



CCPRO Executive Committee Meeting
Minutes
April 30, 2020

Meeting began at 2:35 PM

Members present: Elizabeth Davis, Laura Bowen, Maureen Green, Meghan Nevil, David Onder, Anne Oxenreider, Chihoko Terry, Andrew Walker, and Michael Cobb

Absent: Meghan Nevil

Check-in:

- Anne asked how things were going at respective colleges, as well as at home with family and pets, and invited committee members to share. Ann told the group about her move to AB Tech.

Old Business

Summer Regional Meetings:

- Eastern Region: Maureen reminded the group that the Eastern Region had already cancelled their summer meeting.
- Western Region: Laura wondered about cancelling the regional meeting in light of travel restrictions, and having not returned to campus yet. She would still like to share the resources she had planned to share at the meeting with the members and asked what others thought.
- Central Region: Elizabeth – thinking the same. There will not be a summer regional meeting in the east either.

David reminded the group of the travel restrictions that are still in effect, which would make “face to face” gatherings problematic. The idea of three web-based meetings was suggested. Laura stated that she would send out what they were going to do in regard the resources she had planned to share to her region, and preferred not to try a web-based meeting to her region. Elizabeth said that members have a great deal to juggle with working at home, taking care of their children, helping with homework, and other non-work related matters.

Annual Meeting:

Anne informed the groups that someone at Koury Center had been contacting Meghan trying to get us to sign a contract. Maureen stated that she has been hearing that fall may be worse but that she remained hopeful. Elizabeth wondered if we should plan for next summer. David was more optimistic. It was suggested that we could possibly hold the annual meeting at a community college. There would be no contract, and it could easily be cancelled if the state still had travel and meeting restrictions in place. We could plan many of the parts of the annual



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meeting and make a final decision more last minute, depending on what is going on. Chihoko stated that Guilford TCC has a conference center. It is relatively new and holds about 200 people. Someone stated that an online conference for this fall may be the better option. Laura stated that as much, as she did not like the idea of not having summer or fall meetings. We need to wait to make a decision.

Belk Center/NC State:

Anne informed the group about the COVID-Response survey; 20 of the 58 colleges agreed to participate. The survey is asking faculty and staff if they were receiving enough support in response to the pandemic in completing the work of their respective colleges.

Anne open the discussion of a previous topic: the Belk Center offering an online opportunity for IE, like what was offered at a recent Presidents' meeting. After explaining some of the particular for such a professional development, Anne asked what people's thoughts were. Elizabeth said that she is opening to learning the information from the professional development, but she was unsure if she had time to help with the planning of such an event. David was willing to attend, but his other obligations would not allow him to help with the planning. Michael was willing to help with the planning. David suggested that we asked the general membership. There would likely be other members willing to help. Laura and Maureen also stated they had time to help. Chihoko stated that she can post it on website.

Anne opened the discussion of another previous topic: when someone searches for CCPRO on the Internet. (When searching one does not get our website.) Anne thinks that the issue has to do with the "smart logic" contained within our webpage. Anne and Chihoko will work on identifying and rectifying the issue.

After a query, Dave stated that he will continue his work on the Google app. Anne stated that since funds are no longer tied up with the conference that funds could be allocated. Anne reminded Dave that there is no timeline for when the project needed to be completed, and she said that we are all willing to be his Guinea pigs in completing the project.

New Business

Annual Meeting:

Dave brought up a concern that he experienced in another group to which he belongs, needing to change the By-Laws. Dave stated that officers serve from winter meeting to winter meeting. However, how will this happen if we do not physically meet? Do we need to change the By-Laws, to be able to vote, transition, and hold an annual meetings through a virtual meeting format? They do not specifically state that it cannot be done virtually.



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In review, Anne stated we have small group working on the Belk Center professional development, must have some type annual meeting. Maureen and Michael agreed to join Anne for a call with the Belk Center representatives.

Anne asked us to consider being aware of and contacting people in our membership that are lonely or isolated.

Andrew gave a short summary of information for an upcoming data governance meeting.

Meeting ended at 3:40 PM.

Next Meeting in May to be determined