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Cooperating Raleigh Colleges

Chief Academic Officers Meeting Minutes
NC State University, Holladay Hall

Wednesday, March 15, 2017, 3 p.m.

Convener/Committee Chair: Katharine Stewart

<u>In attendance:</u> **NC State University**—Katharine Stewart, Vice Provost for Faculty Affairs; **Saint Augustine's University**—Yvonne Coston, Provost; **Wake Technical Community College**—Sandra Dietrich, Vice President, Curriculum Education Services & Chief Academic Officer; **Shaw University**—Paulette Dillard, Vice President for Academic Affairs; **William Peace University**—Meagan Kittle-Autry, Assistant Dean of Academic Affairs; **Meredith College**—Matthew Poslusny, Senior Vice President and Provost; **CRC**--Jenny Spiker, CRC Director

<u>Welcome, Introductions and Updates:</u> Katharine welcomed everyone to NC State and asked each member to update the group on the key current issues in academics at their institutions. She welcomed Meagan Kittle-Autry from William Peace, the only new participant to the group, who was representing Vice President of Academic Affairs Charles Duncan, who was called to another meeting.   Interestingly, everyone talked about a number of issues in common that they all have been concentrating on this year:

<u>Shared topics reported and discussed</u>:

- **Strategic planning**. Some campuses are starting this, others in the middle and some at the end of their planning period.
- **Revisioning campuses and master planning**. This was an especially strong issues for Shaw and Peace because of their downtown locations. Meredith has finished major renovations, and Wake Tech has several new campuses not yet finished. Their RTP campus will open in the summer of 2018.
- **SACS affirmations, planning, reviewing.** All campuses are at some stage in this process and they shared some of their key challenges, among them the review process.
- **Textbook approaches**. Some new plans are underway for this at some of the campuses.
- **Gen Ed revising or tweaking.** All are dealing with this in some way.
- **Faculty role model exploration**—a current issue at Meredith and others were interested as well.
- **Wake Tech has a new partnership with a high school** at their Northern Wake campus that Sandra explained.
- **Competency-based education (CBE)—**this was a major discussion and see below for ideas about working on that in the future.
- **Online courses and techniques for helping faculty learn**—educational technology
- **Sharing background on specific kinds of courses**, such as the new ways Peace and Wake Tech are teaching some physical fitness courses
- **Retention and first year experience**
- **Redesigning furniture and learning spaces for classrooms**
- **Evaluating faculty**

<u>Updates on current/recent CRC projects from other committees:</u>

Jenny gave them a packet with background on recent committees and projects and thanked them for serving as her "go-to" group for helping to find appropriate people for new committees and projects.   Here are the committees and projects she reported on:

(On Back)

- **Study abroad committee**. This group met in February at the suggestion of this committee. They shared information on an extensive array of programs and made plans to keep sharing information and openings for their trips and events.
- **Triangle United Way social entrepreneurship project** results. She showed them the winners of that collaborative project with students from colleges and the United Way.
- **New group exploring professional development for administrative staff.** This is a brand new project just getting underway and starting with an emphasis on early career staff members. The committee is meeting again March 28th to create some projects.
- **Adjunct (non-tenure-track) Professors Professional Development Project and consideration of expanding it to full-time faculty.** The adjunct workshops have been going on since 2014 and will continue.   She said that several people from a couple of campuses have approached her lately to ask if it would be good to do some similar shared professional development for full-time professors. The group discussed it and suggested we get the leaders of those programs together to explore the possibilities. They also reminded each other to keep informing the other campuses about times when members of the other CRC schools can attend the workshops and their campuses. Jenny thanked NC State for the regular invitations they send her to distribute to the other campuses.
- **Emergency Management project.** She shared information on the latest workshop and the committee's plans for the future.
- **Librarians workshop and committee meeting.** They saw minutes from the last meeting and she told them the next summer workshop will be July 27 at Wake Tech's Northern campus.
- **Registrars meeting.** This committee had asked the registrars to respond to their questions about whether online courses could be a part of the CRC cross-registration. Jenny read the following from the committee's last meeting:
    - This brought up the discussion about **whether online courses can be a part of CRC cross-registration**. Things have not changed since last year. Some schools allow online courses to be a part of the process, while others, such as NC State and Wake Tech do not. Shaw and William Peace allow cross-registration for those courses now. Peace's online courses are mostly for their adult students, and Shaw has increased its online courses significantly with now 30 to 100 per semester. The Chief Academic Officers discussed this topic at their meeting the previous week and asked Jenny to clarify it with the registrars and then bring it to the attention of the CRC Board of Directors at their Oct. 26 meeting. Wake Tech's online classes often fill up the fastest so it might be hard to get cross-registration in them if they were available. So far most of Meredith's online courses are in the summer when cross-registration isn't allowed. Holly said she wondered if adding online to CRC cross-registration would take away from the emphasis on students experiencing other campuses in person.
- **ADA coordinators to meet April 11.** This was another group that this committee suggested meet and she thanked them for helping to find the right people.

Next steps:

- Get the following groups together:
    - People leading accreditation. (This committee will create some questions via email to give to this group at its first meeting.)
    - Full-time faculty development leaders
    - Undergraduate research coordinators
    - Educational technology experts
    - Competency-based Education (CBE) leaders/experts
    - Retention specialists and first-year experience leaders

- Create ways to share information with Google docs folders

Next meeting: In the fall. Dates to be determined.