



COOPERATING RALEIGH COLLEGES

CRC Student Affairs Officers Committee Minutes

Saint Augustine's University

Wednesday, October 29, 2014, 11 a.m. – noon

Convener: Roland Bullard, Committee Chair

In attendance: Roland Bullard, VP for Student Development and Services, Saint Augustine's University; Lisa Zapata, Vice Provost for Student Development, Health and Wellness, NC State University; Jean Jackson, VP for College Programs, and Ann Gleason, Dean of Students, Meredith College; Rita Jerman, VP for Enrollment and Student Services, Wake Tech Community College; Keith Powell, VP for Student Affairs, Shaw University; Frank Rizzo, VP for Student Services, William Peace University; Jenny Spiker, CRC Director.

Welcome and Introductions: Dr. Bullard welcomed the group to Saint Augustine's and everyone shared introductions. The two new members of the group are Keith Powell, new to Shaw University, and Rita Jerman of Wake Tech.

Project Report—Emergency Management: Ann Gleason reported on the major project of this committee and the Finance Officers Committee in the 2013-14 year, the emergency management project: (Printed report is attached.)

- The group had two meetings and two workshops last year. The first one on Oct. 22nd brought together representatives from the colleges and members of the city and county agencies involved in emergency management (list attached). Then there was a follow-up meeting Nov. 26 and two workshops in spring semester. The first one on April 11th brought together people from a variety of campus positions who heard from Steve Newton, Wake County Emergency Management Assistant Director, and then met in cohort groups among the campuses and finally with their own college team. On July 30th the groups from all the colleges came together again for a table top exercise led by NCSU's Katina Blue and Joe Darkoh. The participants dealt with a tornado that affected all six colleges. The two workshops each attracted 50 some participants coming from all of the CRC institutions. Lists of attendees are attached.
- The emphasis is on working with the colleges and universities and city and county leaders to learn from each other and be ready to cooperate in case of an emergency.
- The table top exercise really illustrated the kind of stressful situations emergencies cause. The leaders used injects that came fast and furiously just like they would in a real crisis. Several people on the committee took part and said they thought it was successful because it was both maddening and educational.
- Steve Newton and the other community contacts were very pleased to work with us because. They stressed how important it is for them to have contacts at all of the colleges and universities.
- One of the next parts of the project is for the colleges to develop and share lists of resources for emergencies and security issues. The committee will meet again soon.

CRC Student Leadership Group: Ms. Spiker talked about how this committee has wanted to pull together a group of students from each campus for a CRC student leadership group. Committee members have sent her the key person on each campus to contact to find the appropriate students. She shared the draft (attached) of a short survey to send to those key people for feedback on how to form the group. The committee suggested the survey ask about the importance of having a group activity. They suggested stressing a community service project. They also said that the North Carolina Independent Colleges and Universities group is getting student leaders together on Feb. 21 so have that date in mind when planning our meeting.

Transportation: Dr. Bullard announced that he and Ms. Spiker would be attending a meeting the next day with City of Raleigh Transportation Director David Eatman and several CRC leaders about exploring ways to expand public transportation options for students, faculty and staff of the colleges and universities in the city and county. Those attending will be Saint Augustine's president Everett Ward and Ron Brown, Vice President for Government Relations and Enrollment Services, CRC and Meredith College president Jo Allen and John Cranham, Assistant Vice President for Building and Grounds at William Peace University.

Dr. Bullock asked for ideas about concerns for them to take to that meeting. The Meredith and NC State members said they use Go Passes for students, faculty and staff to get free citywide bus service. They wanted to be sure the Go Pass plans were a part of the discussion. Saint Augustine's is exploring getting the R Line, free downtown circulator, to go to its campus. And the group is looking at the arrangement called the HEAT that the colleges and universities in Greensboro have for a bus service to their campuses. Rita Jerman said Wake Tech is always looking for more ways for their students taking evening classes to get better bus service.

The group also talked about several of the campus' use of Zipcars and shared bicycles. William Peace, Meredith and NC State have Zipcars, shared cars that people on campus can use for \$8.35 per hour. This national company also arranges to pay someone to take care of gas and maintenance for the vehicles. NC State has a Wolf Bike plan for shared bicycles. Meredith has its own bikes to share.

Discussion Topic: On-campus party/emergency protocol: Dr. Bullard introduced this topic with questions about how campuses should contact each other if a student from another campus is at their school when something happens that requires emergency treatment or a violation of a campus policy. He talked about a recent experience at Saint Augustine's when a student from another CRC campus was at a St. Aug party and tripped so that a head injury required a hospital visit late at night. He accompanied the student but wondered who and how he should contact people at the student's home school. Several others reported similar circumstances on their campus. A discussion ensued where people gave details about how such events would play out at their school, covering such issues as...

- Contact should be made to the campus police at the student's school. The committee asked Ms. Spiker to gather a list of campus police numbers to send to the committee members.
- Members discussed the details of their policies for student policies and codes, including those involving Title IX issues.
- They discussed issues involving students who violate policies on one campus and then transfer to another college in the area.
- They talked about how policy and code violations are put on transcripts or not and about dean certification forms and holds on registration forms.
- They also discussed the different ways their campuses deal with sanctions and what trespassing means.
- The committee recommended the group discuss in the future some key issues on this topic. They could use the current national discussions on campuses about sexual assaults as a model for such discussions.

Staff development pool/speaker's bureau: Dr. Bullard said he would like for the group to develop a list from each campus of people who could be shared to present on specific student affairs topics. The others thought that was a great idea because everyone has people with particularly strong interests and expertise to share right here in town. These people could come to meetings to lead informal sessions or take part in workshops. Ms. Spiker agreed to compile that list for the committee and their staffs.

Ebola responses: Several campuses have been responding to the Ebola situation. Meredith had invited a speaker from an affected region, and Wake Tech had both a faculty member and a student visiting an affected country. The colleges are developing protocols for such situations and they shared what they have learned so far. They stressed that it is important to get such policies communicated before the upcoming vacation periods when lots of traveling takes place and to establish policies for international students.

Next meeting suggestions: The group recommended another meeting in the spring semester.

--Submitted by Jenny Spiker