

Santa Fe College
Resource & Planning Council
October 17, 2013
Northwest Campus, Room F-258

Minutes

1.0 Welcome and Call to Order

The meeting was called to order by Ginger Gibson at 2:06 PM.

The following members of the Council were present:

Benny Alligood	Bobby Hom
Lisa Armour	Mike Hutley
Ed Bonahue	Jodi Long
Naima Brown	Rhonda Morris
Chuck Clemons	Tim Nesler
Mike Curry	David Schlafer
Hannah Fisher for Gary Hartge	Marie Thomas
Kim Fugate-Roberts	Jessica Vander Biezen
Ginger Gibson	

The following members were not present:

Daniel Freed	David Price
Lela Frye	David Tegeder
Gary Hartge	

Recorders: Cheryl Farrell & Amy Nichols

2.0 Approval of Minutes – Ginger Gibson

Ms. Gibson called for approval of both the July 23, and September 26, 2013 minutes. The Council approved both minutes unanimously.

3.0 Strategic Initiative “Organization Development” and Time and Attendance Policies – Ginger Gibson

Ms. Gibson stated that normally when a major change is made to policies such as those regarding time and attendance, an organizational plan of action is prepared. However, in this case, the college has been required to implement new procedures with great haste to document compliance with federal labor standards. Ms. Gibson’s goal is to document time and attendance as part of the organizational development initiative. She will provide a formal plan for group discussion, as there will be cost implications. She also stated that the Finance and Payroll departments have recently discussed time and attendance in an effort to create efficiencies on campus.

Action Item: Ginger Gibson will prepare a formal plan for group discussion of time and attendance.

4.0 “Values” Survey for Strategic Planning – Lisa Armour

Dr. Armour distributed a draft “Values” survey for discussion. The survey is to be used as an indication of whether Santa Fe’s current published values are still prevalent at the institution or if revisions need to be made. All the words and phrases which are key in SF’s current value statements are included as survey choices, as are common words and phrases from some other institutions. Feedback from the survey will assist in the strategic planning workshop discussions. RPC members requested “student centeredness” and “academic challenge” be added to the survey.

Action Item: Lisa Armour will revise the survey as suggested and distribute it to faculty, staff, students, and board members.

5.0 Planned Vision, Values, and Mission Workshop

Dr. Armour discussed the workshop for strategic planning which would include discussion of the “Values” survey results, alternative ideas, the mission statement, and our shared vision of the college’s future. The workshop is to serve as an information-gathering event, and will be followed by several focused sessions. The S.W.O.T. Analysis should be finished prior to the workshop which is scheduled for November 25, 1:30-4:30 in S-29 [later changed to November 21, 1:30 to 4:30 in R-01]. Dr. Armour will send the invitation out broadly, and invited RPC members to recruit participants as well.

The steering committee members for strategic planning are Lisa Armour, Jodi Long, Jesse Vander Biezen, and Kim Fugate-Roberts.

The RPC’s goal is to have the 2014-2019 Strategic Plan drafted by the end of Spring Term for consideration by the District Board of Trustees.

6.0 Questions on the RPC’s SWOT Analysis

The S.W.O.T. spreadsheet was further discussed to improve clarity, reveal interpretations, and resolve ambiguity for the benefit of the new members. Under Opportunities, it was agreed to combine Cloud services, social networking, & mobile computing into one item, and add to it “Big Data”. These four items converge together to create new opportunities via data points never received before.

Dr. Armour discussed the instructions for ranking items, and invited members to call or email her with questions.

Action Item: All RPC members will rank each of the S.W.O.T. items and return their rankings to Dr. Armour by 10/21/13.

7.0 Adjournment

The meeting was adjourned at 2:46 p.m.