



**National Alliance of Concurrent Enrollment Partnerships
Fall Board Meeting Minutes
Tuesday, Oct. 25, 2011
Noon–2:25 p.m.
Mystic, CT**

Executive Board Members

President:	Lynn Burbank (University of Minnesota, Duluth)
Past President:	Ted Ungricht (Utah Valley University)
Vice President:	Sandra Gonzalez (Schenectady County Community College)
Treasurer:	Kent Scheffel (Lewis & Clark Community College)
Secretary:	Ginger Ramsden (University of Southern Indiana)
Member at Large:	Elena Samson (Finger Lakes Community College)

Committee Chairpersons and Representatives

Accreditation Committee:	Becky Carter (Indiana University)
Communications Committee:	Julie Williams (University of Minnesota, Twin Cities)
Governmental Relations Committee:	Jaelyn Dumond (University of Southern Indiana)
Membership Committee:	E.J. Anderson (Rio Salado College)
Research Committee:	Gillian Thorne (University of Connecticut)
4-year Private Postsecondary Institutions:	Dennis Waller (Northwest Nazarene University)
4-Year Public Postsecondary Institutions:	Fabiola Juarez-Coca (Boise State University)
2-Year Postsecondary Institutions:	Karl Madeo (Tompkins Cortland CC, NY)

Present: Lynn Burbank, Ted Ungricht, Sandra Gonzalez, Kent Scheffel, Elena Samson, Becky Carter, Julie Williams, Jaelyn Dumond, E.J. Anderson, Gillian Thorne, Dennis Waller, Fabiola Juarez-Coca, Karl Madeo.

Also attending: Adam Lowe, Executive Secretary (Ex Officio).

Absent: Ginger Ramsden- left immediately after conference to catch her flight.

- 1 President Lynn Burbank called the meeting to order at 12:02 p.m.

2 1. *Presentation from Duval County Public Schools and Florida State College at Jacksonville*
3 *Regarding Hosting 2013 Conference*

4 Guests, Monica Murr Florida State College at Jacksonville, Robie Cornelious, Duval County
5 Public Schools and Katrina Landa, Englewood High School, from the proposed 2013 host
6 city, Jacksonville, FL, met with the Board to discuss the opportunity to host the 2013 Fall
7 NACEP Conference. Information shared included:

- 8 • A printed proposal packet, filed separately from minutes;
- 9 • The desire to bring the conference to Florida to expose concurrent credit
10 providers/partners in FL to NACEP;
- 11 • A beach location will appeal to potential attendees and offers many options for hotel
12 accommodations; however, the suggested hotel location, the largest in Jacksonville
13 with best conference facilities, is thirty minutes from the beach;
- 14 • The conference reception can be held on one of the four FSC campuses located in
15 Jacksonville.

The guests were thanked for their proposal and asked to leave the meeting.

16 **Sandy Gonzalez moved to accept the Duval County Public Schools and Florida State**
17 **College at Jacksonville 2013 NACEP Conference host proposal; motion seconded,**
18 **unanimously approved.**

19
20 Ted Ungricht left the meeting during the Florida presentation, to catch a flight.

21 2. *Discussion: Debriefing the Conference*

22 The following comments were included in the debriefing of the 2011 fall conference:

- 23 • Offer pre-conference sessions the day before the conference begins, for a specific
24 audience, including more and longer roundtable discussions for accreditation
25 reviewers.
- 26 • Expand conference to two full days, including informal sessions for volunteer
27 accreditation coaches, introducing the standards, networking, etc.
- 28 • If conference is expanded to two days, the welcome reception could be scheduled the
29 evening before the first day's workshops.
- 30 • Attendees who leave the conference early are always a concern.
- 31 • Not offering lunch on Sunday worked alright, as lots of snacks were provided.
- 32 • Offer more sessions in each block, with fewer blocks in future years?
- 33 • Offer evening sessions with afternoon breaks?
- 34 • Offer the option to attend conference with no meals provided, to lower registration
35 cost?
- 36 • Some of the visual presentations (PowerPoint) were low-quality. Perhaps the
37 committee should set guidelines for visual presentations, or request previewing the
38 presentations.
- 39 • Presenters were inconsistent with their definitions of concurrent enrollment, creating
40 confusion.
- 41 • The smaller hotel offered workshop rooms close to one another, making for easy
42 transitions between sessions.

- 43 • People who couldn't stay at the hotel didn't feel a part of the conference and weren't
44 pleased that the shuttle service was offered only early and late in the day.
45 • The Board thought the entire hotel was reserved for NACEP, but it wasn't.
46 • It is too late to make any major scheduling changes for Seattle, but Sandy Gonzalez
47 will take ideas and suggestions into consideration when planning the 2013
48 conference.
49 • More thought should go into the annual business meeting presentations by Board
50 members, so that the work of the Board is better shared with the membership.
51 Brevity could be misinterpreted as secretiveness. The Board wants its work to be
52 transparent whenever possible.
53 • Lynn will ask her student workers to compile all of the workshop evaluations so that
54 the information can be shared with the presenters.
55 • The Board formally thanked Jen Griffin and Susan Dombrowski for their service and
56 work on the conference, as overall, the conference was very successful.

57 E.J. Anderson left the meeting for the airport at 1:40 p.m. Kent Scheffel and Becky Carter left the
58 meeting at 2:12 p.m.

59 The remaining group briefly discussed potential collaborations in 2012, with the specific mention
60 of:

- 61 • AVID (Advancement Via Individual Determination. Mission is to close the achievement gap
62 by preparing all students for college readiness and success in a global society.)
63 • Trio (Federal outreach and student services programs designed to identify and provide
64 services for individuals from disadvantaged backgrounds.)
 • Gear-Up (Gaining Early Awareness and Readiness for Undergraduate Programs. GEAR UP
 offers state and partnership grants.)

65 If board members wish to present at conferences affiliated with these or other potential partners,
66 they should inform Adam.

67 Jill reviewed her tasks for revising the surveys, noting she will convert the current characteristics
68 survey into a reporting device by January, 2012. Fabiola mentioned that before leaving the
69 meeting, Ted Ungricht expressed an interest assisting Jill with the survey revisions. Jill also stressed
70 that establishing partnerships with people who can assist with research should be a Board priority,
71 and that the Board might wish to consider revising the research committee goals, as suggested in her
72 committee report.

73 **Karl motioned the meeting adjourn; motion seconded and approved.**

74 The meeting adjourned at 2:25 p.m.

75 Respectively Submitted,
76 Ginger Ramsden

77 Note: Jaclyn Dumond recorded and took notes during the meeting, in Ginger's absence.