



## Cooperating Raleigh Colleges

### Board of Directors Meeting Minutes

October 26, 2016, 3 p.m.

Wake Technical Community College, Perry Health Sciences 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; **Brian Ralph**, President, William Peace University; **Katharine Stewart**, CRC Academic Affairs Committee Chair and Vice Provost for Faculty Affairs at North Carolina State University; **Gaddis Faulcon**, Vice President for Enrollment Management and Student Services, Saint Augustine's University; **Jean Jackson**, Vice President for College Programs, Meredith College; **Rita Jerman**, CRC Student Affairs Committee Chair and Sr. VP for Enrollment and Student Services at Wake Technical Community College; **Molly Curry**, Dean, Health Sciences & Chief Campus Officer, Health Sciences Campus, Wake Tech; **Theresa Peaden**, Director, Small Business Center, Wake Tech; **Jane Proctor**, Executive Office Assistant, President's Office, Wake Tech; **Jenny Spiker**, CRC Director and Board Secretary/Treasurer

**Welcome from President Stephen Scott and Molly Curry:** Dr. Scott welcomed the committee members to the Wake Tech Health Sciences Campus and introduced Molly Curry, the dean and chief campus officer for the Perry Health sciences campus. She talked about the 14 programs on their campus including nursing simulation and radiography, dental hygiene, emergency management and an early college for high school students interested in the nurse's aid program. She also talked about the articulation agreements with some of our CRC institutions.

**Minutes:** The minutes of the June 8, 2016 meeting were approved. **(VOTE TAKEN)**

**COMMUNITY PRESENTATION:** By Kate Pearce and Stephen Bentley, **Dorothea Dix Park** leaders with the City of Raleigh's Parks, Recreation and Cultural Resources Department. They showed slides of the current site and plans for its future and brought printed maps for everyone. They stressed that its 307.9 acres currently has 85 structures and that green space is the key component for moving forward. Some spaces are being leased by such groups as the NC Department of Health and Human Services, the Capital Area Soccer League and Bright Horizons Child Care. Ms. Pearce told the group that two of its CRC Board members, Dr. Dubroy and Dr. Woodson, are member of their Park committees. The park leaders are aspiring to have this space become another of America's great parks like those in Saint Louis, Houston and Nashville. She talked about its legacy having started as a plantation and then housing a mental health institute and a nursing college. It is close to many key city areas, such as downtown, Pullen Park, NC State and the State Farmers Market, which inspires its potential as a key community space. The planning process will kick off by the end of 2016 and will start in 2017. They hope to be thinking 150 years into the future. They asked the CRC Board members to be thinking of ways to bring skill sets to the space from both faculty and students in fields from history and sociology to environmental studies and engineering. She also said that they are encouraging tours of the property now, including those hosted by college students. They've had 52 tours so far and would be happy to set some up for CRC students, faculty and staff.

**Finances:** Ms. Spiker presented the budget showing the budget to date for 2016-17 and the final budget for 2015-16. (See attached). Last year's expenses were \$97,999.26 and income was \$123,071.23 for a net gain of \$25,071.97 to add to the operating reserve that is now at \$324,066. The budget for 2016-17 has expenses of \$105,000 and income of \$121,000. She pointed out as she has in other recent meetings that our largest financial support comes from the revenue we receive from the City of Raleigh and the State for administering and programming the public access education channel. She said that with the changes in television practices these days she's concerned about the long-term effects of that kind of support,

and that is why she thinks it's important to have a good operating reserve fund. Dr. Dubroy asked if we have considered other revenue sources. She suggested that we consider hiring a contract grant writer to find sources for shared projects.

### **Project and Committee Updates:**

- **Academic Officers Committee Report: Katharine Stewart, Chair**
  - She reported that their committee met on Oct. 12 with robust participation. Most of the group was new to the committee so they spent time getting to know each other, got information on ongoing programs and then proposed new projects. They asked about cross registration for online and hybrid courses and asked to bring that question to the CRC Board. They proposed the following new projects:
    - Bring together ADA officers
    - Concentrate on exploring study abroad activities and resources. For example, work on coordinating with each other, combine efforts on undersubscribed programs, increase access to study abroad and reduce financial and other barriers to participation. They will start with an email conversation to solicit advice on study abroad and then get the study abroad leaders together and have them submit a report to the academic officers in the spring.
    - Dr. Ralph asked if it is okay for two schools to work on projects as a part of CRC, and everyone agreed that that can be good; not all collaborations have to involve all six institutions.
  
- **Student Affairs Officers Committee Report: Rita Jerman, Chair**
  - She reported that the committee heard from John Kornegay, Wake Tech's leader of the Single Stop program, on their campus as a part of a grant. It pulls resources from the community—one stop shop for students to get connected to benefits so that financial barriers don't keep them from staying in school.
  - They also discussed trending issues such as engaging more students in co-curricular activities for soft skills, the fair labor standards act (exempt-non-exempt employees), civil discourse on the campuses and safe and respectful environments for transgender students.
  
- **Go Pass developments + transportation plan on the ballot** (Jenny Spiker)
  - Ms. Spiker pointed to a sheet in their packet with a City of Raleigh news release about three of the CRC schools (Saint Augustine's, Shaw and Wake Tech) joining Meredith and NC State in providing their students with the GoPass for free riding of buses in the city. This is a follow-up to the presentation from the transit leaders at our Fall 2015 Board meeting. On the back of that sheet were the facts about the upcoming vote for a new transit plan with an emphasis on increased frequency and routes for buses, rapid bus transit and a reuse of train tracks for some new city-county routes.
  
