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SUMMARY OF THE MEETING OF
THE BOARD COMMITTEE ON FINANCE & ADMINISTRATIVE SERVICES
May 3, 1999

Office of Finance Report:

- Presentations by firms which submitted proposals for the external audit for FY 1999 were held on April 19, 1999.
- The Audit Committee recommended Altschuler, Melvoin and Glasser for a one year contract to be made through the Finance Committee.
- The Strategic Plans and the Budget estimates were received from the Colleges and the District Office. The requests will be evaluated and a formal preliminary budget request will be submitted to the Chancellor.
- The Treasurer's report reflected that it maybe necessary to borrow from the working cash fund in June. This report will be incorporated in the Trustees Board package in the future.
- A resolution to reflect the resignation of Chairman Gidwitz which will affect the signature cards will be presented to the Board.

Office of Information Technology Report:

- Presented an update on the PeopleSoft Project. The project is on schedule, but going over budget because of lack of staffing.
- Reported on Y2k. Project is on schedule. Responses to our embedded chip system RFP being reviewed.
- Status of College-Wide Technology Plan presented.
- Presented OIT Accomplishments. Acknowledged OIT staffs who resolved virus problem.

Office of Administrative Services Report:

- Presented monthly Capital Projects Status Report.
- Presented the Public Building Commission Activity to the Committee for review.
- Presented the monthly M/WBE report to the Committee
- Reported that all annual educational plans and budgets have been submitted for FY2000. A review process will begin shortly with the Chancellor, the Budget Director and Administrative Services to provide feedback to colleges and district office departments on their plan and budgets.
- The Committee reviewed all board reports submitted.

May 6, 1999/JR/hmc
