

Santa Fe College
Resource & Planning Council
January 17, 2019
Northwest Campus, Room F-258

Minutes

1.0 Welcome and Call to Order

Dr. Armour called the meeting to order at 2:01 p.m.

The following members of the Council were present:

Lisa Armour	Kathryn Lehman
Ed Bonahue	Patti Locascio
Victor Brennan	Lee Delaino
Naima Brown	James Nichols
Cheryl Calhoun	Bill Penney
Ginger Gibson	David Price
Gary Hartge	Rebecca Rogers
Mike Hutley	David Shlafer

The following members were not present:

Jessica Brown	SG Representative
Margaret Howell	Kalpana Swamy
Jodi Long	David Teheder
Matthew Newell	

Recorders: Cheryl Farrell, Amy Nichols
Guests: Melissa Morris, Stefanie Waschull

2.0 Approval of June 28, October 18, and November 15, 2018 meeting minutes – Lisa Armour

Minutes were approved from June 2018, October 2018, and November 2018 as amended.

3.0 Access and Inclusion Presentation – Cheryl Calhoun

Cheryl Calhoun, Dean of Access and Inclusion, presented information, projects, and activities from the Access and Inclusion Advisory Committee including their draft mission and values statements, and a scrabble style strategies structure using respect, access, equity, accountability, culture, and diversity. The committee conducted a review of current SF programs and services focusing on access and inclusion, creating a baseline for forward motion and goal attainment. The events/activities conducted by the committee include International Pronoun Day (buttons), National Assessment of Collegiate Campus Climate survey (Feb. 5), and Racial Equity Institute workshops starting in April.

Calhoun projected the advisory committee will spend \$36,701 by fiscal year end (2018/2019) supporting the activities and projects, and the budget is projected to increase next year (\$49,011) should they continue offering the training plan to the community. Calhoun stated she would meet with Dr. Sasser to determine the Advisory Committee's procedure for submitting budget requests.

4.0 Budget Process Reviewed – Lisa Armour

Armour reviewed the budget process and how requests at the department level are submitted to the appropriate division's vice president and then to the president and his staff. The Resource and Planning Council (RPC) does not make budget requests and is not charged with approval (or rejection) of budget requests. The council focuses on the extent to which budget presentations align with the Strategic Plan. The presentations are summarized in these terms by RPC. These summaries are shared with the President's Budget Committee, as well as the budget assumptions and projections developed through the RPC. These contributions inform the President's Budget Committee decisions.

5.0 Aspen Award Fund – Lisa Armour

Dr. Armour reported the college was awarded the Aspen Prize in March 2015 based on SF students' learning outcomes achievement, high rates of certificate and degree completion, and high rates of employment at good wages.

An endowment was established with the \$800,000 prize. Earnings on the endowment support significant college projects to improve student learning, certificate and degree completion, completers' employment and earnings, access and success for minority and low-income students, or a combination of these important outcomes.

Currently, earnings fund the college's partnership with the Association of College and University Educators (ACUE) to offer faculty a course called Effective Teaching Practices, which consists of 25 learning modules. Faculty apply what they learn in the course to improve student learning, certificate and degree completion, and success for minority and low-income students. They earn a nationally recognized certificate in the process.

Additionally, we searched for (but did not find) a professional development opportunity for advisors that featured documented application of new practices to improve the outcomes associated with the Aspen Prize. Drs. Bonahue and Brown are therefore creating a One Advising Professional Development Workgroup, chaired by Andrea Lee. The workgroup will be charged with designing an annual program of targeted professional development for AA, CTE, and Center advisors.

6.0 Operating Budget Revenue & Expenditure Assumptions and Projections – Ginger Gibson

Ginger Gibson stated updates were made to the current assumptions and projections document. Over the next several meetings the council will begin discussing the document, revising it as appropriate as the year progresses. The final document will be shared with the President's Budget Committee.

7.0 Adjournment

The meeting was adjourned at 3:35 p.m.