- **Triangle United Way social entrepreneurship project + community service leaders** (Jenny Spiker)
  - Another example of CRC working with a community organization is the project now underway with the United Way of the Greater Triangle where students will be pitching ideas for social entrepreneurship projects. Shortly after CRC gathered community service leaders from all of the members together last spring for the first time, the United Way asked to meet with them to explain their "Generation Next: College Edition" project. (See background sheet), designed to highlight college entrepreneurs bringing social issues to the community through pitching social projects. The pitches will be made at the MLK event at Saint Augustine's University where students will meet with business leaders and eventually key projects will be selected and some funding provided. The list of people from the campuses who are leading these efforts was included in the packets.
  - Also included was a list of all of the projects aimed at community service already going on now from the campuses.
  
- **New group exploring professional development for administrative staff** (Jenny Spiker)
  - At the suggestion of two Meredith employees, CRC gathered people from each of the campuses on Oct. 19 to explore ways to provide shared professional development for administrative staff members. See the list of attendees and the summary of the issues and how they want to proceed. They plan to create a

survey to send to targeted audiences among staff at the campuses and then create a subcommittee to make plans for proceeding with such activities as workshops, list serves, vendor presentations and webinars.

- **HR leaders meeting on exempt-non-exempt employees** (Jenny Spiker)
  - This group met on Sept. 22 and shared many details about this issue they are all facing with a Dec. 1, 2016 deadline. It was a very extensive conversation with lots of sharing of interpretations and resources.
- **Adjunct (non-tenure-track) Professors Professional Development Project** (Jenny Spiker)
  - She talked about the adjunct professional development project progressing with five workshops in the last several years. This fall a group of three adjuncts who've gone to the workshops had a phone meeting and now they are getting a group together from all of the colleges to help set the course for this project.
- **Career leaders committee** (Jenny Spiker)
  - This group met on May 18 with lots of sharing and ideas for future meetings and projects, including shared visits to businesses and focus groups with students.
- **Emergency Management project** (Jenny Spiker)
  - This project formed three years ago has involved five workshops or trainings. One of them had to be rescheduled from this last July because of the presenter's illness. It will be held on Nov. 15, and she encouraged the members to get the word out on their campuses.
- **Librarians workshop** (Jenny Spiker)
  - She said the library staff members had their 9<sup>th</sup> annual workshop last January and pointed to the program in the packet. They are now planning the 10<sup>th</sup> one for this summer.
- **Registrars and cross-registration** (Jenny Spiker)
  - The registrars committee met the day before and the report on the courses taken through cross-registration last year is in the packet. This group also talked about their understanding of which institutions allow cross-registration for online courses. Currently Shaw and William Peace are the only ones allowing that.
- **Wake Tech Small Business Center**
  - **Theresa Peaden**, Director of Wake Tech's Small Business Center, introduced the Board members to their programs that are open for free to people in the other CRC institutions and the community. She provided flyers on their Seminar Schedule with classes at the Western Wake and Northern Wake campuses, their Online Entrepreneur day-long workshop on launching a business on Nov. 19 at the Western Wake campus in Cary, and HP Life e-learning online training for entrepreneurs. She said that their Center could also bring some of these programs to the other campuses for lunch sessions, free counseling and workshops. You can find information at their website, <http://www.waketech.edu/programs-courses/non-credit/build-your-business/small-business-center>. These services are hosted by the community college system with tax support. The emphasis is on start-ups. Dr. Scott emphasized how important it is for colleges to help students be prepared for jobs that don't yet exist. Ms. Jerman suggested we get the Raleigh Chamber's Education Committee involved with this and related issues for our colleges.

#### **Projects for the future/other groups to convene:**

- **Groups to bring together:**
  - **Community Police—bring the Raleigh Chief of Police to the next CRC Board meeting**
  - **Marketing directors with an emphasis on social media communication**
  - **Financial Aid Directors**
  - **Start planning for 50-year anniversary in 2018.** Do another economic impact study.
  - **Bring in new leader of the Research Triangle Park Foundation**

#### **Sharing of issues on each campus:**

- **Saint Augustine's:** Dr. Faulcon talked about how the default and graduation rates are issues they are working on. Also retention and use of social media. Their student body has grown this year.
- **William Peace:** Their enrollment is also up this year driven by academic and student service attention to retention. They now have two teams with a focus on retention with a major emphasis on one-on-one attention

from advisers and faculty. All of the vice presidential positions are filled now that he has been in office a year. They have nine new majors, new women's and men's lacrosse teams and a partnership with Wake Tech.

- **Wake Tech:** They have had some serious problems with Hurricane Matthew to deal with. The Vernon Malone campus was flooded and cannot currently be used so they have had to move some 400 high school students to other campuses. Dr. Scott urged the other Board members to find out exactly what their insurance covers. They too are dealing with civility issues as illustrated by a recent incident of an online student wanting to push the limits of free speech.
- **Shaw:** They have increased their enrollment by 15%, closed a \$4 million gap in fundraising and boosted faculty pay. They have a lot of infrastructure issues to address and they believe infrastructure problems can affect retention. They are also working on improving retention and graduation rates.
- **Meredith:** They just celebrated their 125<sup>th</sup> year anniversary and the end of a year-long renovation of Johnson Hall, their administration building. They have major efforts underway on civil discussions on the campus.
- **NC State:** During their "Red and White Week" they launched the public phase of their fundraising campaign. Last year the disparity between white and non-white students was reduced and they gained national recognition for that result. They are working a lot on civility, inclusivity and diversity both for students and employees.

*--Submitted by Jenny Spiker*