



Cooperating Raleigh Colleges

Board of Directors Meeting Minutes

June 21, 2017, 3 p.m.

Wake Technical Community College, Northern Campus

Stephen Scott, CRC President, Presiding

Members in attendance: **Stephen Scott**, President of Wake Technical Community College and CRC Board President; **Tashni Dubroy**, President, Shaw University and CRC Board Vice President; **Jo Allen**, President of Meredith College; **Brian Ralph**, President of William Peace University; **Katharine Stewart**, CRC Academic Affairs Committee Chair and Vice Provost for Faculty Affairs at North Carolina State University; **Rita Jerman**, CRC Student Affairs Committee Chair and Sr. VP for Enrollment and Student Services at Wake Technical Community College; **Gwen Kea**, CRC Finance Committee Chair and Vice President for Finance and Administration, Shaw University; **Yvonne Coston**, Provost, Saint Augustine's University; **Sharon Lipscomb Chavis**, Vice President of Administration, Saint Augustine's University; **Rebecca Neagle**, Northern Wake Tech Chief Campus Officer; **Jackie Jones**, Director of Presidential Affairs, Wake Technical Community College; **Jenny Spiker**, CRC Director and Board Secretary/Treasurer

Welcome from Dr. Scott: Dr. Scott welcomed the group to the Northern Campus and Building K. He said he's calling this area of the campus the riverside section since it's close to the Neuse River. He also stated that this campus is the first college or university where all buildings have been constructed to LEED or higher standards.

Introduction of the Northern Campus Chief Campus Officer: Dr. Scott introduced Rebecca Neagle, the Chief Campus Officer of the Northern Campus, and she welcomed the group to Building K as one of the first groups to use the facilities. Mrs. Neagle informed the group that Northern campus opened in 2007 and Building K has been open just this summer. It will be fully opened in the fall. When the Northern campus first opened it had two buildings with 2,000 students, all in college transfer programs. Now it has buildings A through K and over 20,000 students. Building K and the Building J across the road will now include business and technology services and courses such as automotive, building and construction, baking and pastry and fine arts. It also has a large gymnasium and fitness classes.

Minutes: The minutes from the March 22, 2017 Board meeting were approved.

Finances: Ms. Spiker presented the budget for this year with year-to-date revenue of \$115,786.11 and expenses of \$83,588.34. She also pointed to the projected year end revenue of the same amount and expenses of \$89,607.99. The proposed budget is for the same amount of revenue and expenses of \$99,085. She said the revenue from the State's funds for the PEG channel was down this year because we received three instead of four payments. She will be checking on whether another one is coming soon, although it will be too late for that to be placed in this fiscal year. The group also requested that the revenue item that says "NC. State Funds from the UNC system" be changed to "Funds from the UNC system." The financial report was approved.

Change for Director's salary: The Board voted at the end of the meeting to raise Ms. Spiker's salary by 3%.

Committee Chair Report: Student Affairs Committee—Chair Rita Jerman:

She reported that several of the major discussion topics were about LGBT policies and procedures, including how to keep student affairs staff members aware of the issues and how to deal with bias incident reporting. She said the group is hoping to have a workshop on those issues in the 2017-18 year. Dr. Dubroy asked her if her committee thinks these issues apply to the whole campus, and she said definitely yes. Dr. Stewart said that NC State has considered BIRT

(Bias Incident Response Teams) a hot topic recently and she suggest the committee contact Reggie Barnes for more information about that.

