

**Charlotte Area Educational Consortium
Minutes of the
Board of Directors Meeting
East Campus of Gaston College
Room E115
September 25, 2009
8:30 a.m.**

Present:

Belmont Abbey College
Cabarrus College of Health Sciences
Carolinas College of Health Sciences
Catawba College
Central Piedmont Community College
Catawba Valley Community College
Gardner Webb University
Gaston College
Gordon-Conwell Theological Seminary
Livingstone College
Mitchell Community College
Pfeiffer University
Queens University at Charlotte
South Piedmont Community College
Stanly Community College
University of North Carolina at Charlotte
Winthrop University

President Skinner called the meeting to order at 8:35 a.m.

I. Welcome and Introductions

Dr. Skinner welcomed the group, and introductions were made.

II. Agenda Overview

Dr. Hopkins presented an overview of the agenda and presented the 2008-09 Annual Report. The annual report will be available on the CAEC Web Site.

III. Minutes of the May 21, 2009, Executive Committee Meeting

The minutes from the May 21, 2009, meeting were presented.

IV. Presentation of 2009-10 Executive Committee

Dr. Hopkins introduced and presented the 2009-10 Executive Committee for approval.

Upon a motion and a second, the executive committee was presented for approval. The motion carried.

Dr. Skinner stated that she was serving as the CAEC president for a second term in 2009-10 and would be soliciting a president for the 2010-11 term.

V. Overview of 2009-10 CAEC Activities

Dr. Hopkins stated that there were a limited number of activities that occurred in 2008-09 due to a number of factors. However, his commitment was to increase the number of activities in 2009-10. He presented a calendar of events that included CAEC Council and Executive Committee meetings, the CAEC Fall Workshop, and a Registrar's Conference.

The 2009 CAEC Fall Conference will again be held at York Technical College free of charge. The agenda and registration materials will be on the website soon.

VI. Presentation of the 2009 Grant Proposals

Dr. Hopkins presented for approval \$8,995 in grant recommendations submitted by member institutions. He offered the grant proposals for review by anyone present who felt the need to see them. The Executive Committee recommended approval of all of the grant proposals for the full amount requested. There was some discussion regarding the proposals.

Upon a motion and a second, the 2009 grant proposals were presented for approval as recommended by the Executive Committee. The motion carried.

VIII. Treasurer's Report

Ms. Gibbes presented the 2009-10 budget for approval as well as documentation from the bank showing the current balance in the checking account.

Upon a motion and a second, the 2009-10 budget was presented for approval with no changes. The motion carried.

Dr. Skinner initiated a discussion about the dues changes for 2009-10 and if these changes would continue beyond the current year. Ms. Gibbes indicated that the

changes were originally made only for the current year. Dr. Skinner polled those present and the consensus was that the dues should return to \$400.

A motion and a second was presented to return the dues to \$400 for the 2010-11 year. The motion carried.

IX. Membership

Dr. Hopkins invited each institution and the respective representative present to review the Council membership listing and make any necessary edits/corrections and return to him. This information will be used to update the CAEC website.

X. Adjournment – There being no further matters to bring before the Board, the meeting adjourned at 9:15 a.m.

Respectfully submitted,

Hampton Hopkins
Chairperson