



Cooperating Raleigh Colleges
Academic Officers Committee Meeting Minutes
PEACE COLLEGE Williams Board Room
Thursday, October 29, 2009, 12 noon – 2:00 p.m.

Convener: Dr. Debbie Cottrell

In attendance: **Peace College:** Dr. Debbie Cottrell, Provost and Chief Academic Officer. **Meredith College:** Dr. Allen Page, Vice President for Academic Programs; Dr. Cindy Edwards, Associate Vice President for Academic Programs. **NC State University:** Dr. John Ambrose, Interim Dean, Division of Undergraduate Academic Programs. **Saint Augustine's College:** Dr. Yvonne Coston, Vice President for Academic Affairs. **Shaw University:** Dr. Marilyn Sutton-Haywood, Vice President for Academic Affairs. **CRC:** Ms. Jenny Spiker, Director.

Dr. Cottrell welcomed the committee members with a special greeting to the new members of the group: Dr. Sutton-Haywood from Shaw, Dr. Coston from Saint Augustine's (as well as Dr. Cottrell from Peace). The minutes of the October 23, 2008 meeting were approved. Ms. Spiker reported on updates from other CRC committees and projects: the 2009 Librarians Workshop last summer, the development of CRC's first website, the Registrars' meeting and plans to reexamine the cross-registration policies and procedures and the minutes from the CRC Board of Directors' meeting on Oct. 21, 2009.

Key Discussion: The majority of the meeting was devoted to responding to the CRC Board of Directors' emphasis on the following goals for this year:

Orchestrate and Successfully Carry Out Efforts To Increase Sharing of Academic Resources

- With the help of the Academic Affairs and Operations Committees **identify key individuals on each campus** to do some serious exploration of joint faculty appointments and efforts for trailing spouses. Start with the **foreign language** departments and have them meet regularly.
- With the new economic climate, emphasize efforts to address **under-enrolled courses**. Consider such things as teleconferencing and new guidelines for reserving spaces for CRC students.
- Explore **joint administrative or staff positions** in such areas as advising, student activities, IT, security, counseling and international programs.
- Create an **Academic Advising Committee** to meet regularly.

The first part of the discussion focused on exploring these three ways to consider sharing faculty:

- **Joint faculty appointments**—When pursuing this option, for which CRC policies have already been developed, the group stressed keeping the process as simple as possible. One suggestion was to create a category between an adjunct and a tenure-track person. They agreed foreign languages are a good area to concentrate on such positions.
- **CRC appointments**—The group suggested we do research on the possibility of having CRC itself sponsor a faculty position or two. Several consortia around the country have such positions.
- **Faculty exchanges**—This option would be a way to use current faculty but share assignments across two or more institutions.

The next area of discussion was about academic areas where under-enrollment can be an issue:

- Several fields were mentioned: Foreign languages (such as French, Arabic, Chinese) and courses stressing diversity (gender, race, ethnicity)
- It was suggested that we also consider a joint CRC major as a way to help programs when under-enrollment or lack of resources.

The group also discussed ways to approach advisers to better publicize and coordinate CRC cross-registration:

- Form a committee of adviser representatives but also use Chief Academic Officers to coordinate with deans and department heads. The following people should be contacted for the new advising committee:
 - NCSU— Carrie McLean, First Year College
 - St Aug—Dr. Orlando Hankins and freshman advising head
 - Shaw— Cynthia Graham , freshman advising head
 - Meredith— Marie Sumerel and (dual-engineering-Cammey Manning)
 - Peace—Jerry Nuesell
- NCSU has monthly adviser training sessions—Dr. Ambrose suggested that they could invite faculty and staff from CRC members to those.
- They suggested CRC produce promotional items to distribute to advisers and post information on its new website and encourage the colleges to post CRC information on their websites.
- They also suggested using the CRC website to disseminate information about downtown and Raleigh, especially the bus systems, in addition to cross-registration and other campus-specific information.

Other topics:

- Trailing spouses/partners: The committee is still interested in pursuing more about these efforts. Dr. Betsy Brown from the CRC Operations Committee is doing some research about a national program that stresses this issue.
- The online education website, Inside Higher Ed, proposed group rates for advertising positions, but this group was not sufficiently interested to pursue that further.
- Several people suggested that CRC bring together members of the different committees more often, an effort that was started last spring with the 40th anniversary celebration. They suggested we use the website launch to do that this year.
- Dr. Coston encouraged CRC to spread the word more about the results of the economic impact study done in 2008. Several people suggested we bring in representatives of government and other key community members to CRC activities.
- Several people suggested that we look for ways to connect with NCICU (North Carolina Independent Colleges and Universities).

Report on last summer's joint study abroad trip to China:

Dr. Coston reported on and showed slides from the study abroad program in the summer of 2009 that was a joint project with NC State University and Saint Augustine's College. The 35-day program included nine students and four faculty from Saint Augustine's and students from NC State, the State University of New York and North Carolina Central University. The program was organized through NC State's Confucius Institute and took place at Nanjing Normal University, where the students studied Chinese language and culture. The collaboration grew out of a CRC meeting of international program directors last year. Dr. Coston had nothing but praise for the collaboration and especially for the organization by the Confucius Institute. She said that Saint Augustine's is producing a documentary from the project that will be shown to the public and on WAUG, the College's television station, and on the CRC Education Channel. Ms. Spiker said that the international program leaders are planning to meet again and reminded everyone to pass the word about future collaborations like this one.

Next meeting in February The committee agreed that the next meeting should be in February after behind-the-scenes efforts take place to make progress on the goals outlined at this meeting. Tentative plans are to meet in the renovated library at Peace College.