

Santa Fe College
Resource & Planning Council
January 15, 2015
Northwest Campus, Room F-258

Minutes

1.0 Welcome and Call to Order

Lisa Armour called the meeting to order at 2:00 p.m.

The following members of the Council were present:

Ed Bonahue	Rhonda Morris
Naima Brown	David Price
Mike Curry	David Schlafer
Lela Frye	Marin Smillov
Ginger Gibson	David Tegeder
Mike Hutley	Nina Trombi-Shein
Jodi Long	Jessica Vander Biezen
Patti Locascio	

The following members were not present:

Mike Chartier	Gary Hartge
Chuck Clemons	Bobby Hom
Kim Fugate-Roberts	

Recorders: Cheryl Farrell and Amy Nichols

2.0 Approval of Meeting Minutes – Lisa Armour

It was determined the council needed further time to review November 2014 meeting minutes. Dr. Armour will receive suggested changes through email and will circulate a revision for approval.

3.0 Facilities Planning – Rebecca Rogers

Rebecca Rogers, Director of Facilities Planning, presented an overview of the facilities planning process. Through a power point presentation Rogers summarized and discussed the three major components of the facilities planning and budgeting process, which included the master plan, educational plant survey, and funding request.

4.0 Planning Time Line – Lisa Armour

At the last meeting the council provided helpful commentary leading to revision of the planning time line from the perspective of unit level planners. This included operational and strategic outcomes along with approaching key deadlines. To that draft, a RPC perspective planning timeline is being added which will include dates and agenda items that relate to planning. Two events have been scheduled to further this process:

1. January 30, 1- 3 p.m. – our new outcomes-based approach to planning will be discussed. Outcomes-based planning focuses attention first on what is intended (outcomes), then on how it will be accomplished (action plans).
2. February 13, 1:30 – 4 p.m. – a cross-functional group of approximately 100 members of the college community will discuss our status on the various elements of the strategic plan, and our readiness to take action on each of them. Their input will be considered by the Resource and Planning Council as budget recommendations are formulated for the next fiscal year.

5.0 Monitoring Progress towards achievement of the Strategic Plan – Lisa Armour

The RPC facilitates strategic planning and monitors progress towards achievement of the strategic plan. Dr. Armour invited council members to individually review the plan with an eye to recommending appropriate assessment measures for each component. She requested that each member carefully consider the four Strategic Plan action themes and their associated strategies and tactics, then email suggested corresponding assessment measures to her. To facilitate timely and organized submission of responses, a table with Strategic Plan action themes, strategies, and tactics will be emailed to each RPC member. Replies are requested over the next week.

Action Item: Lisa Armour will email a Strategic Plan table of action themes, strategies, and tactics to RPC members.

Action Item: Each RPC member will return the table to Lisa after adding their suggestions for assessment measures.

6.0 Other Business

Ed Bonahue asked Dr. Armour to bring the council up-to-date on the reinterpretation of 4.1 by the SACSCOC Board of Directors. She informed the group that colleges are now not only required to identify institutional assessment measures with established targets, but also to place this information on their websites. Institutional Research has provided Dr. Bonahue with a record of the assessment measures and targets communicated to SACSCOC during the reaffirmation of accreditation, as well as current data for each assessment measure. Once Dr. Bonahue has digested the data and specified any appropriate updates for assessment measures and targets, IR will add this information to the website as a link from the FACTS page. Dr. Armour will then provide SACSCOC with a link to the information, as required.

7.0 Adjournment

The meeting was adjourned at 3:17 p.m.