



Cornell University Prison Education Program

Advisory Board Meeting: Tuesday, September 6th at 4:00pm

Location: 281 Ives Hall – Dougherty Lounge

Dial-in Number: no conference call set up this time

Facilitator: Sam Nelson, CPEP Faculty Director

Notetaker: Amber Aspinall

Time In: 4:09PM

Time Out: 6:03PM

Board Members Present: Alison Van Dyke, Raymond Roe, Sam Nelson, Ken McClane, William Marshall, Sandra Greene, Bridget Brew, Alex Chertok, Amber Aspinall, John Crutchfield

Staff Members Present (from 4:09 – 5:15pm) Rob Scott, Kyri Murdough, Cathi Root

Summary of Motions Passed:

- (1) New board terms are 3 years long. After serving a 3 year term each individual board will take at least one year off from the board.
- (2) The board will meet four times a semester. The fourth meeting will be open to all members of the CPEP community.
- (3) Board members will meet without the presence of CPEP staff at the end of each board meeting.

(blue=things said in meeting)

Agenda:

1. Roll-call, Introductions, Note-taker assigned (Amber)
2. Program overview (Rob)
 - a. This year's CPEP Advisory Board (AB) experienced the largest turnover to date
 - b. Graduation Ceremony
 - i. Auburn, New York
 - ii. Oct 20th, 2016
 - c. Associate Director Hiring Updates
 - i. The search continues
 - d. Other new initiatives
 - i. Re-entry efforts are gaining momentum
 - ii. curricula offerings (math, neuroscience, debate)
 - iii. Cornell certificate in Liberal Arts (Five Points)
 - iv. New tracking system for folks in prison
 - e. Funding Updates
 - i. Upward trajectory w/ funding though money for education in prison programs in precarious given issues with pell grants
 - ii. Sunshine funds Auburn, Mellon funds two other prisons, the rest of the money comes from other donors

- a. Fundraising Events (w/ TA alum)
 - i. New York City & Westchester Country
 - ii. November dates TBD
- 2. CPEP Charter: purpose, transparency, vision and proposed changes:
 - a. Sam - everyone joining the board to complete a sign-up form
 - b. Sandra - two 2-year board terms to be converted to a single 3-year term
 - i. 2 years may be too short a time to be on the board
 - c. Any other questions or proposed changes... ?
 - d. Major themes from 'listening tour' with board members (via Sam)
 - 1. Transparency: Are board members 'in the know' as much as they should/need to be?
 - a. Thought #1: The annual report is what serves the purpose of giving out a lot of the information
 - b. Thought #2: Staff don't always know what the AB would like to be involved in
 - c. Thought #3: Maybe as an AB, we are already in the know as much as we need to be?
 - i. Example: ABs do not normally participate in hiring decisions
 - 2. Purpose: What *exactly* does the board do?

Important to note: evolution of staffing in CPEP has resulted in the rise and fall of certain committees and overall change in the role of the AB

 - a. Issues: no clear/formal way of joining board, lack of clarity/structure/definition, lack of clarity in what each role is
 - b. Questions Raised/Ideas to fix
 - i. Should a brochure be given to each new board member?
 - ii. Should non board members be present at meetings?
 - iii. Should we have bi-annual 'super meetings' that include the broader CPEP community?
 - 1. everyone will come to celebrate the accomplishments of CPEP
 - iv. Should we have monthly standing meetings blocked off?
 - 1. Can be cancelled if no business needs to be discussed
- 3. Solutions Proposed
 - a. Motion to have regular meetings
 - i. PASSED
 - b. Motion to have monthly meetings times blocked off to be used if necessary (roughly 4 in a semester)
 - i. PASSED
 - c. Motion to have broader meetings w/ CPEP community
 - i. PASSED
 - d. Motion to increase board term to 3 years
 - i. PASSED

3. Calls for participation:
 - a. Rob needs a few people to join him in running a Mellon-funded convergence at Statler Hotel Oct. 7-9, 2016.
 - i. [Volunteers needed to help with logistics, general planning \(see Rob for more details\)](#)
 - b. Everyone who is capable should join the graduation ceremony Oct. 20, 2016.
 - i. Welcome Reception for family members
 1. Hilton Garden in Auburn
 2. Oct. 19, 2016
4. Discussion of CPEP meeting protocol (CPEP staff excused)
5. General discussion among board members