

Santa Fe College
Resource & Planning Council
June 16, 2016
Northwest Campus, Room F-258

Minutes

1.0 Welcome and Call to Order

Lisa Armour called the meeting to order at 2:04 p.m.

The following members of the Council were present:

Lisa Armour	Patti Locascio
Ed Bonahue	Jodi Long
Naima Brown	Lindy Russell
Cheryl Calhoun	Jake Searcy
John Chapman	David Schlafer
Kim Fugate-Roberts	Courtney Taylor
Ginger Gibson	David Tegeder
Gary Hartge	Jessica Vander Biezen
Mike Hutley	

The following members were not present:

Jacobi Bedenfield	Beatriz Gonzalez
Lela Frye	Rhonda Morris
Chuck Clemons	David Price
Mike Curry	

Recorders: Cheryl Farrell and Amy Nichols

2.0 Update on development of the budget – Ginger Gibson

Gibson informed the group that a review of the 2016-17 detailed budget using the slide presentation provided to the SF Board of Trustees would be done at the next RPC meeting. It was also noted that the Goals & Assumptions were finalized and shared with President's Staff, along with the recommendations from Career Service Council and Faculty Salary & Benefits committees. Gibson stated that the institution had received significant new non-recurring funds, but only a minimal increase in new recurring funds. Furthermore, divisions were asked to give back funds or restructure their spending with the goal to put available recurring resources toward salaries and benefits. According to Gibson, one of next year's pressing budget needs is to convert non-recurring funds received from the state to recurring dollars.

Also, the college qualified through the performance funding measures to be classified at the gold level, along with two other colleges in the state. The dollars awarded are non-recurring funds and only for the fiscal year. In addition, student fees will not be raised for the coming academic year and the Governor's office has requested that distance learning fees be

eliminated, which Gibson stated would not be done at this late time, but would be discussed later. Gibson and Lisa Armour encouraged members of the council to attend the upcoming college-wide budget meeting on June 20.

3.0 Approval of April 7 and 28 Meeting Minutes – Lisa Armour

Action Taken: April's minutes were approved with corrections.

4.0 Discussion about progress towards achievement of the strategic plan – Lisa Armour

Armour reported that after reviewing the notes from the last Strategic Planning workshop a subcommittee has been formed to help add tactics to flesh out the strategy to become the *college and employer of choice*. In addition, with the plan at the halfway mark (2.5 years) it was recommended groups form to start conversations regarding strategies and tactics in some areas that have not yet seen significant progress. A few items brought to the council's attention included:

Access

- Ensure consistency and availability of services.
 - Match hours of operation and services to student need. (Volunteer: Naima Brown)
 - Offer classes, class time, and class formats that meet the research-based needs of students for flexible and nontraditional scheduling. (Volunteer: Ed Bonahue) (It was reported that there are slightly extended hours currently in the testing center, Admissions, and Student Life. We need to explore options to extend hours in appropriate service areas in a coordinated way.)

Connection

- Meet students where they are.
 - Create a learning center or learning commons. (Volunteer: Jesse Vander Biezen) (Possibilities within Building G and the Library were suggested. More suggestions are needed on potential locations, and the relative feasibility and advantages of each must be studied.)

Direction

- Put learning and students first.
 - Integrate college success skills with instruction in high enrollment or gateway courses. (It was reported that Katey Arnold and Kalpana Swamy are currently working together to pair some mathematics and student development classes. This tactic is intended, though, to suggest reinforcement, consistent modeling, and/or instruction in college success skills be built into high enrollment or gateway courses. Suggestions are needed, and the relative feasibility and advantages of each must be studied) (Volunteer: Naima Brown)

Armour concluded that the idea was to assemble multi-faceted teams of explorers to figure out what the most effective options might be, facilitate appropriate discussions, and bring information back to the RPC for further conversation. The council members were invited to contact Lisa Armour or Ginger Gibson to volunteer to join any of the teams discussed.

5.0 Discussion about planning unit reviews and academic program reviews – Lisa Armour

Armour shared with the council a brief overview of the recently completed manual for use by planning unit leaders using the Outcomes, Planning, and Assessment application to prepare planning unit and academic program reviews. A look at screenshots, list of planning units, and examples were previewed. It was noted that each member of the council would receive a copy, along with the updated assessment glossary, when manuals were distributed. She encouraged members to review the document and let her know where improvements could be made for clarity.

Action Item: Distribute the OPA manual and glossary to council members.

6.0 Reminder of the college wide budget meeting on June 20th at 2 p.m. – Lisa Armour

Dr. Armour encouraged the council to attend the budget meeting, pose questions promoting clarity, and show support for those who have labored over the process.

7.0 Adjournment

The meeting was adjourned at 2:55 p.m.