

Santa Fe College
Resource & Planning Council
September 22, 2016
Northwest Campus, Room F-258

Minutes

1.0 Welcome and Call to Order

Ginger Gibson called the meeting to order at 2:04 p.m. Kathryn Lehman (Director, Grants and Projects) was introduced and welcomed as the newest member of the Resource and Planning Council.

The following members of the Council were present:

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| Lisa Armour | Patti Locascio |
| Cheryl Calhoun | Rhonda Morris |
| Kim Fugate-Roberts | Bill Penney |
| Ginger Gibson | David Price |
| Beatriz Gonzalez | Lindy Russell |
| Gary Hartge | Jake Searcy |
| Mike Hutley | David Schlafer |
| Kathryn Lehman | Jessica Vander Biezen |

The following members were not present:

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| Carlos Alfonzo | Jodi Long |
| Ed Bonahue | Courtney Taylor |
| Naima Brown | David Tegeder |

Recorders: Cheryl Farrell
Guest: Stefanie Waschull

2.0 Approval of July 7, 2016, Meeting Minutes – Ginger Gibson

Action Taken: July 7th's minutes were approved.

3.0 Annual Agenda Items – Ginger Gibson and Lisa Armour

Gibson asked the council to reflect on last year and consider the areas for continued focus and any new topics of conversation needing to be integrated into the annual agenda for discussion. It was noted that the budget schedule would overlay the focus items, with the ultimate goal of providing an agenda schedule for each meeting for the coming year. The previous year's presentations were listed as standing items and included: Salary & Benefits (CSC/Senate), QEP - Navigating the College Experience, the Facilities process, Enrollment Management, and Information Technology.

Lisa Armour mentioned that new member Kathryn Lehman is in a unique position to share observations about and seek input on grant opportunities aligned with the strategic plan. This has the potential to affect grant resources sought by the institution, and to inform the institution's grant applications. In addition to this, Gibson stated that legislative updates could be provided to the council through Liam McClay, who similarly informs the President's Council.

Armour reminded the council of last year's resolution to write tactics better explicating the strategies of making Santa Fe the *college and employer of choice*. It was recommended that a team including members from CSC/Senate Benefits & Salary, Admissions, and Human Resources be considered for this tactic.

The upcoming Plant and Climate Survey was discussed. Gibson explained the importance of proper inventory, appropriately coding spaces, and looking at areas of growth and attrition at the college in light of the strategic plan. It was noted that the Climate Survey (aimed at students) could influence development of tactics for the *college of choice* strategy. This spurred a discussion about how faculty and staff could have a similar opportunity to express their opinions. Armour noted that discussions were underway with Gallup that may address this need.

Two additional items relevant to the *meeting students where they are* tactic were hours of operation and hours/ modality of class offerings. It was noted that Student Affairs has extended hours of operation in some areas, along with the testing lab. Also, the Contact Center is now exploring the possibility of flexing a staff member to meet the needs of students. A lengthy conversation followed regarding the need for intentionality when dropping evening courses and replacing them with online courses. The importance of student access to options for face to face instruction was discussed. Presently, groups are investigating data suggesting that elimination or reduction of face to face options may negatively impact some students' success.

In closing, it was suggested the council watch the online pre-advisement and orientation modules that grew out of strategic planning conversations about the value of offering students information at the right time and in a voice consistent with their understanding.

Action Item: Schedule viewings of the pre-advisement and orientation modules with a moderator, possibly Dan Rodkin.

4.0 Adjournment

The meeting was adjourned at 2:57 p.m.