



Newsletter	Volume 16 Number 1	November 1999 Cynthia Pennell, Editor
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Climbing the Millennium Mountain:

Continuing the Quest for Quality

Now is the time to record the dates for the annual NCAIR conference on your 2000 calendars. The conference will be held Monday, March 20 through Wednesday, March 22, 2000 at the Great Smokies Holiday Inn SunSpree Resort in Asheville, North Carolina. The theme of this year's conference is "Climbing the Millennium Mountain: Continuing the Quest for Quality." A conference registration form will be included in the next issue of the newsletter. Hotel reservations may be made by calling 1(800) 733-3211 or 1(800) 465-4329. The hotel rate is \$82.00 per night if reservations are made prior to February 19th, so please be sure to make your reservations as soon as possible. Great things are happening in NCAIR. Be a part of history as we begin the 21st Century.

2000 Conference Program Committee:

- Thomas Coaxum, Chair Winston-Salem State University
- Jeremy Fisher, Lenoir-Rhyne College
- Ross Griffith, Wake Forest University
- Lily Hwang, Central Piedmont Community College
- Nannette Manning, University of North Carolina at Wilmington
- Tom Mustillo, Durham Technical Community College
- Nerissa Rivera, Duke University
- Rachel Ruth, Guilford Technical Community College
- Kendrick Tatum, Duke University

To find out more about the Great Smokies SunSpree Resort access their website at www.sunspree.com.

Call for Proposals

Climbing the Millennium Mountain: Continuing the Quest for Quality

**March 20-22, 2000
Asheville, NC**

The North Carolina Association for Institutional Research (NCAIR) invites your participation in the 2000 Conference at the Great Smokies Holiday Inn SunSpree Resort in Asheville, North Carolina. The conference, held from March 20 to March 22, will provide a unique opportunity to share ideas with your colleagues through workshops, panels, round table discussions, and software demonstrations related to institutional research. The Program Committee will consider all proposals submitted for presentation. Proposals must be postmarked by January 7, 2000.

Presentation Formats and Proposal Instructions:

Proposals examining issues of institutional research, planning, budgeting, policy analysis, assessment, evaluation, institutional effectiveness, and all related topics are welcome. Three copies of the proposal, including a Proposal Cover Page, and an abstract are required. An IBM-compatible diskette copy of the proposal and abstract in MS Word is requested.

1. Please limit the body of the proposal to 3 typed double spaced pages and it should cover the following:
 - a. significance or timeliness of the topic;
 - b. historical, theoretical/conceptual framework;
 - c. method of inquiry;
 - d. analytical method and;
 - e. intended audience.
2. An abstract of no more than 100 words is required. Most abstracts will appear verbatim in the program.
3. No reference to the authors or their institutions should appear in the body of the proposal.
4. Proposals should be postmarked no later than January 7, 2000. Please send your proposal to:

Nerissa Rivera
Duke University
Box 90397
Durham, NC 27708

5. Please note any special equipment you may need for your presentation. An overhead projector and screen will be provided for each session.

Panels: 90 min.

A number of panelists (3-5) present their particular perspective on a common theme or issue. The proposal should state who the participants are and what important points they will contribute to the session and the development of the topic.

Papers: 45 min.

Paper should describe results of research studies, policy studies, effective IR techniques, or processes. They can also present theoretical approaches to problems or issues or provide a literature review on a particular topic of interest to institutional research professionals.

Software demonstrations: 45 min.

If your office or staff have developed or modified a software solution, please come share it with your IR colleagues. The proposal should describe the intended use of the software as well as outline its relative strengths and or weaknesses as well as any special features it may have. A description of the hardware requirements should also be included. Any special needs for this type of demonstration at the conference should also be explicitly stated.

Workshops: 3 or 6 hours

These workshops should provide opportunities for members to develop new skills or knowledge or refresh them. Demonstrations, exercises and other forms of hands on learning are desirable and encouraged. Proposals should include a description of the topic, the intended objectives of the workshop, the intended audience (novice or experienced researchers, and any prerequisite skills/knowledge needed). Also list minimum/maximum of participants for the conference as well as the anticipated cost of the workshop. The workshops will be conducted on Sunday, March 19.

Special Interest Groups (SIGs) 45 min.

SIGs are important opportunities for discussion of issues and topics of importance to the various constituent groups in the Association. A formal proposal is not required but to reserve space, a Proposal Cover Page must be sent to:

Nerissa Rivera
Undergraduate Financial Aid Office
Duke University
Box 90397
Durham, NC 27708

Facilitators:

Session facilitators serve a vital role in the success of the conference. Whether you are a first time attendee or a veteran, please consider volunteering for this very important task. If you are interested in serving as a facilitator please complete the name and address portion of the Proposal Cover Page and send a copy to:

Jeremy Fisher

Director of Institutional Research

Lenoir-Rhyne College

P.O. Box 7288

Hickory, NC 28603

You can also email the information to Jeremy at the following email address:

fisherj@lrc.edu.

