



Newsletter

Volume 20
Number 29

December, 2010
Keith Stiles, Editor

President's Corner

December, 2010

Dear NCAIR Colleagues,

I hope you are having an excellent fall, and that your census data collections, assessments, and first IPEDS reports for the year went well. I enjoyed seeing many of you in July at our NCAIR Drive-In Conference at SAS® in Cary. This was a big hit for those that attended. If you were not able to attend, we missed you and hope you can attend the annual conference coming up in April.

Carol Carrere, this year's Program Chair, is busily planning for the 2011 conference, which will be held in Boone. The location is, of course, why our conference is being held a little later than usual. Those of you who attended the Boone conference in 2006 may remember the lovely snow we had each day. Hopefully this time the snow will be long gone, and we will see the early signs of spring instead! More details about the 2011 conference, along with the call for participation, are included in this newsletter.

Please send in a proposal for our conference program this year. The NCAIR annual conference is one of the best in terms of the information we share: our studies, SACS knowledge, institutional effectiveness examples and studies, tips-and-tricks, the list goes on. In recent years other states have not had the ability to hold annual IR or IE conferences, so we are privileged to have a strong organization that has sustained through good and lean years.

Remember the Travel Grant program. There are details and an application form included in this newsletter as well.

Best wishes for a continued successful fall.

Sincerely,
Heather Langdon
NCAIR President

From the Program Chair

Carol Carrere

2011 NCAIR Conference

Broyhill Inn & Conference Center

April 4-6, 2011, Boone, NC

[IR]ⁿ

What's UR Power?

*What power does your IR office generate for your institution's decision-making processes?
Want to ramp it up a notch or two? Learn tips and tricks on sustaining new levels?*

Get excited about our upcoming 38th annual NCAIR conference in beautiful Boone, NC!

After the Monday, April 4th IPEDS workshop on *Benchmarking and Supporting Decision Making*, which NCAIR is co-sponsoring and which will be held at the conference hotel site (*more information coming soon!*) we will kick-off our conference that evening. We will have Dr. T. J. Arant, Executive Vice President of Mount Olive College, as our keynote speaker on the theme of this year's conference: *Generating Sustainable Institutional 'Power'*.

Tuesday will be a full day of sessions offered by a variety of top professionals in our field. *Who are those "top professionals,"* you ask? *You, of course!* You provide professional development opportunities for your colleagues through your presentations, **so submit your proposal(s) today.**

The **Call for Participation** and **Proposal Cover** form are provided in this newsletter, so get busy!

Proposal deadline: January 15, 2011

Regarding conference **registration**, the price is still only \$125, which includes several meals. The hotel rooms are only \$75/per night including tax.

We will take registration any time from now until the conference. Checks should be made out to NCAIR and should be accompanied by the preliminary conference registration form included in this newsletter.

Send your conference registration and fee to:

Laverne Macon, NCAIR Treasurer
Livingstone College
701 West Monroe Street
Salisbury, NC 28144
Imacon@livingstone.edu

You may also go ahead and **book your rooms directly** with the Broyhill Inn & Conference Center in Boone, NC. The toll free phone number is: (800) 951-6048. Be sure to indicate you are with the NCAIR Conference to receive the conference rate (the hotel will let you use the conference rate if you decide to stay there on days just before or after the conference as well). View pictures and learn more by visiting: <http://www.broyhillinn.com>.

Looking forward to seeing *you* in April in Boone!

Carol Carrere

2011 NCAIR Program Chair

2011 NCAIR Conference
Broyhill Inn & Conference Center
April 4-6, 2011, Boone, NC

Theme:

[IR]ⁿ

What's UR Power?

What power does your IR office generate for your institution's decision-making processes?

- *Want to ramp it up a notch or two?*
- *Learn tips and tricks on sustaining new levels?*

CALL FOR PARTICIPATION

R U a top professional in our field? Want to 'generate some Power' with others?

To Submit a Proposal:

Complete the **Proposal Cover Page** (see next page) which is also available at the NCAIR website (www.ncair.net) in case you would like to complete this as a *Word Document*. Or you may prepare an equivalent document containing all information specified on the form.

Prepare a **Presentation Abstract** of 100 words or less that will be included in the conference program for accepted proposals. Please include the session title as it would appear in the program. DO NOT INCLUDE PRESENTER NAMES OR INSTITUTIONS IN THE ABSTRACT. If you wish to explain in greater detail, please include a separate Narrative. All proposals should include (as applicable): the objective, purpose, key points, issues, results and/or conclusions, methodologies, target audience and who was/is involved.

Email the **Proposal Cover Sheet** and **Presentation Abstract** (and Narrative if applicable)

To: ccarrere@moc.edu

Subject line: 2011 NCAIR Proposal <your name here>

Panels (45 minutes)

Panel presentations involve three or four persons who present different perspectives on a common theme or topic. The proposal should describe the common theme/topic and the major points of discussion. The proposal should also describe how each panelist contributes a different perspective to the session.

Papers (45 minutes)

Papers should describe a research study or an effective process or technique (quantitative or qualitative), present a theoretical approach to a problem or issue, or review the literature on a topic of interest to institutional researchers.

