported:
  - 3.1 The Senate will be hosting a Technology Town Hall meeting on November 23, 2004. Everyone is invited to attend.
  - 3.2 The IKON contract was terminated by mutual consent. More details will be provided at the next FiPC meeting.
  - 3.3 IRA grants have not been awarded as of November 21, 2004. D. Schaeffer will keep the committee informed of any developments.
  - 3.4 An evaluation survey will be distributed during Winter Quarter to faculty to request their perception of the performance of the Deans, the Provost, the AVP for Academic Affairs - Planning and Resources, the AVP of Academic Affairs, and the Dean of Undergraduate Studies. The Acting Deans will not be included in this review cycle.
4. Approval of the Agenda for November 21, 2004 (FiPC A 04-3).  
It was m/s/p (S. Mims) to approve as amended.
5. Approval of the Minutes for October 25, 2004 (FiPC M 04-2).  
It was m/s/p (A. Muchlinski) to approve as amended.
6. Instructionally Related Activities Proposals Process  
The FiPC further discussed the IRA Process. D. Schaeffer announced that Dr. E. Lipton, AVP for Academic Affairs - Planning and Resources and Dean of Educational Support Services, is working on the new timeline proposal. The Committee asked her to contact Dr. Lipton and suggest that he consider a "hard" deadline of late Spring Quarter for the allocation decisions to be announced to the faculty.

7. Facilities Chargebacks

The FiPC members reviewed and discussed the Administrative Procedure 503's questions prepared by D. Schaeffer. More input was gathered from the FiPC members. The item has been agendaized for further discussion at the next FiPC meeting on January 10, 2005. Questions will be finalized by D. Schaeffer and sent to the Committee via email prior to the quarter break for one last look. She hopes to be able to invite J. Ferris, Director of Facilities Services, for a FiPC time-certain on January 24, 2005.

8. Parking Availability and Construction Projects

The FiPC members decided to send a memo to Ali Izadian, Director of Facilities Planning and Construction, inquiring about the projected impact on parking and remedies for the next 24 months due to several major construction projects scheduled.

9. Adjournment

It was m/s/p (S. Mims) to adjourn at 12:10 p.m.