



North Carolina Association for Institutional Research

Newsletter

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Carol Gosselin, Editor

Annual Conference Update

Dear Colleagues,

With the entrenched budget shortfall for North Carolina, and trying to keep the cost of the 30th annual conference to an affordable fee, Elon University has been chosen as the conference site. This location is centrally located and, due to the free facilities and reduced catering costs, it allows for a conference fee of just \$45 – less than half the cost of last year’s conference fee of \$95. Conference dates are March 26th and March 27th (Wednesday and Thursday). The theme for this conference is “30 Years Later, Doing More with Less.”

The Burlington Courtyard by Marriott (take I40/I85 to exit #141 north) has blocked a number of rooms for NCAIR and will be the location of the 30th Birthday Celebration reception. Room rates are \$67 plus tax. Ask for the NCAIR Block to receive this special rate. Call (336) 585-1888 or 1-800-321-2211 for reservations. We will have a catered celebration, a cash bar, and, of course, the hospitality suite! There are plenty of restaurants in the local vicinity.

Please remember, we learn from each other. Presenting your experiences helps to provide insight for your colleagues. So, please submit a paper or panel session proposal for the conference. To submit your proposal, please go to:

http://ire.uncg.edu/pages/NCAIR/asp/NCAIR_03_proposal.htm

More on presentation formats and proposal instructions follows the conference tentative schedule.

The January Newsletter will contain a preliminary program and information about our keynote speaker. If you have any questions about the conference, please contact me.

Robert Springer
2003 Program Chair
springer@elon.edu
336-278-6644

Conference Tentative Schedule

Wednesday, March 26th

10:00- 4:30	Registration
11:00-12:00	Workshop(s)
12:15- 1:45	Lunch and Keynote Speaker
2:00 - 2:45	Concurrent Sessions #1
3:00 - 3:45	Concurrent Sessions #2
4:00 - 4:45	Concurrent Sessions #3
5:30 - 7:00	30 th Birthday Celebration reception at the Burlington Courtyard
7:30 -	Dinner on-your-own

Thursday, March 27th

8:00- 10:00	Registration
8:30- 10:00	Breakfast, awards, NCAIR Business Meeting, SIGs
10:15- 11:00	Concurrent Sessions #4
11:15- 12:00	Concurrent Sessions #5
12:15- 1:00	Executive Committee Meeting

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.

The proposal, no more than three typed, double-spaced pages, about 500 words, should cover the following:

- Significance or timeliness of the topic;
- Historical, theoretical/conceptual framework;
- Method of inquiry;
- Analytical method and;
- Intended audience.

An abstract of no more than 100 words is required. Most abstracts will appear verbatim in the conference program.

No reference to the authors or their institutions should appear in the body of the proposal. Proposals should be postmarked no later than December 13, 2002.

If you are not submitting your proposal through the web form at http://ire.uncg.edu/pages/NCAIR/asp/NCAIR_03_proposal.htm, then send your proposal to:

Robert Springer
Elon University
Box 2309
Elon College, NC 27244

Proposals can be emailed to springer@elon.edu.

Each presentation room will have a projector, laptop, data projector, and screen. We understand that software issues can be a problem for some presenters. Rob Springer is checking into MACs and if equipment can be provided for those computers. Please let Rob know if you have any additional equipment needs.

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: 1 hour

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.

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.

Summer Drive-In Conference - A Recap

NCAIR hosted a summer drive-in conference on July 24th, 2002, at Elon University. The one-day event had presenters John Hayek from the National Survey of Student Engagement (NSSE) and Judith Ouimet from the Community College Survey of Student Engagement (CCSSE). Approximately 30 people attended. Rob Springer led attendees to several lunch establishments within walking distance of campus and participants enjoyed a good learning and social experience. Thanks to Rob for coordinating this event.

Announcing the NCAIR Travel Grant Program

The North Carolina Association for Institutional Research (NCAIR) is implementing a pilot travel grant program to assist members with attending the annual conference.

Purpose: To promote professional development among institutional research professionals that work in institutions and organizations associated with NCAIR.

Eligibility: Travel grants are available to both active members and newcomers (individuals who will become new members of NCAIR at the next annual conference). Upon review of the applications by the Travel Grant Committee, a recommendation is made to the NCAIR Board of Directors who will approve the grant awards.

Amount of Grants: The amount awarded to each grant recipient will be based on the amount requested as well as the financial need of the requester, but will not exceed \$200. The grant can be used toward hotel, mileage, and conference registration fees.

Application Materials and Considerations: To be considered for the award, application materials must be submitted to the Travel Grant Committee. The deadline for grant application will be January 30th, 2003. The following items must be submitted:

- a. Applicant's name and institution/organization of employment;
- b. A brief resume/curriculum vita;
- c. A statement of how receiving the grant will contribute to professional development, particularly with regard to current and future activity in NCAIR;
- d. A statement describing the amount requested, the financial need and the financial support available from his/her institution and other possible sources

Criteria for Awarding of Grants: Recommendations by the Travel Grant Committee to the Board of Directors for travel grant awards will be based on information submitted in the application materials.

NCAIR Travel Grant Committee
ATTN: Sarah Carrigan
Institutional Research, UNCG
103 Forney Bldg
PO Box 26170
Greensboro, NC 27402-6170

From the Nominating Committee

The nominating committee is soliciting names of interested individuals for the following executive committee positions for 2003-2004:

- President-elect
- Member-at-Large (General)

If you have suggestions regarding possible nominees for either of these positions, please contact Nerissa Rivera, Chair of the nominating committee, by December 1, 2002 at 919-684-6910 or email nerissa.rivera@duke.edu.