Groups that have met or had activities since the last Board meeting—Jenny Spiker:

- **Emergency Management Workshop**—The last workshop took place on June 13th -- “Benefiting from a Crisis Intervention Team” presented by Michael “Mac” Macario of the Raleigh Police Department and Roosevelt Richard of Alliance Behavioral Healthcare. The emphasis was on mental health issues. She said that security officers from all of the campuses were there and also some counselors and health care leaders. This is another example of CRC projects working to connect with the community.
- **Staff Professional Development**—The workshop created by this committee will be July 20, 2017 at the Friday Institute on the NC State campus. It will focus on early career staff members and already has more than 160 people signed up from all of the colleges. The committee is still accepting proposals for presentations and she encouraged the Board members to contact people on their campus who might want to present. (See the sheet about the workshop with the categories for presentations). She said one of the sessions will feature a panel of people from each of the campuses who have risen from an early career level position to a higher level. Rita Jerman is one of those; She started as a temp employee and is now Wake Tech’s VP for Enrollment and Student Services and head of the RTP campus.
- **Full-time and part-time Faculty Professional Development**—On May 10th a group of campus leaders from both full-time faculty development and adjunct faculty development areas met to look at ways to share and collaborate. After discussing a number of topics (see the notes attached), they decided to form four subcommittees to explore ways to continue the collaboration. Those subcommittees are on Information Gathering and Database Creation, Certificates, Speakers, and a Symposium.
- **ADA Coordinators** -- The list of representatives for that new committee were in their packets and they met for the first time on April 11. She said that the group was small so they’re planning another meeting.
- **Librarians Workshop** –The 10th annual workshop for library staff members is scheduled for August 1 at the Wake Tech Northern campus.
- **Entrepreneurship Leaders Group** – This group met for the first time on May 25th as a result of this Board’s recommendation following the presentation by Katie Gailes, Director of Entrepreneurship Initiatives at Wake Tech, at the March 22, 2017 meeting. Ms. Spiker said it was a fascinating meeting with all campuses giving details about how they are carrying out programs related to the topic. The representatives (listed in the packet) came from a variety of places on the campuses—from areas devoted solely to that kind of programming to those in academic departments to a person who had a passion for the area even though it didn’t fit perfectly in his job description. This group also decided to create subcommittees to start working on ways to share and collaborate. The subcommittees are Communications Approaches, Curriculum Aspects and Event and Program Planning.

Projects for the future:

- **CRC 50th Anniversary Celebration (2018).** The following ideas were discussed:
 - **Identify a planning committee:** Ms. Spiker will send out an announcement asking for each institution to appoint one person for the event planning part and another one for developing the ways to highlight CRC’s collective impact.
 - **Plan one big event**—Consider having it about this time next year—and work on which audiences to target- legislators, potential donors, students, faculty and staff, other community members, etc.

- Dr. Dubroy said to think about partying with a purpose, such as how private education helps augment public education, how much we need each other and how much of an impact we have on the community. Create a value proposition.
- Find students and faculty who've benefitted from CRC and fit them into the celebration.
- Dr. Allen stressed working on the message. How should we talk about success? Bill it as a celebration and a state of the union. Emphasize economic impact related items. Many people miss the partnership concept. Put the emphasis on Raleigh-Wake County. Work on visuals too.
- Dr. Stewart said we need to emphasize how we build efficiencies and opportunities with each other. How CRC makes Raleigh unique.
- Dr. Coston said it's about our impact together and individually. We should focus on how CRC affects Raleigh and the state.
- How do we do the economic impact study? Ms. Spiker said that Dr. Mike Walden, who did our two previous studies, has said he'd do one again. Dr. Allen said we could muddy the water if we do separate studies so the emphasis should be on collective impact--go big. Dr. Scott even wondered if we should have him do an estimate of the 50 year cumulative impact.. Dr. Stewart said NC State had an economic impact study done recently and we could see how they did theirs. The study can be done by an economist, but CRC people would have to do the narrative side.

Other ideas for the future:

- Dr. Ralph asked if there are other areas of interest emerging from our campuses of which we should be aware--like the many great new groups that are evolving to tackle other shared areas of interest/concern.
- Dr. Allen asked if other institutions were experiencing any areas of concern, such as outside speakers, rentals, speakers that self-invite themselves to an event, disruptions at graduations/other events, free speech vs. security and PR concerns. The group suggested that the Student Affairs Committee consider those areas of concern.

The meeting adjourned and the members joined those from their executive committees for the reception in the lobby of the building.

--Submitted by Jenny Spiker, CRC Director and Board Secretary/Treasurer