

Santa Fe College
Resource & Planning Council
July 26, 2012
Northwest Campus, Room S-317

Minutes

1.0 Welcome and Call to Order

Lisa Armour called the meeting to order at 2:06 pm.

The following members of the Council were present:

Lisa Armour	David Price
Ed Bonahue	Rebecca Rogers for Bill Reese
Naima Brown	Dan Rodkin
Chuck Clemons	David Schlafer
Lela Frye	Clay Smith
Ginger Gibson	Joan Suchorski
Hannah Fischer for Gary Hartge	Lynn Sullivan
Jodi Long	Marie Thomas
Sharon Loschiavo	
Rhonda Morris	David Durkee – student government
Tim Nesler	

The following members were not present:

Karim Diff
Jean Hutton
Carole Windsor

Recorders: Hannah Fischer and Amy Nichols

2.0 Approval of Minutes – Lisa Armour

Action Taken: Minutes for the May 17 meeting were approved.

Action Taken: Minutes for the June 21 meeting were approved.

3.0 Revisions to the Procedure for Allocating Technology Fees – Lisa Armour

Before the meeting three documents were sent to RPC members by email, to be reviewed prior to the meeting for consideration as a new *Student Technology Fee Policy* and the budget for the technology fee.

The proposed *Student Technology Fee Policy* cites Florida Statute 1009.24, which allows colleges to assess a technology fee up to 5% of tuition per credit hour. It includes a definition of what the funds shall be used for along with examples of some possible uses. It also proposes a four step process for using the revenue. The proposed *Student Technology Fee Policy* and the budget for the *Student Technology Fee* were displayed and discussed. There was discussion of the importance of considering the impact of non-IT demands (such as Facilities demands) associated with projects funded through the *Student Technology Fee*.

Action Taken: The new *Student Technology Fee Policy* was approved.

Action Taken: The budget for the *Student Technology Fee* was approved.

Action Item: Discussion of a process for identifying and considering the full impact of technology enhancements and other projects will be a future agenda item.

4.0 Planning Flow Diagram – Lisa Armour

A summary diagram of our planning processes was presented for discussion. The vertical alignment and horizontal alignment of the processes were noted, as was the role of the Resource and Planning Council. There was discussion of the levels of planning at the college, from the institutional level down to the divisional and individual levels. It was suggested that the diagram be shared and discussed by RPC members with their constituents, both to gather feedback on its clarity and usefulness and to broaden understanding of how our group and individual planning efforts contribute to the whole.

5.0 Discussion and Action on the College’s Values Statements – Lisa Armour

A second discussion on the College’s values statements occurred. Some support remained for expanding an existing value statement to read “individual, social, and global understanding, engagement, and responsibility” rather than simply “individual, social, and global responsibility.” However, there was greater support for addressing the college’s values and goals statements as a set during the 2012-2013 academic year, after adopting institutional definitions for values statements and goals statements that would guide revision of this aspect of the strategic plan.

6.0 Review and Discussion of QEP Suggestions – Lisa Armour

Discussion of Strategic Initiatives with a summary of Organizational Development in particular, filled most of the time set aside for this agenda item. Some of the rated statements from the QEP were suggested as focus statements for different Strategic Initiatives. Statement number 56 for the Excellence in Teaching and Learning SI, number 12 for Organizational Development, number 24 for ETL, also suggested for consideration were numbers 34, 90 and 11. Dr. Armour made notes on the electronic document in front of the Council and the topics will be brought up again further along in the planning.

Action Item: Definition and revision of the college’s values and goals statements will be facilitated by the RPC during academic year 2012-2013.

7.0 Facilities Plan – Lisa Armour

There was discussion about the Facilities Plan unveiled to the college community July 19th in the Fine Arts Hall.

8.0 Adjournment

The meeting was adjourned at 3:50 pm