

August 5, 1998 Eastern Regional Meeting

PLACE: Cape Fear Community College

Topics of Discussion

A. Institutional Effectiveness Plans

1. Required Components
2. Duplicity of materials

B. Dorie Richter, president Elect, and members of the program committee extended an open invitation to those attending to meet with the Hilton representative in preparation for the CCPRO 1999 conference.

C. Following a dutch luncheon at the Hilton, the Hilton representative provided a tour of the facilities. the following was discussed:

1. Conference Dates: March 22, 23, 24
2. Tentative schedule
3. meals
4. Rooms
5. Function Rooms
6. Equipment needs