

**Santa Fe College
Resource & Planning Council**

April 2, 2020
ZOOM Meeting

Minutes

1.0 Welcome and Call to Order

Lisa Armour called the meeting to order at 2:05 p.m.

The following members of the Council were present:

Lisa Armour	Jodi Long
Andy Barnes	Alec Morey
Victor Brennan	Melissa Morris
Naima Brown	James Nichols
Cheryl Calhoun	Bill Penney
Peter Concannon	David Price
Lee Delaino	Dan Rodkin
Gary Hartge	Rebecca Rogers
Mike Hutley	David Shlafer
Kathryn Lehman	Dave Tegeder

The following members were not present:

Ed Bonahue	Rose Christy
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Recorders: Cheryl Farrell and Amy Nichols

2.0 Approval of future meeting minutes – Lisa Armour

All future meeting minutes will be sent through email for approval.

3.0 Budget Presentations

a) Information Technology Service (ITS) Planning & Budgeting – Bill Penney

Bill Penney, Associate Vice President Information Technology Services & Chief Information Officer, described how current ITS funds were used and discussed future projects. The following goals, objectives, and next steps were reviewed and summarized:

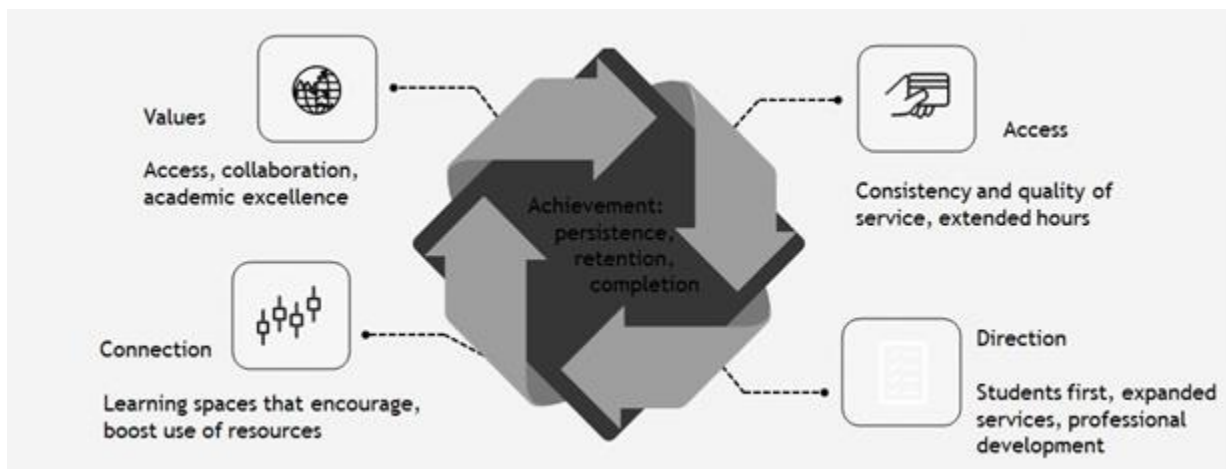
1. Improve Institutional Performance. This included implementing online applications for students, upgrading the College's servers, implementing OneDrive backups for local PC drives, creating the online system SFeTime, and upgrading EAB GradesFirst software to EAB Navigate.
2. Information Security. This included contact confirmation/verification for student applications (now in testing), implementing Avamar for server backups, expanding building access control (11 buildings), and upgrading the Windows operating system.
3. Build and Maintain the IT Infrastructure. This included wireless access enhancements for the entire campus, including most greenspace areas and the parking lot outside of the police department; and creation of a dedicated ERP test environment for end-users, such as Finance and Financial Aid.

4. Driving Innovation in Teaching and Learning. Approximately 1600 Virtual Desktop Infrastructure (VDI) lab computers will be running by next spring semester. The goal is for students to access software from any desktop on campus. There were 300 Testing Center Lab computers upgraded over spring break. The online Academic Plan is in development and projected for a fall rollout. The SF Learning Commons features updated technology for student use.
5. Next Steps and Questions. The Blount Campus will be a large part of ITS' focus over the next fiscal year. A new data center will be housed there both to improve service and to provide data redundancy for the College across two geographic locations.

b) The Learning Commons – Lee Delaino

Lee Delaino, Director of the Learning Commons, described progress associated with the Commons.

- **Full-time staffing**
The Learning Commons now has three full time staff members in addition to the Director.
- **Mission** – The LC is designed to support the academic achievement of every student by engaging students, faculty, and staff in collaboration to promote learning, resilience, persistence and academic success.
- **Learning Commons Alignment with the College's Strategic Plan**



- **Growth of service highlights:**
 - Tutor training: began in full Summer B 2019.
 - Expansion of hours: Added Sunday hours. Completion of facilities and massive ITS investment
 - Partnerships: MAT1033/MAC1105; ENC1101; A&P (tutoring, models, mock exams)
 - Academic Success Coaching
- **Title III Major Objectives**

- Centralizing Supports: Facilities and ITS
- Faculty engagement and professional development
- Improved Academic Success and Engagement
 - Tutor training
 - Faculty engagement
 - Co-requisite course support
 - Digital learning plan
- **Future Budgeting Requirement**
 - Tutoring proposed budget 2020-2021: \$635,000
 - FT Staff funding currently Frontier Set grant
 - Other anticipated needs for 2020-2021
 - Program development (Faculty stipends/NIU)
 - Development cost (training, professional development, supplies and materials)
 - Related personnel (administrative support)

Action Item: Armour will email the Strategic Plan to members for noting strategies and tactics from the presentations that particularly align with the plan. Cheryl Farrell will forward each of the presentations in separate emails to council members.

4.0 Adjournment

The meeting was adjourned at 3:40 p.m.