

Santa Fe College
Resource & Planning Council
October 18, 2012
Northwest Campus, Room P-260

Minutes

1.0 Welcome and Call to Order

Lisa Armour called the meeting to order at 2:05 pm.

The following members of the Council were present:

Lisa Armour	David Price
Naima Brown	David Schlafer
Lela Frye	Joan Suchorski
Ginger Gibson	Lynn Sullivan
Gary Hartge	Marie Thomas
Jean Hutton	DeAnn Thompson for Bill Reese
Jodi Long	Ray White for David Durkee
Sharon Loschiavo	Carole Windsor
Rhonda Morris	Kim Fugate-Roberts
Tim Nesler	

The following members were not present:

Benny Alligood	Karim Diff
Ed Bonahue	Dan Rodkin
Chuck Clemons	Clay Smith

Recorders: Hannah Fischer and Amy Nichols

Lisa Armour introduced Ray White as the student representative from the Judicial Branch of Student Government. Dr. Kim Fugate-Roberts, the Director of the Advisement, Counseling and Career Center, was introduced.

2.0 Revised Schedule of the Resource and Planning Council for the Academic Year 2012-13

The RPC schedule was revised to include meetings on March 14, March 28, April 11 and April 25, 2012. The proposed March 7 meeting was removed from the schedule.

3.0 Final Briefing Prior to SACS Visit

Lisa Armour reported that the Focused Report and the Quality Enhancement Plan were mailed to the SACS Reaffirmation Committee, as required, on September 28th.

There was discussion about the Core Requirements, Comprehensive Standards, and Federal Requirements addressed in the Focused Report. It was pointed out that during the onsite visit of the SACS Reaffirmation Committee, all operational units should be prepared to provide documentation and explanation of their cycle of continuous improvement. For each step in the continuous improvement cycle, good documentation will include data indicating a need for improvement, records of and narratives about actions taken to bring about that improvement, and data indicating the desired improvement was achieved. This was referred to as a “data sandwich.”

A question and answer period followed that covered topics such as SMART Objectives, Program Reviews, preparation of staff within academic and operational units for the visit. Rhonda Morris presented a sheet highlighting some talking points on the QEP, for example how it aligns with the college’s mission, focuses on improving the learning environment, and how it will be implemented and assessed.

4.0 Working Definitions of Values and Goals Statements – Lisa Armour

The discussion of value and goal statements and their definitions for use in the Strategic Plan and College mission was postponed.

5.0 Adjournment

The meeting was adjourned at 3:31 pm.