

Santa Fe College
Resource & Planning Council
April 17, 2014
Northwest Campus, Room S-329

Minutes

1.0 Welcome and Call to Order

Dr. Lisa Armour called the meeting to order at 2:06 p.m., and welcomed new RPC member, Mike Chartier, SG President, and RPC guest, Angie Siekers.

Minutes for the March 13, 2014 meeting were approved.

The following members of the Council were present:

Bennye Alligood	Gary Hartge
Lisa Armour	Bobby Hom
Ed Bonahue	Mike Hutley
Naima Brown	Jodi Long
Mike Chartier	Tim Nesler
Lola Christian	David Price
Chuck Clemons	David Shlafer
Mike Curry	David Tegeder
Kim Fugate-Roberts	Jessica Vander Biezen

The following members were not present:

Lela Frye
Ginger Gibson
Rhonda Morris

Guest: Angie Siekers

Recorders: Cheryl Farrell & Amy Nichols

2.0 SACSCOC Monitoring Report – Lisa Armour

Dr. Armour thanked all those who submitted documentation for the monitoring report on comprehensive standards in the category of Institutional Effectiveness, and is optimistic the report will be well received. Dr. Armour will update the council when additional information is obtained.

3.0 Career Service Council Budget Recommendations – Lola Christian

Ms. Lola Christian, Vice Chair, Career Service Council (CSC), presented and clarified the CSC budget recommendations and discussed at length CS staff's main concern for a classification study of all CS positions with the possibility of receiving steps for initial placement of CS positions, periodic desk audits, a process for career advancement, and alternative methods of pay delivery. Dr. David Price agreed that steps should be offered for CS positions in an effort to attract qualified, experienced applicants. Ms. Christian also mentioned the College Supported Functions Survey distributed to all CS staff regarding non-exempt employees participating in college sponsored events during standard work hours being compensated as time worked, and stated ultimately, the decision would be

determined by the Time and Attendance Committee. Mr. Chuck Clemons discussed the recent challenge faced at the Spring Arts Festival in fielding enough volunteers to perform what was reasonable and customary in previous years, and welcomes the conclusion of a rational nexus that will not devastate SF's volunteerism.

4.0 Budget Assumptions – Lisa Armour

Dr. Armour stated that Ms. Ginger Gibson did not receive any comments or feedback on the budget assumptions document which was emailed to all RPC members, and requests the members consider approving it today. The council questioned the purpose of initiating the budget assumptions from the same point as the previous year without considering the year-end conclusion. Dr. Armour stated this method has been used historically, however, from a trend analysis view point, taking a historical look at the year-end conclusion to determine what the tendency has been might be useful. The council agreed to postpone approving the budget assumptions until further discussion and clarification with Ms. Gibson.

5.0 Strategic Planning – Lisa Armour

Dr. Armour reported that the strategic planning steering committee recently solicited comments and suggestions for the draft strategic plan from The District Board of Trustees, and will continue collecting input from College Senate and Career Service Council as well. Additionally, the table facilitators from both workshops will meet next week to review the draft and provide input. She also mentioned the college would need to determine if the strategic plan should be published with or without the tactics. The RPC members reviewed and commented on the strategic plan's four action themes: Access, Connection, Direction, and Achievement. Observations included defining the tactic "Match hours of operation and services to student need" by possibly performing an ongoing customer service survey to gather information from students currently enrolled and/or students not enrolled at SF. It was also mentioned that the strategy "Communicate SF's value to the community and to students" lacked a tactic regarding *how* to communicate to the community. The members also suggested that publishing a centralized list of resources would encourage students to utilize the college's available support services. Mr. Chartier stated most of the student complaints he receives are regarding the Financial Aid process, not alternative hours. He is aware of several students that left SF due to a perceived delay in the disbursement of their funds, who were then unable to pay for their classes. He recommended streamlining the Financial Aid process, and suggested promoting the Baccalaureate degree programs as a tactic under the strategy "Communicate SF's value".

6.0 Adjournment

The meeting was adjourned at 3:15 p.m.