

Santa Fe College
Resource & Planning Council
February 28, 2013
Northwest Campus, Room S-329

Minutes

1.0 Welcome and Call to Order

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

The following members of the Council were present:

Bennye Alligood	Rhonda Morris
Lisa Armour	Tim Nesler
Ed Bonahue	David Price
Naima Brown	Dan Rodkin
Chuck Clemons	David Schlafer
Lela Frye	Clay Smith
Kim Fugate-Roberts	Joan Suchorski
Ginger Gibson	Lynn Sullivan
Gary Hartge	Marie Thomas
Jodi Long	DeAnn Thompson

The following members were not present:

Karim Diff	Bill Reese
David Durkee	Carole Windsor
Jean Hutton	

Recorders: Cheryl Farrell and Amy Nichols

2.0 Approval of Minutes – Lisa Armour

Action Taken: Minutes for the January 17, 2013, were approved.

3.0 Proposal for use of student technology fees - Biological Sciences Laboratory – Tim Nesler

Tim Nesler reported on behalf of Dr. Vertigo Moody that future expenses related to the requested \$9,183 from student technology fees for the purchase of six sets of LabQuest 2 Inquiry Biology packages along with necessary probes, sensors, and software were built into the department budget.

Action Taken: Motion was made by Rhonda Morris and seconded by Clay Smith to approve

the request for \$9,183 from student technology fees for six sets of LabQuest 2 packages and accessories.

4.0 Subcommittee Studying Procedures, Documentation, and Forms Related to Use of Student Technology Fees (Jodi Long)

Dr. Long reported that the committee (Bennye Alligood, Ginger Gibson [ex-officio] Tim Nesler, Dan Rodkin, and David Schlafer) met to discuss Student Technology Fees and recommend only minor modifications to the current procedure. This would include obtaining chair approval before the request is submitted to IT and approval of a project life-cycle management team selected from the following areas: RPC, TAC, IR, Instructional Design, Science, Social Science/English, CTE Student Affairs, and Grants and Development. The committee would be accountable to the Provost who would appoint a chair designee.

Action: Tim Nesler will follow up with the council on enhancements to the current procedure resulting from the committee's work.

5.0 Student Lab Fees – Ginger Gibson

Ms. Gibson discussed the history and methodology of the Student lab fees, including their percentage of the overall college budget and distribution to the Academic Affairs' department budgets. It was suggested that current procedures could be improved, so that department chairs received more formal instruction on financial procedures associated with setting lab fees, were assured of timely allocation of lab fees (responsive to enrollment growth), and tracked related expenditures in preparation for setting future lab fees based on changes in cost and/or levels of needed resources.

Action: Dr. Bonahue will discuss allocation of lab fees with academic department chairs, and will follow up with the council on enhancements to current procedures.

6.0 Budget Planning – Ginger Gibson

Ms. Gibson stated that the 2013-2014 budget information had been sent to all divisions via email. Vice presidents could be contacted for this information. Any additional questions or past procedures are open for discussion and budget forms will be passed out at the next RPC meeting scheduled for March 14. She also noted that the governor has requested that tuition not be increased for the next fiscal year and that FRS rates may increase significantly.

7.0 Word Clouds for Strategic Planning – Lisa Armour

The discussion of word clouds for strategic planning was postponed until a future meeting.

8.0 Adjournment

The meeting was adjourned at 4:10 p.m.