

**Santa Fe College**  
**Resource & Planning Council**  
March 29, 2012  
Northwest Campus, Room S-329

**Minutes**

**1.0 Welcome and Call to Order**

Lisa Armour called the meeting to order at 2:01 pm.

The following members of the Council were present:

|                  |                              |
|------------------|------------------------------|
| Lisa Armour      | Rhonda Morris                |
| Lola Christian   | Tim Nesler                   |
| Karim Diff       | Jenna Miller for David Price |
| Lela Frye        | David Shlafer                |
| Ginger Gibson    | Lynn Sullivan                |
| Gary Hartge      | Joan Suchorski               |
| Jodi Long        | Marilyn Tubb                 |
| Sharon Loschiavo | Carole Windsor               |

The following members were not present:

|               |                 |
|---------------|-----------------|
| Ed Bonahue    | Dan Rodkin      |
| Chuck Clemons | Clay Smith      |
| Jean Hutton   | Gerard Williams |
| Bill Reese    |                 |

Recorders: Hannah Fischer and Amy Nichols  
Guest: Dr. Bruce Tucker

**2.0 Approval of the March 15, 2012 Minutes – Lisa Armour**

**Action Taken:** Minutes for the March 15 meeting were approved, with a correction to indicate that Karim Diff was present.

**3.0 Budget Update - Ginger Gibson**

Ginger Gibson gave a Budget Process update. She will be emailing the continuing budgets in pdf form tomorrow. She said we, as college, are in good shape, but to keep to our deadlines.

**4.0 Quality Enhancement Plan (QEP) Presentation- Rhonda Morris and Jodi Long**

Lisa Armour introduced Jodi Long and Rhonda Morris, co-chairs of the QEP Steering Committee, who gave a presentation on “Navigating the College Experience” which will also be presented

for the president's cabinet. The QEP is actually a Core Requirement (2.12) and aligned with the institution's mission. The goal is to improve the student learning environment. Student learning outcomes associated with the QEP address accurate self-assessment, reasoned decision-making, proactivity and self-sufficiency. There was discussion on the financial components of the plan and the budget necessary for implementing the plan. There was also a discussion on the analytics associated with proposed software, which could be used to identify students who could be at risk and in need of additional support.

**Action Item:** *The QEP presentation will be available on the Resource and Planning Council's website.*

## **5.0 Technology Advisory Committee (TAC) Planning Recommendations - Tim Nesler**

Tim Nesler began his presentation with an outline of the Information Technology planning process and its relationship to the college's strategic plan. He talked about current as well as long range IT planning goals. He summarized and updated the council on some of last year's goals and accomplishments. He gave budget and resource estimates for Information Technology Services (ITS) to support strategic initiatives as well as maintain the college's technical infrastructure. There was discussion on challenges such as constrained resources, resistance to change, and the difficulty of consistently maintaining focus on top priorities.

**Action Item:** *The presentation of the TAC Planning Recommendations will be available on the Resource and Planning Council's website.*

## **6.0 Plan for Covering Absences**

There was discussion to determine a plan for covering absences.

**Action Taken:** *Absent members will designate their own substitutes, and are responsible for briefing their substitutes so they can participate fully in the proceedings, including voting.*

## **7.0 Strategic Initiative "Organization Development"**

Discussion was deferred for an upcoming meeting.

## **8.0 Adjournment – Lisa Armour**

The meeting was adjourned at 3:40 pm.