

COOPERATING RALEIGH COLLEGES BOARD OF DIRECTORS MEETING MINUTES

Thursday, Sept. 6, 2018, 3:30 p.m.

William Peace University
Williams Board Room, 2nd floor Main Building

Board President Brian Ralph Presiding

In attendance: **Brian Ralph**, William Peace University President; **Everett Ward**, Saint Augustine's University President; **Jo Allen**, Meredith College President; **Paulette Dillard**, Shaw University Interim President; **Warwick Arden**, North Carolina State University Executive Vice Chancellor and Provost; **Rocky Yearwood**, chair of the CRC Finance Officers Committee, William Peace University VP of Office Administration and Finance; **Matthew Poslusny**, chair of the CRC Chief Academics Officers Committee, Meredith Senior Vice President and Provost; **Jenny Spiker**, CRC Executive Director.

Dr. Ralph welcomed the committee and asked each person to introduce themselves. He then introduced our guest presenters.

Presentation from the North Carolina Business Committee for Education

Caroline Sullivan, executive director, and **Albert Eckel**, board member, introduced their nonprofit organization to us. Their nonprofit is a part of the Governor's Office and serves to bridge the gap between the business and educational systems. They told us about a number of their current programs working with middle school students and also with community colleges. They focus on helping students understand what jobs are available and especially about fields students often don't understand about how broad they are, such as the construction industry, and especially how women can be involved. They wanted to talk to the CRC board because they would like to involve higher education institutions in their initiatives. They are considering a half day program where students from CRC colleges could be involved. They were thinking about doing it this fall, but the board members recommended they do it in the spring, perhaps in March.

The board suggested to pull together a planning committee to work on involvement with the NCBCE group.

Minutes: The minutes from the June 6, 2018 Board meeting were approved.

Finances: Ms. Spiker presented the final budget for last fiscal year and the proposed one for this year. For the 2017-18 fiscal year income was \$128,927.94 and expenses were \$114,842.96 with \$14,084.98 to add to the reserve fund for a total of \$370,914.33. She pointed out that expenses were higher than usual for this past year because of more expenses for the high attendance of the staff professional development workshop and providing money for Meredith's hosting of CRC for the first time. For the 2018-19 fiscal year income is projected to be \$123,000 and expenses \$138,946. The extra expenses are because of the 50th Anniversary celebration, including a video for the event. She proposed using money from the reserve fund to finance that celebration. The Board voted to accept the 2018-19 budget as proposed.

Dr. Ralph suggested we have a phone meeting later in the year to discuss the budget situation in case the revenue from Channel 18 goes away in the future. The group agreed to that. They asked Ms. Spiker to get them a list of who provides the channel content from each campus.

Update on planning for CRC 50th Anniversary (2018) celebration on Sept. 24th

- Invite—students—identify up to 3 students.
- Get logo markers for student nametags.
- Get someone to take photos.
- Get quotes from Dr. Ralph, Dr. Ward and Dr. Walden to include in news release and create a list of talking points and facts to give to the board for the anniversary event.
- Put anniversary elements on the CRC website.

- Program for event:
 - Short –Governor, Dr. Ralph, Dr. Walden as speakers
 - Video
 - Recognize planning committee.
 - Have a student do a closing remark.
 - Take photos of students with governor.

- Video concepts:
 - Town and gown
 - Emphasis on collaboration and helping each other and bringing unique things to the community
 - Variety of campuses
 - Students stay in the community
 - Intellectual variety and catalyst

CRC website discussion: Dr. Ralph suggested that we explore a revision of the CRC website and work on that next year. The committee agreed that was a good idea and asked Ms. Spiker to start searching for help. Dr. Ward said it might be a good idea to see if some students from the campuses would like to be involved as well.

Summer Workshops: Ms. Spiker referred them to the brochure in their packet about the second workshop on July 19, 2018 and the program schedule for the Librarians Workshop. Both were successful, especially the staff workshop, just the second one, which attracted nearly 180 attendees. It took place at Wake Tech's Southern campus, and the 11th annual library workshop took place at NC State's Hunt Library.

Executive Session

--Submitted by Jenny Spiker