



Board of Directors Meeting Minutes
Cooperating Raleigh Colleges
March 1, 2010
Lulu H. Robinson Manor House, Saint Augustine's College
8:30-10:30 a.m.
Dianne B. Suber, CRC President, Host

In attendance: Board Members or their representatives—**Maureen Hartford**, Meredith College president; **Laura Bingham**, Peace College President; **Betsy Brown**, Vice Provost, for NC State University Chancellor James Woodward; **Dianne Suber**, Saint Augustine's College President; and **Jenny Spiker**, Cooperating Raleigh Colleges Director/Board Secretary.

The minutes from the October 21, 2009 meeting were approved by those in attendance.

Presentation to Laura Bingham: The group took this opportunity to thank and recognize Laura Bingham, president of Peace College, for her service to CRC over her 10 years of leading Peace College. The other Board members expressed their best wishes to her as she leaves that post and takes on new challenges. Ms. Spiker presented her with a plaque featuring photos of all CRC campuses and an inscription honoring her significant contributions to CRC and the community.

Finance Report: Ms. Spiker presented the budget to date for FY2009-10 and the proposed budget for FY2010-2011. (See attached). She is projecting that FY2009-10 will end with income of \$117,135.53 and expenses of \$112,946.33. The proposed budget for FY2010-11 is for income and expenses of \$102,500. She pointed out that CRC is projected to have \$172,248.20 in its operating reserves as it begins the next fiscal year. The group approved the budget reports.

Retirement Contribution: Ms. Spiker explained that the amount that CRC contributes to the Director's TIAA-CREF retirement fund was affected by a Meredith College decision for this fiscal year. Meredith elected to forgo the College's contributions to employees' retirement funds from November 2009 to June 2010, and because Ms. Spiker's arrangement is through Meredith, her contribution was also stopped at that time. But because that contribution is paid for by CRC, the Board needed to decide whether to continue those contributions for its director. The Board members in attendance voted to continue those contributions for the Director, and President Hartford agreed to notify the appropriate Meredith offices about that decision.

IRS Form 990 and Conflict of Interest Policy: After noting the copy of the IRS 990 form in the packet, President Bingham noted that new IRS guidelines call for Boards of Directors to see the Form 990 before it is submitted and that boards now must have a conflict of interest policy. President Hartford suggested that we look at the Meredith Trustees' conflict of interest policy and create one for CRC to be presented at the next meeting.

Funding for Channel 18 Projects: Ms. Spiker suggested that the new fees dedicated to the Channel from the State of North Carolina (estimated to be \$15,000 for FY2010-11) continue to be allocated to the CRC member institutions to help them with the costs of providing programming. The Board agreed with that approach.

Review of Committee and CRC Director Progress on Goals set for 2009-2010: (See attached minutes from the Academic Officers, Student Affairs Officers and new Advising Committee) Overall Ms. Spiker reported that she is pleased that CRC activities are going deeper into a number of areas—with more projects and new committees and subcommittees. This year we created a new advising committee and subcommittees are working on specific projects among the academic officers, registrars, librarians and student affairs officers. In addition, the task force on city planning continues its work and CRC has been working with the Downtown Raleigh Alliance on connecting students to the downtown. Several groups—librarians and student affairs officers, for example—are organizing professional development events, and the Operations and Academic Affairs Committees have been stressing new kinds of sharing of professional development services, including activities already in place at a member campus.

Operations Committee:

Dr. Brown talked about a number of the ideas that grew out of the Operations Committee meeting this year, as applied to the Recommendations to the CRC Board of Directors from that committee:

- **Faculty development:** Work with the Academic Affairs Committee to explore and initiate sharing for various aspects of faculty development. Suggestions included encouraging people across the campuses to take part in existing online and in-person faculty development programs, sharing information and events for the Fulbright and ACE programs, and other teaching/learning and scholarly development programs.
- **International program sharing:** Continue looking for new ways to encourage sharing of study abroad and other international programs and activities.
- **Share SACS learning and experiences:** Create avenues for sharing of lessons learned from the accreditation process. For example, several colleges are stressing critical thinking for their QEP so CRC could host a workshop on critical thinking or invite people from the other campuses to such activities planned on one campus.
- **Undergraduate research programs and possible mentoring/sharing programs with graduate students** from NC State and other research institutions. Explore more ways to help each other encourage undergraduate research, faculty research and use of graduate students in undergraduate institutions. That would include summer research programs and possible adaptation of the kind of program Duke University does with undergraduate institutions by pairing a graduate student with a faculty member at places like Meredith.
- **Explore grants for collaborative projects.**
 - (Several Board members suggested CRC look into grants from the Teagle Foundation with offices in Hillsborough because it has a history of funding collaborations and assessment.)
- **Faculty position sharing:** Continue the exploration by the Academic Affairs Committee of ways to share faculty but broaden the approach beyond the original joint appointments idea. For example, concentrate on ways to share faculty already hired.
 - (A discussion about possible joint degrees prompted interest in exploring how nursing programs are made available in Raleigh. It was suggested that Ms. Spiker talk with the staff at NC Independent Colleges and Universities (NCICU) to see what they know about how nursing programs are being developed in the state.

Academic Officers Committee: This group is meeting regularly this year to explore ways to share faculty assignments. The emphasis has gone from joint appointments to faculty exchanges—using current faculty to share assignments across two or more institutions. A third meeting is planned for March 22 for addressing this topic.

President Suber's Concerns: Dr. Suber brought up her ongoing concerns about several aspects of CRC: She believes that each institution's CEO should be the representative at Board meetings and that the member institutions should be more willing to share resources, such as the technical administration of the CRC Channel and track and field facilities. She stressed that CRC should encourage more emphasis on the unique offerings of each institution, such as forensic science and ROTC at Saint Augustine's College. Ms. Spiker pointed out that that same emphasis came up in several contexts at CRC committee meetings this year. Both the Academic Officers and the Advisers groups have recommended that CRC emphasize on its new website and elsewhere the unique academic offerings of each member college or university.

The meeting adjourned at 10:30 a.m.

Respectfully submitted,

Jenny Spiker
Director/Board Secretary