President's Corner

David Smathers

Professional Organizations:

An Opportunity To Learn

As institutional researchers, we all have many demands placed upon us by our respective institutions. However, with the many demands comes a need for additional knowledge. Institutional researchers come from a variety of disciplines including math, English, business, social sciences, education, and others. The research backgrounds of the members often times are limited to the research they conducted during their master's thesis or doctoral dissertation. Through the involvement in professional associations such as NCAIR, researchers can hone their skills and open up a network for communicating with their colleagues.

Annual conferences enable members to find out about various projects from other members who have already done one. For example, at last year's NCAIR conference, many of our members learned about how to conduct Web-based surveys. Because the presentation was conducted by colleagues, members were not at the mercy of a software salesman or someone else to tell them about the best product to use or method to get at the results.

Professional organizations such as NCAIR thrive because of their members. Without members, there would be no organization, no conference, and the network would be weakened. This year, we need your help. Many of our North Carolina colleges and universities do not have representative membership in NCAIR. Contact your colleagues in institutional research offices throughout the state and urge them to join our organization and come to our conference.

Pass this newsletter on to others on your respective campuses that could benefit from membership in NCAIR and urge them to join. A **membership application** is provided on this Web site.

Proposal Cover Page

Climbing the Millennium Mountain

2000 NCAIR Conference
Asheville, North Carolina

Proposal Deadline: Postmarked by January 7, 2000

Title of Presentation: _____

Format: (Check one and complete other information where applicable.)

Panel Paper Roundtable Special Interest Software
Group Demonstration

Workshop

Number of Participants _____ Minimum _____ Maximum _____

Estimated Cost per Participant \$ _____ Intended Audience (Check Applicable):

Novice Intermed/Advanced

Primary Contact: (if you wish to be a facilitator, complete this section only.)

Name: _____

Title/Office: _____

Institution: _____

Office Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____ Email: _____

Co Presenters: (List names, titles, institutions and addresses of any other authors/presenters/ panelists participating in the session.)

Please attach 3 copies of your Proposal Cover Page, Proposal, Abstract and the IBM compatible diskette copy of your proposal and send to:

Nerissa Rivera
Undergraduate Financial Aid
Duke University
Box 90397
Durham, NC 27708

Proposal must be postmarked by January 7, 2000!!

NCAIR/SCAIR Hold Successful Joint Conference

NCAIR and its sister organization across the border held their third conference in Myrtle Beach February 22-24, 1999. It was a success from all perspectives. The conference had strong presentations and offered attendees from the two states an opportunity to network and enjoy out-of-conference activities together.

As in other typical NCAIR conferences, the hospitality suite was a favorite meeting place, but the evening excursion to "Dueling Pianos" was the social highlight of the conference. However, at this conference, we both played and worked hard.

A pre-conference SAS workshop opened the conference and was well received. Another workshop on Web-Based Surveys also was well-attended and received.

A highlight was the first general session, a keynote presentation by Dr. Richard Skinner, President of Clayton College and State University in Morrow, GA, on the college's Information Technology Plan (ITP). The presentation focused on how the college is responding to the advances in technology and making the transition from chalk and board to computers in the classroom. Conference attendees rated this presentation highly and had a number of questions for Dr. Skinner after the presentation.

Conference-goers rated the presentations as being relevant and 99 percent were satisfied with the quality. In addition, the hotel, meeting facilities, and Myrtle Beach as a conference site also were highly rated. The evaluation also asked attendees to suggest a site for the 2000 conference. The majority picked Asheville, NC.

The 2000 Conference Committee will use all the feedback from the Myrtle Beach conference to make the 2000 conference the best ever. Hats off to our colleagues from SCAIR who worked equally as hard to ensure a good conference.

Nominations for 2000-2001 Executive Committee

The NCAIR nominating committee (Paul Nagy, chair; Ross Griffith; Don Reichard) has submitted nominations for members of the 2000-2001 Executive Committee. A mail-in voting ballot will be included in the next newsletter. Ballots will also be available at the registration desk during the annual conference. Election results will be announced during the business meeting of the conference.

