

**Santa Fe College**  
**Resource & Planning Council**  
February 16, 2012  
Northwest Campus, Room S-318

**Minutes**

**1.0 Welcome and Call to Order**

Ginger Gibson called the meeting to order at 2:05 pm.

The following members of the Council were present:

Lisa Armour	Sharon Loschiavo
Lola Christian	Tim Nesler
Lela Frye	David Price
Ginger Gibson	Bill Reese
Gary Hartge	Dan Rodkin
Paul Hutchins	David Shlafer
Jean Hutton	Joan Suchorski
Jodi Long	Marilyn Tubb

The following members were not present:

Katey Arnold	Clay Smith
Ed Bonahue	Lynn Sullivan
Chuck Clemons	Gerard Williams
Karim Diff	Carole Windsor
Rhonda Morris	

Recorders: Hannah Fischer and Amy Nichols

**2.0 Budget Process and Budget Schedule – Ginger Gibson**

Ms. Gibson provided information on the document titled “Operating Budget Instructions/Planning Process Workshop.” She pointed out that the date for the Resource and Planning Council’s (RPC) presentation of recommendations for the 2012-2013 Operating budget and Strategic Initiatives would likely be shifted to a later date.

**Action Item:** Committee will review the document and make suggestions to Ginger Gibson.

### **3.0 Detailed Review of Assumptions and Projections – Ginger Gibson**

Ginger Gibson led discussion of the assumptions and projections and encouraged questions regarding the budget process.

**Action Item:** Ginger Gibson will email updated Assumptions and Projections for Fiscal Year 2012-2013

**Action Item:** Committee members will review the document and make suggestions to Ginger Gibson

### **4.0 Schedule of Upcoming Meetings – Lisa Armour**

Dr. Armour indicated that the handout ‘Agenda/Notetaker’ listed the remaining meetings for the year along with time, dates and locations. At the council’s suggestion, several meetings were added to the schedule to allow sufficient work time to formulate recommendations on the strategic initiatives and the 2012-2013 budget. The current RPC roster, with contact information, was distributed. The committee has some new members allowing past members to rotate off. The ex-officio members are non-voting and are more of a resource for the Committee. The membership is non-representational of the college but current members are expected to take information gathered back to the college constituents and return with their feedback. The committee will be more of a tool for communication, to have a two way conversation with the college. The council suggested rearranging the room to enhance dialogue. Dr. Armour encouraged new members to explore the RPC website for background information, and particularly recommended close reading of the Institutional Effectiveness Manual.

**Action Item:** Ms. Fischer will request room S-329 for future meetings.

### **5.0 Adjournment – Lisa Armour**

The meeting was adjourned at 3:15 pm.