

Santa Fe College
Resource & Planning Council
June 20, 2019
Northwest Campus, Room 258

Minutes

1.0 Welcome and Call to Order

Lisa Armour called the meeting to order at 2:05 p.m. Introduced to the council Larry Warren, Coordinator, STEM Tutor, Learning Center, Kate Santacruz, Student Body President, and Keyunna Major, SF student.

The following members of the Council were present:

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| Lisa Armour | Alec Morey |
| Cheryl Calhoun | Melissa Morris |
| Ginger Gibson | James Nichols |
| Gary Hartge | Bill Penney |
| Kathryn Lehman | David Shlafer |
| Julie McGrath | David Tegeder |

The following members were not present:

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| Ed Bonahue | Jodi Long |
| Victor Brennan | Matthew Newell |
| Naima Brown | David Price |
| Lee Delaino | Rebecca Rogers |
| Mike Hutley | Kalpana Swamy |

Recorders: Cheryl Farrell and Amy Nichols

Guests: Kane Ahern, Keyunna Major, Kate Santacruz, Larry Warren, Stefanie Waschull

2.0 Status and Refinement of the RPC SWOT Analysis – Lisa Armour (7:56)

Interest was shown by Kate Santacruz and Alec Morey, SG President and Treasurer, and Julie McGrath, CSC Chair to share the SWOT Analysis draft with their respective circles. Both entities chose to present it to their respective areas in a blank format with no prior influence or preconceived ideas from RPC. Once completed they will email their responses to Lisa Armour. The supplemental information gained from CSC/SG will allow the council perspective and better poised to make planning decisions.

It was also mentioned the Senate had received the same invitation to contribute to the SWOT Analysis through Dave Price and C Kathy Russell.

3.0 Plans for Administering the Values Survey and the Trends in Higher Education Survey – Lisa Armour

Armour used the college's current values statements on the website (part of the Strategic Plan) and placed them in a survey format. This was introduced as a screenshot to the Board members at the last Board of Trustees meeting. She explained when developing a new strategic plan, it is important the right values statements provide the cultural context for the plan. It was noted that during

development of the last strategic plan, some values statements were refined for clarity. The current survey on values statements will be distributed to faculty, staff, and students.

Along with the values survey, Dr. Armour brought to the council's attention the Trends in Higher Education survey. This was distributed at the last State of the Strategic Plan meeting and at the RPC meeting.

It was suggested by Jodi Long the list of trends be considered and which trends are capturing the attention at the college. It was suggested these might be distributed to Program Advisory Councils for their consideration.

The council was invited to make their recommendations to Lisa via email on both items.

4.0 2019 – 2020 Budget – Ginger Gibson

Ginger Gibson presented the 2019-20 detailed budget provided to the SF Board of Trustees for approval. The presentation included a comprehensive overview of the budgeting of funds, historical data, and the breakdown of operating, auxiliary, student activity and service fees, and plant fund budgets. Gibson stated that the college only received \$362,000 from the state as operating enhancements. Also discussed were changes to the salary schedule which include the funding of most of the equity/salary study, as well as, a cost of living adjustment of 2% for all employees creating a \$2.5 million increase in salaries. All employees affected by the Equity Study should have received their new salary information from Human Resources.

SF College's two new construction projects are the Blount Center Expansion, and the Institute of Technology and Advance Manufacturing of which we currently have the funding to complete Phase 1. Based on state funding for new construction projects, the college may have to fund in part other projects established by the college or reassess their priority.

Gibson advised that the college offers and pays for many employee benefits, and as an institution should consider the total compensation package when recruiting new employees and reminding current employees that there is a cost beyond basic salary. She also mentioned a committee has recently completed work on the employee wireless allowance request which will hopefully be adopted soon. The major changes include reduced rates, and the employee option to purchase a college phone.

5.0 Adjournment

The meeting was adjourned at 3:50 p.m.