The following individuals will continue to serve on the Executive Committee in 2000-2001:

- President, Thomas Coaxum
- Immediate Past President, David Smathers
- Member-at-Large, Any Institution, Terri Manning
- Member-at-Large, Private Institutions, Nerissa Rivera

The nominations for new members of the Executive Committee are the following:

Candidate for President-Elect, Nerissa Rivera

- Education: M.P.A., University of North Carolina at Chapel Hill, 1991; A.B. Bryn Mawr College, 1983.
- Experience: Assistant Director, Undergraduate Financial Aid Office, Duke University, 1996 – Present; Research Associate, Office of Institutional Research, UNC-Chapel Hill, 1991-1996.
- Professional Affiliations: NCAIR Member-at-Large, Private Institutions (two terms) since 1997-98 and 1996-97 Program Committee; SAIR, 1998-99 Nominating Committee; AIR.

In the event that Ms. Rivera is elected as president-elect at the March 2000 conference, the Executive Committee will appoint a member to complete her term as Member-at-Large, Private Institutions (NCAIR Constitution, Article V, Section 3, Vacancies).

Candidate for Secretary, Jeremy Fisher (second term)

- Education: Ph.D., Educational Psychology, Auburn University; M.Phil., Christian Philosophy, Institute for Christian Studies, Toronto; B.A., Philosophy and Theology, Lenoir-Rhyne College.
- Experience: Director of Institutional Research, Lenoir-Rhyne College, 1999 – Present; Director of Institutional Research, Planning, and Effectiveness, Catawba Valley Community College; Adjunct Faculty, Lenoir-Rhyne College; Consultant/Trainer, Sequitur Corporation, Atlanta, GA; Researcher for Assessment and Quality Improvement, Office of the Provost, Auburn University.
- Professional Affiliations: NCAIR Secretary, 1999-2000 and 1998-99 Program Committee; SAIR; AIR; Society of College and University Planners (SCUP); National Council for Research and Planning.

Candidate for Treasurer, Sarah Carrigan (second term)

- Education: : Ph.D., Higher Education, University of Kentucky, 1995; M.S., College Student Personnel, Indiana State University, 1987; B.A., Psychology, DePauw University, 1985.
- Experience: Analyst, Office of Institutional Research, UNC-Greensboro, 1998 – Present; Coordinator, Institutional Studies, Auburn University at Montgomery; Post-Doc. Research Associate, Auburn University, main campus; Director of the Appalachian College Assessment Consortium, Lexington, Kentucky; Director of Residence Life, Midway College, Kentucky.
- Professional Affiliations: NCAIR Treasurer, 1999-2000 and 1998-99 Program Committee; SAIR; AIR.

Candidate for Member-at-Large, Community Colleges, Mark Puterbaugh

- Education: M.Ed., Educational Research Methodology, UNC-Greensboro, 1994; B.A., Psychology and Political Science, 1980.
- Experience: Coordinator of Institutional Research Services, Davidson County Community College, 1993 – Present; Graduate Research Assistant, UNC-Greensboro; Associate Director of Admissions, Greensboro College; Admissions Counselor, Palm Beach Atlantic College, West Palm Beach, FL; Data Entry/Computer Operations Specialist, Electric Supply and Equipment Company, Greensboro, NC; Underwriter, Prudential Property and Casualty Company, Atlanta, GA.
- Professional Affiliations: NCAIR; Community College Planning and Research Organization (CCPRO).

Candidate for Member-at-Large, Public Institutions, Paul Voigt

- Education: M.S. Economics, North Carolina State University, 1996; B.S. Business Management, UNC-Wilmington, 1988.
- Experience: Planning and Institutional Research Analyst, Western Carolina University, 1998 – Present; Market Research Consultant, Johnston, Zabor and Associates, Research Triangle Park; Research Associate, N.C. Cooperative Extension Service, N.C. State University.
- Professional Affiliations: NCAIR.

1999-2000 Executive Committee

- President: David Smathers
Rockingham Community College
- Immediate Past President: Paul Nagy
Durham Technical Community College
- President Elect: Thomas Coaxum
Winston-Salem State University
- Secretary: Jeremy Fisher
Lenoir-Rhyne College
- Treasurer: Sarah Carrigan
University of North Carolina at
Greensboro
- Member-at-Large, Community Colleges: Karen Noel
Isothermal Community College
- Member-at-Large, Private Institutions: Nerissa Rivera
Duke University
- Member-at-Large, Public Institutions: Nancy Lee
Elizabeth City State University
- Member-at-Large, Any Institution: Terri Manning
Central Piedmont Community College
- Membership Chair: Kay Geisen
Central Carolina Community College
- Newsletter Editor: Cynthia Pennell
Greensboro College

Application for Membership

New membership: Renewal Membership:

Name: _____

Position: _____

Institution: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Fax: _____

Email: _____

Courier: _____

Make check for \$15.00 payable to NCAIR and mail application and check to:

Sarah Carrigan
UNC-Greensboro
P.O. Box 26170, Institutional Research
Greensboro, NC 27402

Encourage a colleague to join NCAIR.