

Santa Fe College
Resource & Planning Council
May 2, 2013
Northwest Campus, Room S-329

Minutes

1.0 Welcome and Call to Order

Ginger Gibson called the meeting to order at 2:00 pm. and introduced the new student body vice president - Amber Gale. Those present introduced themselves and their respective areas.

The following members of the Council were present:

Bennye Alligood	David Price
Lisa Armour	Dan Rodkin
Naima Brown	David Schlafer
Ginger Gibson	Joan Suchorski
Gary Hartge	Lynn Sullivan
Jodi Long	Marie Thomas
Rhonda Morris	DeAnn Thompson for Bill Reese
Tim Nesler	Carole Windsor

The following members were not present:

Ed Bonahue	Kim Fugate-Roberts
Chuck Clemons	Jean Hutton
Karim Diff	Bill Reese
Daniel Freed	Clay Smith
Lela Frye	

Guest: Amber Gale (Student Body Vice President)

Recorders: Cheryl Farrell & Amy Nichols

2.0 Overview of the budget for fiscal year 2013-2014 – Ginger Gibson

Ginger Gibson presented an overview of the current state of the budget for the 2013-14 fiscal year (FY). Anticipated is a 3% increase from the state – equaling \$1M in recurring dollars. Other factors influencing the college budget include declining enrollment, baccalaureate program offerings, distance learning fees, and lab fees. A \$400K net increase to the institution's budget is expected, but does not include a tuition increase, previously approved by the state in the 2012-2013 fiscal year. Other considerations impacting the budget are changes to the Florida Retirement System (FRS) rate and uncertainty regarding health care expenses. Ms. Gibson concluded that the upcoming recurring budget, still a work in progress, currently shows a deficit of \$184K.

A list of the current capital outlay requests from all departments for FY 2013-14 totaling \$5M (\$2.2M in recurring/\$2.8 in one-time non-recurring) was reviewed by the council. Their goal was to establish priorities to guide recommendations for allocation and/or redistribution of funds. Recommendations will then be forwarded to the President's Staff for consideration. Requests reviewed included those from the President Office, Development, Communication & Creative Services, Academic Affairs, Student Affairs, Assessment, Research, & Technology, Administrative Affairs, and the QEP.

Priorities cited by the council included:

- 1) Implementation of the Quality Enhancement Plan (QEP): Navigating the College Experience
- 2) Reversal of the decreasing trend in enrollment by focusing resources on retention
- 3) Internationalization
- 4) Safety/Threat Assessment
- 5) Technology
- 6) Professional Development
 - in support of college initiatives (organizational development)
 - as part of a Professional Development Day to strengthen institutional culture

3.0 Clarity in Line Items from Assumptions and Projections – Ginger Gibson

Based on discussions at the April 25 RPC meeting, Ginger Gibson suggested the following additions to the Budget Assumptions and Projections document:

1. The college will provide a clear delineation of duties that differentiate full-time faculty from part-time faculty to determine the number of contact hours assigned to part-time faculty.
2. The ratio of full-time to part-time faculty in each academic discipline is a factor considered in determining the allocation of full-time faculty lines.

Action Item: RPC members will let Ginger Gibson know of any further suggestions.

4.0 Adjournment

The meeting was adjourned at 3:32 p.m. The next meeting is scheduled for May 23. An announcement was made to the committee members that the meeting will be recorded for transcription use.