

MINUTES OF THE MEETING: February 28, 2005

**PRESENT:** J. Benedict, S. Card, W. Carrillo, S. Herrera, Y. Lee, D. Maurizio, S. Mims,  
A. Muchlinski, D. Schaeffer, J. Woo

**EXCUSED:** M. Correia

D. Schaeffer, FiPC Chairperson, convened the meeting at 11:05 a.m.

1. Announcements
  - 1.1 W. Carrillo, ASI Undergraduate Representative 2004-05 Academic Year, was introduced to the Committee members.
  - 1.2 D. Schaeffer prepared a response to the Executive Committee providing requested FiPC feedback on Draft Budget Guidelines 2005-06. The memo was forwarded on February 14, 2005 to R. Garcia, Chairperson for the Academic Senate. The Committee did take FiPC comments and concerns into account before finalizing its recommendations to the President.
2. Intent to Raise Questions  
There were none.
3. Liaison/Subcommittee Report  
D. Schaeffer reported:
  - 3.1 The GET presentation by J. Woosley, Director of Admissions and University Registrar, scheduled for the March 8, 2005 Academic Senate meeting has been canceled.
  - 3.2 The Executive Committee held a special meeting on Tuesday, February 22, 2005 with Dr. A. Ross, Vice President for Student Affairs, Dr. H. Lujan, Provost and Vice President for Academic Affairs, and ASI representatives to share concerns in regards to ongoing problems with GET and other student services issues.
4. Approval of the Agenda for February 28, 2005 (FiPC A 04-6)  
It was m/s/p (S. Mims) to approved agenda as submitted.
5. Approval of the Minutes for February 14, 2005 (FiPC M 04-5)  
It was m/s/p (A. Muchlinski) to approve the minutes as amended.
6. Facilities Chargesbacks and Other Facilities Concerns  
A copy of the Custodial Service Cycle (Cleaning Frequencies) requested by FiPC at its last meeting was forwarded to the Committee by J. Ferris, Director of Facilities Services.  
  
D. Schaeffer sent a follow-up request for more information to J. Ferris regarding faculty and staff access to the online site for tracking Work Orders. No response has been received.
7. Instructionally Related Activities Proposals Process  
Dr. E. Lipton, Assistant Vice President for Academic Affairs - Planning and Resources and Dean, Educational Support Services, provided a memo answering questions concerning the funding figures from the last two academic years. W. Carrillo asked why General Fund monies were no longer being used to augment IRA. D. Schaeffer will contact E. Lipton for clarification on this matter.

Committee members inquired about the status of departmental notification to faculty members for 2005-06 IRA proposals, which were due out in February. D. Schaeffer will inquire and update the Committee via email.

9. Minor-Cap Projects Process

The Minor-Cap Projects process was discussed. It was agreed that further information is needed in order to more effectively discuss this issue. D. Schaeffer and L. Valdivia will obtain a copy of the Administrative Procedures regarding these projects and the University committees involved. D. Schaeffer asked Y. Lee to provide information on the funding limits of Minor-Cap Projects at the next meeting.

10. PeopleSoft and GET

The FiPC members have requested the Chair provide updates on the progress of PeopleSoft and GET. This issue will stay on FiPC's agenda.

11. Adjournment

It was m/s/p (D. Maurizio) to adjourn at 11:45 a.m.