



Cooperating Raleigh Colleges

Board of Directors Meeting Minutes

March 4, 2015, 8-9 a.m.

Wyatt Norris Room, Belk Dining Hall, Meredith College

Jo Allen, CRC President, Presiding

Members in attendance: **Jo Allen**, President of Meredith College and CRC Board President; **Stephen Scott**, President of Wake Technical Community College and CRC Board Vice President; **Debra Townsley**, President of William Peace University; **Pamela Denning**, for Interim President of Shaw University; **Warwick Arden**, Provost, North Carolina State University; **Craig Barfield**, Vice President for Business and Finance, Meredith College, representing the CRC Chief Financial Officers Committee; **Bryan Ryan**, Senior Vice President for Curriculum Education, Wake Tech, representing the Chief Academic Officers Committee; **Roland Bullard**, Vice President for Student Development and Services, Saint Augustine's University, representing the Student Affairs Officers Committee; **Jenny Spiker**, CRC Director and Board Secretary/Treasurer. Guest: **Mary Kay Delaney**, Education Chair, Meredith College.

Minutes: The minutes of the November 12, 2014 meeting were approved. **(VOTE TAKEN)**

Finances: Ms. Spiker presented the budget showing the updated revenue of \$59,547 and expenses of \$60,110.58 for 2014-15. See the attached sheets for details from the last five years.

IRS 990 Form: Ms. Spiker pointed out the copy of the IRS 990-EZ form in the packet and reminded the group that this year's form was reviewed by the consultant that Meredith College uses for help with its 990. This Board had approved a fee for that review at the last meeting. This is necessary because the IRS has changed its requirements somewhat this year and will be adding sections for next year's report.

Committee Reports:

- **Transportation:** Craig Barfield reported on the transportation project that he has been a part of as a representative of CRC to the Wake County Transit Advisory Committee. He and Ron Brown from Saint Augustine's, Robert (Butch) Grove from Wake Tech, students Jill Ricks from Saint Augustine's and Bryan Speight from Shaw are representing CRC on the transit advisory committee, which has had two half-day sessions with some 50 other community representatives and another one to take place in April. At the last session the emphasis from most participants was on improved bus transportation with much less emphasis on light rail. Mr. Barfield said the CRC group met after the second community session to compare notes and decided to recommend to the CRC Board that they send a letter making a strong statement in support of the needs of the colleges and universities. The packets contained a draft letter. Several people suggested reworking it to make a stronger statement about the needs of the campuses for more connections between campuses. Dr. Allen and Ms. Spiker said they would make revisions and send it to Board members for approval before sending it to leaders of the City, County and Region.
- **Emergency Management:** Jenny Spiker directed the board's attention to the packet with a page from the CRC website on the workshop on infectious diseases that took place Feb. 12th. She said this project has been very successful in attracting a wide variety of personnel from all of the colleges to three workshops on emergency management issues. The packet has a list of attendees and the evaluation results. One of the main purposes is to connect college personnel with city, county and regional departments important to emergency management. At

the February workshop people from the Wake County health department and emergency management did presentations. In addition, each college had someone report on what they have done and learned about responding to infectious disease issues. She said one of the interesting findings was that the County has a warehouse with equipment such as tents, special lighting, and generators, that organizations from the community—including colleges—can use for all kinds of events, not just emergencies. They asked Ms. Spiker to send them the contact information for accessing those supplies. Other topics suggested for these workshops were shooter incidents and sexual assault issues.

- **Education Project:** Mary Kay Delaney, head of Meredith College's Education Department, gave a report about the recommendations of a newly formed CRC committee of education leaders from pre-K to graduate school programs in education. They are recommending that CRC sponsor a teacher education day at which key members of the business and government community experience first-hand what is happening in teacher preparation. They've discussed partnering with the public schools that each works closely with. Part of the time would be visiting schools and part bringing people together, perhaps with lunch presentations. The event would be some time in Fall 2015.
 - **Board Discussion about the project:** They suggested that the logistics of the plan could be problematic. Instead of an all-day event, it might be better to have a 2- to 3-hour event. They also asked the committee to consider having it at just one location, to use some technology such as videos of student teachers, Skyping and handouts with background data. Dr. Arden asked what the end point of the event would be, and Dr. Allen stressed that it was a good opportunity to emphasize what teacher educators mean by quality. Dr. Arden suggested considering Alisa Chapman, Vice President for Academic and University Programs at the central UNC offices, as a resource or speaker. Dr. Allen asked Dr. Delaney to report back at the May 14th Board meeting with the fleshed out plans for the event.
- **Chief Academic Officers:** Bryan Ryan reported on the meeting and projects following his committee's meeting in November and handed out (attached) a printed summary on adjunct faculty workshops, cross-registration and library sharing, and some of Wake Tech's programs that others can take part in, such as the MOOC (Massive Open Online Courses) and an update on the revised Comprehensive Articulation Agreement for state schools and the exploration of that program for independent colleges. He said his committee is considering expanding the workshops to full-time faculty and creating a certificate program for adjunct professional development. Dr. Townsley said the consortium in Wooster, Massachusetts has that kind of certificate.
- **Library Workshop and HR Committee:** Ms. Spiker reported that the librarians' committee is working now on its eighth summer workshop for all library personnel from the member institutions. Again it will take place in mid-July. In addition, for the first time, as a result of the Finance Committee's recommendation, human resources directors will meet on March 10th. Topics suggested for that group were training for new employees and training for Title IX and active shooter incidents.
- **Economic Impact Report:** Ms. Spiker pointed out copies of articles about the recent economic impact study done by the UNC System, community college system and North Carolina Independent Colleges and Universities. These were articles about the impact of individual colleges gleaned from the overall study. Several Board members said that they thought the numbers were quite conservative for this survey. And several said it is important to inform with anecdotes as well as data, as the data can be overwhelming to audiences.

Next Board meeting: May 14th, 3 p.m. with a reception following with members of all of the institutions' executive teams. It will be at Massey House, the Meredith president's home.