



**RC-2020, INC.
FALL 2017 BUSINESS MEETING
OCTOBER 14TH, 2017
UNIVERSITY OF HAWAII COMMUNITY COLLEGES
MINUTES**

CEOs Attending:

Bruce Leslie, Marie-Therese McGivern, John Morton, Antonio Perez, Henry Shannon, Anne Sado, Jerry Steward.

WELCOME, CONFLICTS OF INTEREST

MT McGivern called the meeting to order at 9.30am.

MT noted the apologies received to this meeting and in particular asked that best wishes are extended to Cynthia Bioteau for a speedy recovery from her recent surgery.

MT McGivern welcomed members to the meeting and reflected on the shared learning and collegiality that members had experienced. The passion and dedication shown by College staff, the richness of the sharing and debate by members and the Aloha was discussed. The presentations/inputs from the Roundtable Discussion can be found [here](#).

MT McGivern formally thanked Dr. Morton and in particular Debbie Nagakawa from the University of Hawaii Community Colleges for the thought provoking program which they had delivered.

AGENDA ITEM 1: MINUTES OF THE RC-2020 SPRING 2017 MEETING [Spring 2017 Minutes](#)

MT McGivern referred to the minutes of the Spring 2017 meeting and asked if they were an accurate record of the meeting.

ACTION: A motion was made by Tony Perez, and seconded by Henry Shannon, to approve the Spring 2017 meeting minutes. Motion approved.

AGENDA ITEM 2: TREASURER'S REPORT – DR. JOHN MORTON

Dr. Morton presented the 2017 full year report and the draft budget for 2018

[Financial Report](#) 2017 budget highlights included:

1. Financial position remains positive with \$338,600 in deposit accounts.
2. Revenue target for 2017 is \$138,000
 - Membership target for full year is \$98, 0000. This is based on renewals from 24 existing members and 2 new members recruited.
 - As at Quarter 3, 21 existing members have renewed - \$84,000 and one new member has been recruited - \$6,000.
 - Sponsorship target for 2017 is \$40,000. \$40,000 has been generated for the full year.
3. Operational expenses were budgeted at \$125,000.
 - Host colleges have carefully managed expenditure resulting in an underspend of \$22,000 against this budget line.
4. Delivering within this budget will realise a full year surplus of \$16,600.

[Financial Report](#) 2018 draft budget highlights included:

1. Recommending a breakeven budget.
2. The budget is based on retaining all 22 existing members and generating \$40,000 from sponsorship revenues.
3. \$3,000 has been included in the draft budget to audit accounts (last audit 2014).

ACTION:

A motion was made by Henry Shannon and seconded by Tony Perez to note the full year 2017 Financial report and to approve the 2018 budget. Motion approved.

MT McGivern offered thanks to Dr. Morton for his report.

AGENDA ITEM 3: MEMBERSHIP REPORT [Membership Report](#)

In Dr. King's absence, Gillian summarized the written membership report noting the number of current College and Emeriti members. Member dues for the full year were budgeted at \$90,000.

Anne Sado confirmed that she had reached out to British Columbia Institute of Technology in Vancouver however; the Institute is already committed to several other networks and will not be joining RC-2020 in the near future. Anne further confirmed that she would be meeting with SAIT in November and will discuss RC-2020 membership and encourage attendance at the Spring 2018 meeting in Miami.

Tony Perez confirmed that he had reached out to Joe May, Dallas Community College and that Dr. May had confirmed his attendance at the Spring 2018 meeting.

ACTIONS:

Members agreed to reach out to the following prospective members:

- CC Philadelphia – Dr. Perez to reach out.
- Cuyahoga Community College – Dr. Shannon to reach out.
- Houston Community College – Dr. Maldonado had confirmed attendance at the Fall 2017 meeting however business pressures resulted in cancelling. Dr. Bioteau to reach out.
- Maricopa Community Colleges – Dr. Leslie to reach out.
- Roxbury Community College – Dr. Perez to reach out.
- San Francisco Community College – Dr. Shannon to reach out.
- Seattle Community College – Dr. King to reach out.
- Dr. Bioteau to identify potential membership from Michigan.
- Gillian Magee to determine if Westchester Community College meets RC-2020 criteria and if so, Dr. Perez to reach out.

A lively discussion ensued regarding the future of the organization and the legacy, which those members soon to retire, hope to leave. Members discussed their personal reasons for prioritising RC-2020 over other networking organizations, why it was so rewarding both personally and professionally. Members shared a view that the time dedicated to RC-2020 allowed for protected time with colleagues to debate and find solutions to the most pressing challenges they are facing that are common to all member colleges, irrespective of jurisdiction.

ACTIONS:

- MT McGivern to call each member with a view to capturing personal testimonials.
- Gillian Magee to develop new membership recruitment materials in advance of the Spring 2018 meeting.
- MT McGivern to call those members who have not attended recent meetings with a view to stimulating attendance at the Spring 2018 meeting.

MT McGivern, on behalf of the membership extended her thanks to Dr. King for his report and offered thanks to members for their commitment to developing membership plans.

SPRING 2018 MEETING, MIAMI

Dr. Perez apprised members of a recent conversation with Dr. Padron confirming that Maimi Dade College will host the Spring 2018 meeting.

Members discussed potential themes for the Spring 2018 meeting and agreed to offer the following to Dr. Padron as a theme for consideration:

'What measures are community colleges taking to ensure we are equipped/preparing our staff with knowledge and skills to support our learners' social, as well as educational needs – are we ready for our students?'

Members welcomed this topic and asked that a skype planning discussion be scheduled to take place in February in advance of the meeting: this would allow for further conversation on the conference theme and give members ample time for pre-learning and preparation.

ACTION:

- Executive Director to liaise with Miami Dade College to plan the meeting and agree the conference theme.
- Executive Director to schedule a video conference in February 2018.

ANY OTHER BUSINESS:

1. Thanks and Recognition

Gillian Magee asked for formal thanks and appreciation to be noted for the hard work and creativity of Debbie Nagakawa and her team in planning and executing the Fall 2017 Meeting.

2. Future Meetings

Oklahoma Community College had kindly offered to host the Spring 2019 meeting. On reflection, Dr. Steward felt that the uncertainty of the weather during March may pose a risk to the meeting. He therefore proposed to host the meeting in Fall 2018 and will confirm these revised dates ASAP. Dr Shannon is content to host in March 2019.

ACTION:

Dr. Steward to confirm Oklahoma Community College as host for Fall 2018 meeting.

- The Spring 2018 Meeting will be hosted by Miami Dade Community College: March 7-11.
- The Fall 2018 Meeting will hosted by Oklahoma City Community College (tbc): October 17-21.
- The Spring 2019 Meeting will be hosted by Chaffey Community College. Dates tbc.

ADJOURNMENT:

The meeting adjourned at 11.45 am.