22059

SUMMARY OF THE MEETING OF

THE BOARD COMMITTEE ON FINANCE & ADMINISTRATIVE SERVICES

June 29, 2000

Office of Finance Report:

- A summary of the Tentative Unrestricted FY2001 Budget was included in the Board packet. Based on this information, allocations were given to each of the colleges and will be loaded onto the Financial Management System by the first week of July.

- Cashflow projections thru June 2000 and the projections for the first six months of FY2001, were included in Board packet.

- The auditors have initiated the preliminary stages of the FY2001 audit. They have conducted policy and procedure reviews as well as visited the campuses of Kennedy-King and Truman Colleges. The audit is expected to be well-organized and timely. All reporting deadlines are expected to be met.

Office of Information Technology Report:

- The results of the IBM assessment (a follow-up to the 1998 assessment) of the Office of Information Technology was presented. Presenter Tom Wunderle of IBM recapped (via slide presentation) key recommendations and findings.

- The installation of the new web virus server helped to block over 10,000 variations of the "love-bug" virus.

- Consulting contracts will not be extended past December until the development of their Strategic Plan is implemented.

Office of Administrative Services Report:

- Presented the Monthly Capital Projects Report to the committee.

- Presented the Public Building Commission Activity Report for the month of May.

- Provided an update on the RAMP report presentation.

- Provided an update on Strategic Planning.

- Requested pre-approval for the expenses to move the Culinary Program to Kennedy –King College.

July 5, 2000/RMG/ cs