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## Resource and Planning Council Meeting Minutes

March 15, 2021

2:30-3:30pm

Teams virtual meeting

**Present:** Jichul Kim, Kevin McCarthy, Lindsay Tanzi, Jacob Jackson, Jeffery Pulliam, Joyce Nicholas, Lesley Hogan, Cheryl Stover, Jane-Erika Bangcuyo, Sil Xayamouangbo, Connie Tran, Stephanie Delaney

**Absent:** Marsha Dubuk, LaToya Jones, Laura Staley, Katherine Hansen, Warren Takata, Matt Vielbig

### AGENDA

#### Welcome

The meeting started at 2:32 PM. Jichul welcomed the group to the meeting.

#### Updates on Accreditation Preparation

Stephanie updated the committee regarding the accreditation. The visit will be starting on April 21<sup>st</sup>. Stephanie will send out documents and bullet point to Q&A compiled from the mock visit. Everyone will receive a preparation page. The goal is if you are able to answer the questions you will be well prepared for the visit in April. There will be one for staff/faculty/HR and Kevin. We are very well position and ready. This will be a successful visit.

#### Priority Activities Recommendation

Jichul reported that we have received eight Priority Activity input received from the 18 members, Jichul will reach out to the members individually who has not submitted their feedback. This is important for our planning process and feedback is needed.

Kevin suggest that we should be more narrow in our strategic plan and have a real focus. Kevin shared the “narrowed strategic priority activities year 4” This document will be sent out to the committee.

This council fits into the following objective:

- Objective 4.1 Improve the integration of a planning, evaluation, and resource allocation system aligned to accreditation standards
  - Priority Activity: Improve transparency of resources allocation and decision making processes.
- Objective 4.3: Implement intentional systems improvement
  - Priority Activity: Expand participation in shared governance and inclusive decision making.

Action Plan:

- Jichul to follow up with members who has not submitted their Priority Activity Worksheet and provide update at the next meeting.
- Kevin’s “Narrowed Strategic Priority Activities Year 4” will be emailed to the group.

## **Plan for Shared Governance & Budget Allocation**

Jichul announced that instead of being the co-chair he would suggest to have Jacob as the chair and he can vice-chair.

Jake advised that currently, College Council is going through a restructure and move into a more of a college resource council and will be more involved in the budget aspect. This group would get a proposal list that has been submitted from instruction or IT department then the council will discuss the outcome. The group would also invite other faculty/staff into the meeting to further ask questions about the proposal. The council will also provide feedback and guidance to Cabinet on the prioritizing funding recommendation. This group would not make the final discussion but make recommendation.

This group will have recommendation in spending the federal dollars for Cares ACT 1 and 2. This will give allow the council a closer look at the unit plan that is submitted and determine if the request is aligned with the unit plan and strategic plan.

Action Plan:

- Recruit more members and get more involvement from the RTC community – focus of the council will be budget & resources

Going forward College Council's new name is Resource and Planning Council.

Action Plan:

- Stephanie to send out accreditation preparation document (Q&A)

Kevin updated the group that by April 5<sup>th</sup> we would have a better idea of the state budget allocation. By this Wednesday the college will be provided with the revenue funding from the government as the House and Senate will release their operating budget.

The next meeting is scheduled for April 5<sup>th</sup> and the regular meeting is on April 19<sup>th</sup>. Stephanie encourage the group to look over and the accreditation preparation document and respond to the questions. We want everyone to have an answer prepared and to discuss at the April 5<sup>th</sup> meeting.

### **Other Businesses:**

Jichul shared the IR SharePoint.

### **Closing Remarks:**

Jake: The next to re-shaping the council is to get more representation from the college. The membership will change to get a broader input and how decisions are made. Jake thanked the group and look forward to working with everyone.

Meeting adjourned at 3:24PM and the next meeting is scheduled for April 5, 2021

All schedule/agenda/minutes for the 2020-21 academic year are listed on the [College Governance: Resource and Planning Council Webpage](#)