Software Demonstrations (45 minutes)

Presentations should demonstrate software packages or programming solutions that are applicable to the work of institutional researchers. The proposal should describe the relative strengths, weaknesses, and special features of the product or solution. The presenter should also discuss the hardware required for the software/solution.

Work Shares (45 minutes)

Work Shares should describe a research study or an effective process or technique (quantitative or qualitative), or present a theoretical approach to a problem or issue. No official paper is expected at the time of the presentation, though the presenter(s) should have copies of relevant materials to distribute.

Workshops (Up to 3 hours)

Workshops provide the opportunity for in-depth discussion and instruction on a single topic. Demonstrations, exercises, group activities, and other methods of experiential learning are appropriate and desirable. Proposals should outline the specific objectives of the

workshop, the intended audience (novice or experienced researchers, prerequisite knowledge/skills, etc.), the instructional techniques, and the qualifications of the instructor(s). Proposals also must include the minimum and maximum number of participants allowed. Workshops will occur Tuesday April 5, 2011. We can make a computer lab available courtesy ASU (down the hill from the Inn). You may, alternatively, request that attendees bring a laptop for hands-on work and conduct your workshop in one of our Broyhill Inn session rooms.

2011 NCAIR CONFERENCE PROPOSAL COVER PAGE

Deadline: January 15, 2011

TITLE OF SESSION:

PRESENTER(S)	Primary Presenter:	Additional Presenter:
Name		
Position		
Institution		
Mailing Address		
Telephone Number		
Fax Number		
E-mail address		

If there are additional presenters, please give their information in this space:

SUGGESTED SESSION TRACK:

- Assessment
- Accreditation/Compliance
- Institutional Research
- Planning
- Technology

TYPE OF SESSION PROPOSED:

- Paper
- Demonstration
- Panel
- Work Share

- Workshop
(3 hours or give other time-frame
_____)

EQUIPMENT/TECHNOLOGY NEEDS:

All presenters must provide their own laptop computer for their presentation. Wireless internet is available in the session rooms. Presenters can request the following equipment:

- computer projector
- overhead projector
- other (*please list below*)

Contest:

2011 NCAIR Conference

Broyhill Inn & Conference Center

April 4-6, 2011, Boone, NC

What's UR [IR]ⁿ?

What power does your IR office generate for your institution's decision-making processes?

Winning entry receives a \$100 gas card and gets to see their entry translated onto our 2011 Conference paraphernalia, e.g., shirts, posters, huggers, etc.

Example:

[IR]³ Power:

IR ...IR

IR ...an Information Repository

IR ... < fill in more statements with key I and R words >

Submit your entries to: ccarrere@moc.edu

Deadline for submissions: **February 15, 2011**

**NCAIR 2011 REGISTRATION FORM
2011 NCAIR CONFERENCE – April 4-6, 2011
Broyhill Inn & Conference Center, Boone, NC**

Name:	Badge Name:
Title:	Institution:
Address:	City, State, Zip
Telephone:	Email:
Vegetarian? Yes No	

Is this your first conference (Y or N)?	
Year of the first NCAIR conference you attended:	

Fees	Postmarked By February 16	Postmarked After February 16	Amount Due
NCAIR Registration Fee	\$125	\$135	

I would be willing to serve as a facilitator.	Y or N
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Refund Policy:

If refund is requested Thirty days (30) days prior to 1st day of Conference, refunded amount is registration fee minus membership fee.

If refund is requested 14 -29 days prior to 1st day of Conference, refunded amount is ½ half of registration fee.

If refund is requested less than 14 days prior to 1st day of Conference, no money will be refunded.

Extraordinary circumstances outside of the above parameters will be reviewed by the Executive Board.

Checks are payable to NCAIR (Tax ID 561-56-2055). Send conference registration form and fee to: Laverne Macon, Livingstone College, Salisbury, NC 28144.

If you have any questions, please contact Laverne Macon, Treasurer, at lmacon@livingstone.edu or Carol Carrere, Program Chair, ccarrere@moc.edu (919) 922-2951

NCAIR 2011 TRAVEL GRANT REQUEST FORM

Name:

Institution:

Amount Requested (Maximum of \$200):

Please describe the financial need and the financial support, if any, available from your institution.

How will receiving this grant contribute to your professional development, particularly with regard to current and future activity in NCAIR?

Please attach a brief resume/curriculum vita to this form and mail, fax, or e-mail to the NCAIR Travel Grant Committee Chair named below on or before the date noted for the conference you plan to attend:

February 5, 2011 (NCAIR Conference in Boone, NC)

September 1, 2011 (SAIR-presenters only)

NCAIR Travel Grant Committee
ATTN: Ivan Walker
Director of Institutional Research
Fayetteville State University
1200 Murchison Road
Fayetteville, NC 28301
Office: 910-672-1811
Fax: 910-672-2408
iwalker@uncfsu.edu

For more information about NCAIR Travel Grants, go to:

http://www.ncair.net/documents/Travel_Grants_Policy.pdf