

**Santa Fe College**  
**Resource & Planning Council**  
March 14, 2013  
Northwest Campus, Room S-329

**Minutes**

**1.0 Welcome and Call to Order**

Dr. Lisa Armour called the meeting to order at 2:00 pm.

The following members of the Council were present:

Benny Alligood	Rhonda Morris
Lisa Armour	Tim Nesler
Naima Brown	David Schlafer
Ginger Gibson	Lynn Sullivan
Gary Hartge	Marie Thomas
Jodi Long	DeAnn Thompson for Bill Reese

The following members were not present:

Ed Bonahue	David Price
Chuck Clemons	Dan Rodkin
Karim Diff	Bill Reese
David Durkee	Clay Smith
Lela Frye	Joan Suchorski
Jim Fugate-Roberts	Carole Windsor
Jean Hutton	

Recorders: Cheryl Farrell and Amy Nichols

**2.0 Student Lab Fees – Lisa Armour**

Armour reported that Provost Bonahue would bring the recommendations of the RPC Subcommittee for the use of Student Technology Fees to academic chairs and directors. They intend to establish a committee to provide chair-level approval of requests for funds (prior to consideration by IT), and designate project life-cycle management teams as appropriate.

**3.0 Budget Workshop – Ginger Gibson**

Ginger Gibson provided the committee with budget forms for the upcoming fiscal year cycle (2013-14). Recurring and non-recurring funds, staff program development (SPD) accounts, TempForce fees, and the current status of Pell Grants, loans, and interests rates were reviewed. In the weeks ahead, the Resource and Planning Council will be hearing

presentations from the Technology Advisory Committee, the Salary and Benefits Committee, and Quality Enhancement Plan for the council's assessment. It was reiterated that the RPC's purpose in the budget process is to review college-wide needs and forward recommendations to President's Staff for further review and approval.

#### **4.0 Word Cloud for Strategic Planning – Lisa Armour**

Through the use of word cloud technology Armour has conducted a preliminary search of the SF website, looking for narratives relevant to the RPC's consideration of the mission and values statements of the college. The council suggested consideration of the college catalog, the Equity Report, and Today @ SF. Armour agreed she would search further and report back her findings to the council.

#### **5.0 SENSE Report – Lisa Armour**

For the council's review Armour passed out summaries of the SENSE survey administered fall semester (2012). Armour reported that a more extensive SENSE report could be accessed on the Community College Survey of Student Engagement (CCSSEE) website. A town hall meeting will be scheduled to discuss the results.

#### **6.0 Strategic Planning: Analysis of Strengths, Weaknesses, Opportunities, and Threats (SWOT) – Lisa Armour**

For the remainder of the meeting Armour led the council in a SWOT analysis. The group was placed in teams to specify the internal and external factors that affect the college's ability to reach its objectives. Compilation of these analyses campus-wide will be made and Armour will report her findings to the Resource and Planning Council. This will assist the college's efforts as it confirms or revises the college's strategic plan for the coming year.

#### **7.0 Adjournment**

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