



Cooperating Raleigh Colleges

Chief Academic Officers Meeting Minutes NC State University, Peele Hall

Wednesday, October 12, 2016, 3 p.m.

Convener/Committee Chair: Katharine Stewart

In attendance: **NC State University**—Katharine Stewart, Vice Provost for Faculty Affairs; **Saint Augustine’s University**—Linda Hubbard-Curtis, Associate Vice President for Academic Affairs; **Wake Technical Community College**—Sandra Dietrich, Vice President, Curriculum Education Services & Chief Academic Officer; **Shaw University**—Paulette Dillard, Vice President for Academic Affairs; **William Peace University**—Charles Duncan, Vice President for Academic Affairs; **Meredith College**—Matthew Poslusny, Senior Vice President and Provost; **CRC**--Jenny Spiker, CRC Director.

Welcome and Introductions: Katharine Stewart welcomed the members to NC State University. The members introduced themselves and shared information about their background and updates about their institutions:

- **Katharine Stewart--NCSU:** She said that her position has her involved with topics such as instructional continuity, supporting productive pathways for non-tenure track faculty in teaching, research and clinical, and what faculty need to be doing about the cultures of diversity and inclusivity so everyone feels supported, safe and included and all have a voice. Those issues apply to teaching and mentoring, scholarship, extension programs, community service, managerial and technological programs, and creative endeavors. Her field is psychology and she’s been in this role about a year.
- **Charles Duncan—William Peace:** He is new to this position but has been at William Peace since 1998 as an English professor. Peace has a new president who’s been in office one year, and they have reduced full-time faculty recently to about half the size so they are working on a bridge strategic plan to be released this spring. They are working on growth and creating a different environment for rebuilding both faculty and staff.
- **Paulette Dillard—Shaw:** She has been in this position since May after having served as dean of arts and sciences and a biology professor. Shaw also has a new president who has just finished her first year. They are working on major organizational changes and have launched the strategic planning process with an emphasis on entrepreneurial thinking. They are also leveraging their position in downtown Raleigh. They’ve had a record enrollment this fall—a large freshman class but retention is not where it needs to be (have been losing about 48% of freshman.) They are also looking at 6-yr graduation rates. They need to do program reviews and are bringing in people from outside the university in their fields to help with that. They have streamlined their structure after having had three separate schools, which is hard for a small college, and now have just undergraduate and graduate schools.
- **Matthew Poslusny—Meredith:** He has been at Meredith for four years. The college has been going through lots of major campus facilities renovations. They had their external review last year and now are following up on the recommendations from that. One change is that faculty used to have one role model for the past 15-20 years but now their role has been divided into four parts. They now have more non-tenure track faculty and they have put enrollment management under his position.

- **Sandra Dietrich—Wake Tech:** She is also new to her position after having served as career services director previously. This position involves all things connected to curriculum. Some of their major issues involve student body and campus growth, which is good but also presents challenges. They are looking at competency-based education, pathway initiatives, and regional pathways from middle school through college. Online courses are a big challenge in trying to catch up with infrastructure.
- **Linda Hubbard-Curtis—Saint Augustine’s:** She was representing Provost Yvonne Coston. Among their new projects are that they are now using Blackboard and have introduced online hybrid courses and 3-week and 5-week summer sessions with most classes online. They involved students in a focus group for the selection of Blackboard. They too are working on retention and having freshmen in a cohort model. They are especially working on building confidence in some courses they think students aren’t as ready as they should be to take. And they are revising their first year experience course with a concentration on careers.
- **Jenny Spiker—CRC Director:** She explained the basics of CRC operations and programs since most of the members were new to the committee. She emphasized how this is one of the three key committees with the chair being a part of the Board of Directors. The meetings are always about connecting and sharing information and also about finding new ways to connect to cohort groups among the member institutions and also to the community. Her reports below are about recent projects as examples of those approaches.

Reports on other CRC projects---from packet---by Jenny Spiker

- **Triangle United Way social entrepreneurship project and community service leaders:** 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 see the 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:** At the suggestion of two Meredith employees, CRC is gathering 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 those planning to attend.
- **HR Leaders meeting on exempt-non-exempt positions:** This group met on Sept. 22 and shared many details about this issue they are all facing with a Dec. 1, 2016 deadline.
- **Adjunct Faculty Professional Development:** 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 center leaders committee:** 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.
- **March 2nd community event on training and retaining teachers:** The group heard about this major community forum last year that attracted business, government and nonprofit leaders as well as people from the CRC institutions dealing with this important issue. It took place at NC State’s Friday Institute.
- **Librarians workshop and Registrars:** Both of these groups are still very active and the library workshops have now gone on in July for nine years.
- **Emergency Management project:** 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.

- **Transportation--GoPass:** This fall the City announced that three of our CRC institutions have joined the GoPass bus program so that now five of our six campuses are involved. The new schools are Wake Tech, Saint Augustine's and Shaw. NC State and Meredith have been involved for a number of years.

Other projects to move forward: The committee recommended exploring the following new or revised projects:

- They had questions about whether CRC students can now use cross-registration for **online and hybrid courses.** Jenny said she will forward that question to the registrars and the CRC Board.
- Bring together the **ADA coordinators.**
- **Study Abroad project:** Bring together those leaders to address ways to collaborate and respond to issues such as fragmented programs, best practices, institutional risks, reducing barriers to participation and service abroad. This group could look at administrative structures for study abroad and where there are natural points of collaboration. They could consider combining study abroad and student research.
 - **Katharine and Jenny will get together to get this started with the following approach:**
 - Create an Email round—questions to charge the study abroad group with and who should be involved.
 - Get the study abroad group together in early spring semester.

The group agreed to schedule another meeting for the spring semester, preferably in February.

--Submitted by Jenny Spiker, CRC Director