

MINUTES OF THE MEETING: November 10, 2003

PRESENT: S. Card, E. Forde, D. Kelly, S. Mims, D. Schaeffer

EXCUSED ABSENCE: A. Bowden, S. Herrera, C. Constanza, M. Correia, Y. Lee, D. Maurizio, L. Wu

S. Card, FiPC Vice Chairperson, convened the meeting at 11:05 a.m.

1. Announcements

Inquiries raised under *Intent to Raise Questions* at the October 27, 2003 (FiPC M 03-02) meeting will be addressed on a later date.

2. Intent to Raise Questions

E. Forde, Nominations Committee Representative, raised the following questions:

2.1 The Extended Education Office collects Open University registration funds by the third week of every quarter. A percentage of these funds are returned to the Colleges and Departments. Each quarter the reporting of the CERF funds arrives later to the Colleges and Departments. The CERF funds for Summer 2003 were reported to the Colleges on November 7, 2003; four months after they were collected. Why is this reporting so late?

D. Schaeffer, Executive Committee Liaison, raised the following questions:

2.2 It has come to my attention that there is at least one faculty member that is purchasing quarterly faculty parking decals at the Cashier's Office and giving them to their students as rewards. My questions for Dr. Steven Garcia are:

2.2.1 What sort of auditing or tracking system is in place to monitor the purchase of parking decals bought at the Cashier's Office rather than by Payroll Deduction?

2.2.2 Can an audit be run to ensure that faculty or staff members are not purchasing multiple parking stickers?

The proper officers will be contacted and request a response to the FiPC members' questions.

3. Liaison/Subcommittee Report

D. Schaeffer, Executive Committee Liaison, reported.

4. Approval of the Agenda

It was m/s/p (D. Kelly) to approve the agenda as amended.

5. Approval of the Minutes

It was m/s/p (S. Mims) to approve the minutes of the meeting of October 27, 2003 (FiPC M 03-2). Corrections noted for items 3 and 8.1.2.

6. College Participation in Construction Projects

Item was postponed for next FiPC meeting.

7. Facilities Charges Concerns

Item was postponed for next FiPC meeting.

8. Adjournment

It was m/s/p (D. Kelly) to adjourn at 11:30 a.m.