

CCPRO Executive Committee Meeting

December 6, 2007

NCCCS Office, Room 301-B

Minutes

Present:

Mark Puterbaugh, President	Davidson County Community College
Kim B. Lawing, President-Elect	Cape Fear Community College
Dr. John Gossett, Past President	Mayland Community College
Becky Mulligan, Treasurer	Wayne Community College
Kimberly Blue, Secretary	Sandhills Community College
Dr. Deborah Grimes, Eastern Region	Lenoir Community College
Lee Proctor, Central Region	Piedmont Community College
Kelly Pipes, Western Region	Wilkes Community College
Paul Earls, Webmaster	Central Piedmont Community College

Absent:

Dr. Betty Adams	NCCCS
Dorie Richter, Historian	Beaufort County Community College

Guest: Keith Brown, Associate VP Research and Planning Services, NCCCS

Mark Puterbaugh, President of CCPRO, called the meeting to order and expressed his appreciation to participants for attending.

Joint Conference with NCAIR and SCAIR Cancelled

President Puterbaugh stated that arrangements for CCPRO to have an April joint conference with NCAIR and SCAIR have ceased. Due to many unresolved matters and issues involving the hotel and the planning teams of NCAIR and SCAIR, he and President-Elect Kim Lawing decided it was in the best interest of CCPRO to withdraw its participation.

Mr. Puterbaugh has notified both organizations and the Renaissance Hotel in Asheville about the cancellation. CCPRO did not sign the contract, and Mr. Puterbaugh stressed to the committee that because of this the organization was not bound to the contract. In addition, he presented a detailed account to the committee of actions he and Ms. Lawing took on behalf of CCPRO's involvement in the proposed joint conference. He also provided a timeline describing planning and correspondence to and from NCAIR and SCAIR Executive Committee members and the Renaissance Hotel.

After much discussion and questions regarding details, the CCPRO Executive Committee concurred with President Puterbaugh's decision.

In lieu of a joint conference, NCAIR has asked for access to the CCPRO mailing list for mailing conference information and to encourage CCPRO members to attend. President Puterbaugh asked for the committee's opinion on this. The committee agreed to let Lee

Proctor receive NCAIR correspondence and to be the contact between NCAIR and CCPRO for requests.

2008 Winter Conference Planned at Little River Golf Resort

President-Elect Kim Lawing presented options to the committee for hosting a CCPRO Winter Conference. Committee members felt it was in the organization's best interest to hold the conference **February 25-27, 2008 at Little River Golf Resort in Carthage**. Little River is centrally located within the state which is convenient to most colleges. Participants were very pleased with the accommodations provided by the resort last year for the 2007 Winter Conference.

The committee suggested topics for the 2008 Winter Conference sessions:

1. NCCCS update
2. Query Builder training in Datatel
3. IE reports and the processes for generating
4. Data Warehouse: Data integrity and issues involving full-time and part-time indicators
5. ICR and other NCCCS reports
6. Strategic planning and assessment with Dr. Betty Adams
7. Accreditation, Substantive Change, and Assessment with Dr. Michael Johnson from SACS
8. IPEDS changes in ethnicity reporting with Keith Brown
9. Labor trends with Dr. James Johnson from UNC-Chapel Hill
10. National Student Clearinghouse – submitting forms and creating files
11. Vendor sessions – keep a limit on and use those vendors whose products are most utilized

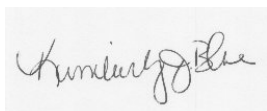
Kimberly Blue will contact Dr. Dempsey, President of Sandhills Community College, to give the welcome on February 25, 2008. She will also get a list together of restaurants and directions to give to Kim Lawing.

The committee agreed to charge a registration fee of \$100.00.

President Puterbaugh will broadcast a "Save-the-Date" to CCPRO members.

Paul Earls would like to get updates for the CCPRO directory and will send out an email soon to members.

The meeting was adjourned at 1:30 pm.



Respectfully submitted,
Kimberly Blue
Secretary, CCPRO Executive Committee