

COOPERATING RALEIGH COLLEGES
Finance Officers Committee Meeting
William Peace University, President's Conference Room
Wednesday, February 27, 2019, 3 p.m.
Convener/Chair: Rocky Yearwood

In attendance: **Rocky Yearwood**; Vice President for Administration & Chief Financial Officer, William Peace University; **Tonya Jackson**, Chief Financial Officer, Saint Augustine's University; **Darrell Williams**, Director of Business Services, Wake Tech Community College; **Lori Johnson**, University Controller, NC State University; **Craig Barfield**, Vice President for Business and Finance, Meredith College; **Jenny Spiker**, Executive Director, Cooperating Raleigh Colleges

- **Reports on current/past projects**—Jenny Spiker. She pointed to the list on the agenda and emphasized the Staff Professional Development Workshop. She said its target audience is people new to higher education positions. It will be on July 18th at Shaw University this year. She asked them to let her know if they know of people on their campus that would be appropriate presenters. She pointed to last year's brochure listing all of the sessions.
 - 50th anniversary celebration—Sept. 24, 2018
 - Adjunct (non-tenure-track) Professors Workshops—last one Jan. 30, 2019
 - Staff professional development workshops—next one July 18, 2019 at Shaw
 - Librarians workshops—next one Aug. 7, 2019 at Meredith
 - End of year reception for executive officers following the June Board meeting--date TBA
 - Chief Academic Officers meeting
 - Student Affairs meeting—new student SGA group

- **Introductions and updates from each member**

Rocky Yearwood—He came to William Peace in July 2011, the same week the university decided to go coed. And this is his 2nd time as chair of this committee. He talked about some of the past projects this committee initiated and emphasized the emergency management workshops, including ones with table top exercises for a wide variety of participants from all of the CRC institutions. He is from Florida and his wife graduated from NC State.

Lori Johnson—She is from NCSU and this is her 2nd year on the committee. She has been at NC State for 19 years and now is the university controller.

Darrell Williams—He has been at Wake Tech for 7 years. He started as an internal auditor and is now in charge of business services, including operations such as procurement of contracts and insurance. He is also involved with leases for warehouses and about 13 service projects. He is a North Carolina native from Roanoke Rapids in Halifax County.

Tonya Jackson—On January first she was newly appointed as CFO at Saint Augustine's University, where the university has finished its accreditation from SACS. She is originally from Detroit, went to college at Clark-Atlanta University and has worked in corporate accounting and for several other colleges, including Morehouse College. At Saint Augustine's she is trying to restructure her area and her main challenge is finding talent for

the positions. She is also working on policies and procedures, and the SAU President Everett Ward has announced his retirement; he is leaving July 24th.

Craig Barfield—He has been at Meredith College since Jan. 2011. He enjoys working in higher education— "You never know what's going to pop up!" Yesterday he was involved in helping to determine if they could get a visa from an African country for a speaker coming to campus.

- **Topics the group wants to explore further**—Rocky Yearwood brought their attention to these topics on the agenda:
 - **Enterprise Risk Management**—possible workshop led by NC State MBA students
 - **Veterans Affairs**
 - **Plan meeting for payroll officers**
 - **Title IX**
 - **Emergency Management** Tabletop Exercise – Cyber Attack / Data Breach

- **Topics the campuses are dealing with and could be considered for collaboration**
 - **Tonya—Visas.** SAU is bringing in students from Africa, and they have questions about how to verify visas and secure funds for the students. Some schools have a specific department for that. **Lori** said NCSU receives payments from international students using flywire and that is administered out of the cashiers / student accounts office. The people in payroll help with the visa / tax issues along with someone in our HR department. NC State is trying to find out the other side of that issue because they want people from other countries to do research. They may have to partner with someone in that country.
 - **Tonya**—She wonders if the colleges could partner with other schools to reduce **vendor costs**. Perhaps they could use a purchasing system together. The Atlanta consortium she was a part of did that. **Rocky** said private and public colleges could use the state contract list through NCICU, and the privates also have some collective purchasing agreements through NCICU. He said they have been trying to get discounts for health services and they are talking about 403B plans with NCICU. **Darrell** said Wake Tech piggy backs after other services with vendors and coops are becoming more of a thing. He has a list of those and will email them to those interested. **Tonya** said she needs that information for construction projects and Charlotte may have some ideas especially for IT.
 - **Rocky** asked about **Title IX**—**Tonya** said that at SAU an HR person is assuming that responsibility. For WPU this is a real time crunch. A few cases can take a lot of time. WPU has a process for that, and educating the students is a huge aspect of it.
 - **Cyber Security**—WPU had an attack some time ago through a student from China. This requires looking carefully at insurance policies. **Lori** said NCSU is getting a lot of phishing from people trying to steal research information. Their IT dept. spends a lot of time on that. **Rocky** suggested CRC could have a workshop with activities like they did for emergency management. Others thought that would be a good idea.
 - **Accreditation**—That's another project CRC could sponsor and bring in a variety of groups.
 - **GDPR (General Data Protection Regulations)**—**Darrell** said they have gotten some conflicting messages about that. European students are especially affected.

- **Craig** suggested that maybe we should do a collection of topics dealing with **compliance**. And we'd need to get attorneys involved.
- **Craig** suggested we look at **Updating of the Raleigh development code**—zoning, etc. What city issues are of interest to the campuses? We could bring someone in from the city's planning and development area. Maybe the CRC Board would like to consider that as well. A session like that would emphasize our colleges' impact in the community. **Jenny** reminded them that CRC has done three economic impact studies, including the one released at this September's 50th anniversary celebration at the Governor's Mansion.

What's next?

Committee Chair Rocky and CRC Director Jenny will get together to work on plans for two different gatherings:

- **Cyber Security**—Consider doing it this summer and invite a variety of groups from the campuses.
- A session about the **City of Raleigh Development Code and related topics**. Invite experts from the City to tell their perspective and we would talk about the campuses' perspectives.

--Submitted by Jenny Spiker