



CONSORTIUM FOR THE ADVANCEMENT OF ADULT HIGHER EDUCATION

**INSTITUTIONAL REPRESENTATIVES ANNUAL MEETING  
- WORKING AGENDA -**

**Friday, January 27, 2006**

**8:00 a.m.      *Breakfast***

9:00 a.m.      Welcome and Introductions  
John Horn, CAAHE Chair

9:15 a.m.      Institutional Updates – Q & A Session and Identification of Discussion  
Topics for Saturday Session

**11:00 a.m.      *Break***

11:15 a.m.      Workshop #1 – “*New Learning Modalities*” – Panel Presentation  
Carolyn Shiffman, Albertus Magnus College

**12 noon          *Lunch***

1:00 p.m.      IPD Update  
Ron King, IPD President

1:30 p.m.      Workshop #2 – “*Textbook & Module Delivery Processes*”  
John Horn, Aquinas College

**2:15 p.m.      *Break***

2:30 p.m.      Marketing Update  
Rebecca Henriksen, IPD National Vice President of Enrollment

3:00 p.m.      Retention Update  
Deanna Boe, IPD Executive Director of Institutional Services &  
Kieth Schumacher, Call Center Manager

3:45 p.m.      Workshop #3 – “*Adult Program Management*” – Panel Presentation  
Ed Whitehead, Warner Pacific College

4:30 p.m.      Adjournment

**6:00 p.m.      *Dinner Activity***



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**Saturday, January 29, 2006**

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|-------------------|--|
| <b>8:00 a.m.</b>  | <b>Breakfast</b>   |
| 9:00 a.m.         | CAAHE Business <ul style="list-style-type: none"><li>▪ CAAHE Secretary/Treasurer Report FYTD – Marina Aguilar<ul style="list-style-type: none"><li>○ Minutes from June 10, 2005</li><li>○ Statement of Operations, 12/31/05</li><li>○ Current Budget</li><li>○ CAAHE Directory process</li></ul></li><li>▪ June 2006 Conference Update<ul style="list-style-type: none"><li>– John Horn</li></ul></li><li>▪ June 2007 CAAHE Conference Pre-Planning<ul style="list-style-type: none"><li>– Carolyn Shiffman</li></ul></li><li>▪ January 2007 CAAHE IR Meeting, Date/Location<ul style="list-style-type: none"><li>– Sue Salter</li></ul></li></ul> |
| 9:45 a.m.         | Open Discussion as Identified by Group   |
| <b>10:30 a.m.</b> | <b>Break</b>   |
| 10:45 a.m.        | Open Discussion as Identified by Group (continued)   |
| 12:00 noon        | Adjournment  |