

Santa Fe College
Resource & Planning Council
April 2, 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:

Austin Browning	
Naima Brown	Jodi Long
John Chapman	Patti Locascio
Mike Curry	Rhonda Morris
Lela Frye	David Price
Kim Fugate-Roberts	Marin Smillov
Ginger Gibson	David Schlafer
Gary Hartge	Nina Trombi-Shein
Bobby Hom	Jessica Vander Biezen
Mike Hutley	

The following members were not present:

Ed Bonahue	Mike Curry
Chuck Clemons	David Tegeder

Recorder: Cheryl Farrell

Guest: Conor Flynn – Student Body President Elect

2.0 Approval of February Meeting Minutes – Lisa Armour

Action Take: Minutes for the February 26 meeting were approved with correction.

3.0 Budget Assumptions and Projections (Expenditures) – Ginger Gibson

Ginger Gibson reviewed the Expenditure side of the Operating Budget Revenue & Expenditure Assumptions and Projections for fiscal year 2015-16. The *Revenue* side was reviewed at the February 26th meeting. The information in the Personnel Services as it stands is identical to last years and will be modified as recommended by the council. One area of change is the possibility that health care premiums for FY15/16 will increase by 10% if the college elects to stay in the current plan offerings.

The Current Expense category was reviewed and Gibson noted that the bulk of the expenses in this category fall to property/causality insurance, utilities, and materials and supplies for education and office expenses. She furthered explained that Capital Outlay items are funded by savings from the prior year and nonrecurring dollars, and that Contingency account is an account for unforeseeable occurrences, while the Fund Balance is

cash left over plus projected revenue for the upcoming year. The state requires that 5% of this is on hand while the Board requires 7% including the 5% required by the state.

Action Item: Ginger Gibson will electronically send a final update of the Budget & Assumption document for council's review and potential approval.

4.0 Career Service Council (CSC) Salary and Benefits Committee – Nina Trombi

Nina Trombi, chair of the CSC, provided the council with the annual recommendations for the 2015-16 fiscal year. Items discussed included Wages, Healthcare, Bereavement Leave, Professional Development, Classification Study, and continued support by the college for staff participation in professional development through the Association of Florida Colleges (AFC).

Trombi recommended 80% of the college budget continue to be devoted to salary and benefits. In addition, the CSC is requesting a flat increase for all currently filled and full-time CS positions by \$1500, and an increase in salaries to within 2% of industry standards and the local market. In addition, an incentive pay was recommended for all SF employees who had received a certification or a graduate degree with continued funding for all vacated positions.

Continued healthcare coverage at 100% was recommended along with promotion of wellness programs. Trombi recommended that the council consider a bereavement leave outside of vacation and sick/personal leave of 3-5 days that would be used for a death in the employee's immediate family.

5.0 Adjournment

In closing, Dr. Armour reminded the council that IT and College Senate would be presenting their budget plans at the next meeting and that a notice would be sent to all participants confirming that date. The meeting was adjourned at 3:00 p.m.