

June 30, 2000 Eastern Regional Meeting

**CCPRO Eastern Region Meeting
Wayne Community College
June 30, 2000**

Attendance:

The following CCPRO members attended the meeting:

Dorie Richter, Beaufort County CC	Judith Jones, Bladen CC	Lynne Bunch, College of the Albemarle
Diane Hartge, Craven CC	Susan Crepeau, Craven CC	Betty Wilson, Edgecombe CC
Susan Reynolds, Halifax CC	Evelyn Kientz, Halifax CC	Jimmy Tate, James Sprunt CC
Judy Williams, Johnston CC	Robert Bonner, Martin CC	Lynda Wilms, Pitt CC
Becky Mulligan, Wayne CC	Pat Perry, Wilson CC	

Greeting and Agenda Review:

Diane Hartge, eastern region director, introduced Dr. Ed Wilson, President of Wayne CC. Dr. Wilson welcomed the CCPRO members to the campus.

Diane Hartge reviewed the agenda for the meeting. She thanked Becky Mulligan, Planning and Research at Wayne CC, for making the arrangements for the meeting.

Eastern Region Roster:

As part of an effort to improve communications among CCPRO members, Diane Hartge prepared a roster of the CCPRO eastern region members. She asked the members present to check the information on the roster and make corrections as needed. Diane intends to send a copy to each college so eastern region members will have current information about their colleagues.

Peer Review Presentation:

Dr. Paul Nagy, Director of Institutional Research and Planning at Durham Technical CC, presented information on the peer review process entitled "Peer Review: Let's Get Started." Paul's presentation covered the topics of Final Report, Responsibilities (Executive Committee, Regional Level, Peer Team, and Host Institution). He then gave an example of an on-site visit, following the suggested 9 a.m. - 3 p.m. timeframe. The on-site visit will be one day in length, with the peer review team comprised of members of the eastern region (unless special arrangements are made with a member from another region). Each institution will choose its peer review team members. It was suggested that since this is a new process, one member of the team should have previous peer review experience.

Paul reviewed the following information about the eastern region: there are 24 institutions in the region. With that number, the peer review cycle would occur approximately every five years for an institution. Eastern region members may be asked to serve on a team every two to three years (assuming a one person planning office).

Other considerations in scheduling a peer review are: date of last peer review; schedule of SACS reaffirmation; longevity of college's chief planning officer; IE/IR issues facing a college; and an institution's willingness to be reviewed.

Paul reminded the members present that the guidelines for the peer review process, adopted by CCPRO on April 12, are on the CCPRO website.

Selection of Five Colleges for Peer Review in 2000-2001:

After Paul Nagy's presentation, Diane Hartge asked the members present if they were interested in having a peer review during the next academic year. The following colleges have expressed an interest in having a peer review in 2000-2001 (with tentative dates):

Carteret CC
Bladen CC
James Sprunt CC (Nov. 10)
Johnston CC (spring 2001)
Pitt CC (spring 2001)

Diane Hartge said she would contact the eastern region members and ask if any other colleges are interested in having a peer review in 2000-2001.

IIPS Conference:

Lynne Bunch, president-elect of CCPRO, gave an overview of the sessions for planners at the IIPS Conference which will be held at the Sheraton Imperial in July:

1. There will be a presentation about new software to be added. (This information may be more applicable to student records than planning and research.)
2. Regarding the SPSS training session, most of the members present expressed an interest in having a basic training session on the software.
3. Regarding the best practices session on survey methodology, if anyone would like to share information during the program, they should contact Dave White, Dave Slagle, or Betty Wilson.

Communication Survey:

In order to improve communications, both internal to CCPRO and external, Betty Wilson of Edgecombe CC created a survey for CCPRO members. However, since time was running short during the meeting, it was decided that Betty would conduct the survey at the CCPRO Roundtable session during the IIPS Conference.

Performance Measures and Standards and Performance Funding:

Diane Hartge gave everyone present a draft copy of the Performance Measures and Standards and Performance Funding that was sent to her by Keith Brown of the System Office. This draft copy provided current information and related to the June 22 e-mail from Keith regarding performance measures updates. Diane emphasized this information has not been approved by the State Board and is for information purposes only.

During the discussion, it was noted that several members had not received the June 22 e-mail from Keith and that at times messages sent by the System Office are not received by the colleges. This is a concern that will be brought up during the CCPRO Roundtable Session at IIPS.

Institutional Effectiveness Plan:

Diane Hartge gave the members a copy of the Guidelines for Institutional Effectiveness Plans that were developed in 1998. She mentioned that there are a lot of new planners and also planners with less than five years experience who might find more detailed instructions helpful. Judy Williams of Johnston CC said she would be glad to share the outline that her president, Dr. Reichard, developed for their IE plan.

Evelyn Kientz of Halifax CC reported that her college had undergone a SACS visit in the spring. The college did not receive any recommendations on Section III of the SACS Criteria. Congratulations!!

Adjournment:

Diane Hartge thanked the members for coming to today's meeting. She also thanked Paul Nagy for his peer review presentation and Becky Mulligan for the room arrangements and refreshments provided for the meeting.

The meeting adjourned at noon.