

CCPRO Business Meeting
February 27, 2008
CCPRO Winter Conference
Minutes

Present from the Executive Board:

Mark Puterbaugh, President
Kim Lawing, President-Elect
John Gossett, Past-president
Paul Earls, Webmaster
Dr. Kathy Matlock, NCCCS Presidents

Becky Mulligan, Treasurer
Kimberly Blue, Secretary
Lee Proctor, Central Region
Kelly Pipes, Western Region

President Mark Puterbaugh called the meeting to order at 9:00 AM and welcomed members to the meeting. He made the following general announcements/highlights:

A conference evaluation will be posted on the CCPRO website. An email will be sent out when the evaluation is posted. Please complete the evaluation as feedback is very important for conference planning.

Handouts from presenters will be posted on the CCPRO website. Presenters have been asked to send their handouts electronically so that Paul Earls can post them on the website. Handouts and the evaluation should be posted in approximately 2 weeks.

President Puterbaugh expressed his appreciation to vendors for their support and participation. He recognized *Think Education Solutions* as a gold member of the conference (\$1000 donation) and EMSI, Entrinsik, and SAS as silver members (\$500 donation).

President Puterbaugh highlighted two upcoming conferences of professional interest:

(1) IIPS conference in July which will be held in Charlotte. The IIPS Conference is more focused in the areas of technology, research and planning.

(2) On October 13-14, the NCCCS conference will be held at the Raleigh Convention Center located in downtown. CCPRO participants are encouraged to attend this conference which traditionally has been represented by instruction. This conference presents a good opportunity to link planning and research with instruction. If anyone from CCPRO is interested in presenting, Keith Brown said that a proposal must be submitted. It was suggested and agreed upon that having a SACS presenter at this conference, covering IE and assessment policies, would be most beneficial.

President Puterbaugh emphasized that building a track with the NCCCS conference, which is primarily supported by instruction, would be a good way to

promote collaboration between IE and curriculum. He suggested that CCPRO members look ahead at the 2010 NCCCS conference and find ways in which CCPRO can become involved. NCCCS holds their conferences every other year.

Locations for the CCPRO 2009 Winter Conference will be determined soon. President Puterbaugh asked members to make suggestions for this on the conference evaluation.

Peer Review System

President Puterbaugh asked members to revisit the peer review process that was once utilized by NCCCS colleges as a way to help peer colleges prepare for their SACS visit and reaccreditation process. The peer visit is voluntary and must be initiated by the college seeking review. The process involves a peer college that will review IE functions and make recommendations at another college. Larry Dendy made the suggestion to have the system resurrected because of the many advantages a college receives including the following:

1. IE colleagues conduct the review
2. Half of the time is spent with administrators which raises their awareness of the importance of IE functions.
3. The college receives an honest, external evaluation

Upon completion of the peer review, the Executive Committee of CCPRO issues the certification to the college. President Puterbaugh referred members to the CCPRO website for additional information and documentation on peer reviews.

NCCCS support

President Puterbaugh expressed his appreciation to Keith Brown and Betty Adams for their support and maintaining the performance measure system. NCCCS has been recognized as a national model of assessment and accountability that is focused on looking at student outcomes. Keith Brown added that North Carolina, in general, is moving toward a results-based budget and is looking to NCCCS as a model for this method. The state will require other agencies to follow the results-based model.

President Puterbaugh thanked Dr. Kathy Matlock, President of Southeastern Community College, for attending the CCPRO conference and for being the liaison between CCPRO and the system presidents. He also thanked the Executive Committee for their roles and support during the past year:

Dorie Richter, CCPRO historian
Paul Earls for maintaining the CCPRO website
Becky Mulligan as the treasurer
Kimberly Blue, Secretary
John Gossett, Past-President
Deborah Grimes, Eastern Region

Lee Proctor – Central Region
Kelly Pipes – Western Region
Dr. Kathy Matlock – Presidential liaison

President Puterbaugh also thanked Ken Martin from Carteret Community College. Ken maintains the CCPRO ListServ.

President Puterbaugh recognized the executive committee's member- at-large, Dr. Betty Adams, who serves as an invaluable resource to CCPRO.

In closing, President Puterbaugh gave special thanks and recognition to Kim Lawing, President-Elect who organized the Winter 2008 Conference and worked diligently behind the scenes and up front to make it a success. Mrs. Lawing has been of tremendous support this past year.

Election and Installation of 2008-09 CCPRO Officers

A motion was made, seconded, and passed to elect the following individuals to serve as the 2008-09 CCPRO Officers:

| | |
|-------------------------|----------------|
| President-Elect | Crystal Baird |
| Treasurer | Becky Mulligan |
| Secretary | Kimberly Blue |
| At-Large Director | Betty Adams |
| Western Region Director | David White |
| Central Region Director | Anne Hennis |
| Eastern Region Director | Deborah Grimes |

The following officers will also be serving on the 2008-09 CCPRO Executive Committee:

Kim Lawing, President
Mark Puterbaugh, Immediate Past-President

Ex-Officio Members serving are:

Presidential Liaison: Dr. Kathy Matlock (President, Southeastern Community College)
Historian: Dorie Richter
Webmaster: Paul Earls

Other business

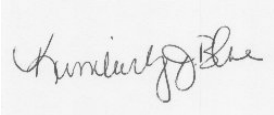
Matt Smith will be coordinating regional training in Datatel. He will work through the regional directors for training arrangements. He asked that CCPRO members send him specific questions/needs prior to training sessions so that he can be prepared to address

them. He also suggested that training attendants target the real needs/research at the colleges so that they have the opportunity to take back useful reports.

Newly elected CCPRO president, Kim Lawing, announced that she will be sending thank-you notes to the many vendors, coordinators, and facilitators who were involved with the Winter 2008 Conference. She expressed her gratitude for a successful conference and reminded CCPRO members to submit their evaluation of the conference (to be posted on the CCPRO website). She also urged members to contact her or Crystal Baird, President-Elect, with any suggestions for future conferences. She extended a final appreciation to members and participants for their support for CCPRO.

Meeting was adjourned 10:00 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kimberly Blue", is displayed within a light gray rectangular box.

Kimberly Blue
Research Associate, Sandhills Community College
Secretary, CCPRO