



## Resource and Planning Council Meeting

Monday, November 28, 2022

3:00 PM – 4:00 PM

Hybrid Meeting

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### MINUTES

#### Attendance

PRESENT: Shweta Babel, Andre Betita, Christie Fierro, Isadora Hidalgo, Lia Homeister, Ebony Jackson, Jacob Jackson, Eva Juarez, Shannon Matson, Jean Munro, Jeff Pulliam, Lisa Sandoval, Jack Shultz, Michele Slaughter, Christina Solis, Elisa Stuart, Jake Swanke, Warren Takata, Lindsay Tanzi, Sarah Wakefield, Sil Xayamouangbo

ABSENT: Jill Donnelly, Fatih Killi, Stefanie McIrvn, Sara Newman

#### Discussion

##### *Introductions*

- Lia Homeister welcomed all members present to the meeting at 3:03 PM. Members made an introduction.

##### *History of RPC*

- Jacob Jackson went through the history of the council starting with College Council which was formed to be for an all-shared government then it slowly shifted due to the dynamics of the College. College Council at that time focused on scoring KPIs then last year it was re-branded from College Council to Resource and Planning Council. The purpose of the re-branding is to align it with resource allocation and strategic planning. The idea of why and where the money was being spent and how decisions came about. Last year's focus was funding and in part of the HEERF request.

##### *Purpose of RPC*

- Align all planning efforts
- Ensure planning informs resource allocation
- Ensure plan assessments inform future planning

##### *Websites and By-laws*

Link: [Resource and Planning Council Website](#)

Link: [College Council By-laws \(2018\)](#)

- Lia Homeister briefly went over the Resource and Planning Council website and SharePoint. Currently, information needs to be updated. For the By-laws there are significant changes that need to be addressed: The purpose of the Council, the scope of work, and representation/voting members.



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- We have three volunteers Sarah Wakefield, Elisa Stuart, and Michele Slaughter alongside Lia Homeister to work on the first round of edits.

### *Upcoming Plan for the 2022-2023 Academic Year*

- The council will plan to meet on the last Monday of each month from 2-3 pm with the following focus.
  - January – 2021-22 Strategic Monitoring Report
  - February and March – Budget Request review
  - April – Planning adjustments for 2022-24 Bridge Unit Plans
  - May and June are TBD

### *Open Topics and Questions*

- Ebony Jackson inquired how the members serve in this council and what role they would play? Lia Homeister replied the need for balanced representation from the College and meetings will be open to everyone, clarifying the need to establish voting members that is balanced.
- Sarah Wakefield commented that the year is focused on updating by-laws dealing with planning and process and bringing it all together. Lia Homeister added that this year, the budget planning hit at the same time as planning, so we have to be fluid this year. The goal is to update the by-laws, and process of this group for now.
- Jeff Pulliam commented that the council is too broad currently and asked for an example. Lia Homeister described the planning-to-budget-to-resource allocation process, where all departments work on their unit plans, may need to request additional funds, which would then inform resource allocation. The Council would recommend to Cabinet for approval.
- A question was raised about non-budget responsibilities. Lia Homeister talked about strategic planning and objectives, and how the Council reviews that data to assess our progress. Jacob Jackson added that this Council will be involved with crafting the next strategic plan.
- Christie Fierro asked if we have representation from facilities? Currently there is no representation from facilities on the Council.

The meeting adjourned at 3:37 PM

### *Action Items:*

1. Draft updates to by-laws – **Lia Homeister, Sarah Wakefield, Michele Slaughter, Elisa Stuart**