

Santa Fe College
Resource & Planning Council
February 10, 2011
Northwest Campus, Room S-318

Minutes

1.0 Welcome and Call to Order

Ginger Gibson called the meeting to order at 2:10 pm.

The following members of the Council were present:

Ed Bonahue – Ex Officio	Rebecca Rogers for Bill Reese
Gayle Davis	Julie Shay
Francisco Garrido - Student	David Shlafer
Ginger Gibson – Co-Chair	Angie Siekers
Kelly Gridley	Joan Suchorski
Paul Hutchins	Marilyn Tubb
Eugene Jones	Bruce Tucker
David Price	

The following members were not present:

Lauren Bates - Student	Bill Reese
Chuck Clemons – Ex Officio	Dan Rodkin
Mike Droll – Co-Chair	Laurel Severino
Steve Fisher	Clay Smith
Lela Frye	Lynn Sullivan
Michael Hutley	Portia Taylor – Ex Officio
Jean Hutton	Guy York – Ex Officio
Tim Nesler	

Recorder: Amy Nichols

Ginger reminded everyone of the SACS kick-off meeting at 1:00 Friday, February 11th, and all RPC members are invited. Also, all those who attended the December SACS Annual Meeting need to post their notes to Xitracs.

2.0 Approval of Minutes – Ginger Gibson

The meeting minutes from both the November 4th and January 20th meetings were approved.

3.0 Relationship of RPC to SACS – Ed Bonahue

Ed Bonahue stated that the RPC is not the same as SACS, but RPC needs to be aware of SACS purpose and process, which he explained to the committee. Over the next year, the college will be preparing the compliance report, the QEP, and also for the site visit on October 29-31, 2012. The compliance report is due in March 2012. Although RPC is not a SACS working group, Ed would like the compliance audit to go through this group, and wants RPC to be the active link between the college's goals and the resources to accomplish those goals.

4.0 Accountability Measures – Ed Bonahue

Ed would like every department and office to know what SACS expects of all of us, and to assess at the end of the year how we accomplished our goals. Ed is requesting Mike Droll to compile all planning and assessment into the assessment report. We need to look at our current goals to determine if they are still our goals, and update if necessary. The college is required to write an equity report every year and that information should be included in the assessment report. Additionally, Accountability Data Reports are submitted to the state each year and these should be in the assessment report, as well. Through these reports, the college can see how well it is doing year by year. Ed provided a "Summary of Accountability Data Reports" handout and reviewed the information as to retention, success, and completion. The information is generated by crossing K-12 database with Higher Ed database. This information gives us an opportunity to evaluate a department's or program's performance and how to improve.

5.0 Budget Update – Ginger Gibson

Ginger reviewed the presentation schedule for future RPC meetings, and stated that Tim is unable to present on TAC today due to a family emergency, so he will be rescheduled to present at the next RPC meeting.

Ginger discussed operating budget revenues and expenditures. SF revenues consist of state funding, tuition, student fees, and investment income. State appropriations for FY 11/12 are projected to decrease 5-10% over FY 10/11 appropriations, and total recurring state funding for FY 11/12 are projected to decline over 10/11 projected revenues. Expenditures include personnel services, current expense, capital outlay, and contingency/fund balance. Pursuant to state policy, the unappropriated Ending Fund Balance is set at 5%, however, SF Board of Trustees requests a total unrestricted Ending Fund Balance of approximately 7%.

Ginger also provided fast facts of the Florida College System (FCS). There is a FCS institution within 50 miles of every Floridian, and approximately one out of every 20 Floridians is served by the FCS. From 2007-08 to 2009-10, FTE enrollment grew over 25%. The state fund per FTE in FY 10-11 was \$2866. The lowest in the past ten years was \$2845. SF's base recurring budget is \$68 million. The Governor's budget proposes to remove stimulus, and proposes no tuition increase. SF has not reached the maximum tuition, so we could increase SF's to the maximum amount, if needed. Before adjustments, projections for FY 2011/2012 revenue over expenditure show a

deficit of \$400,000. Ginger would like to finalize the budget recommendations to Presidents Staff by March 24th.

6.0 QEP Update – Eugene Jones

Eugene stated that they have sorted through the 370 ideas they received and have narrowed it down to 125. These ideas will be rated on a set of criteria to develop the final QEP topic by March. The implementation team will research other schools to determine SF's implementation process and the cost to implement. An expert volunteer or QEP evaluator will be hired from out of state to determine if our plan is achievable.

7.0 Adjourn

Ginger adjourned the meeting at 3:15 pm.