



CONSORTIUM FOR THE ADVANCEMENT OF ADULT HIGHER EDUCATION

**Institutional Representatives Business Meeting – January 27, 2007  
Scottsdale, AZ**

**– MINUTES –**

**In Attendance:**

**Institution**

Albertus Magnus  
Averett University  
Aquinas College  
Baker University  
Cardinal Stritch University  
Cornerstone University  
Indiana Wesleyan University  
Montreat College  
Shorter College  
Southern Wesleyan University  
St. Gregory's University  
University of Phoenix  
Warner Pacific College  
IPD  
CAAHE  
CAAHE

**Representative**

Rosette Dubois  
Dr. Fred Bolton  
Pam Dunn  
Donald Clardy  
Kathleen Radionoff  
Robert Simpson  
Dr. Sharon Drury  
Deborah Wright  
Sandra Terry  
Dan Holland  
Dr. Jean Thornbrugh  
Barbara Baderman  
Dr. Toni Pauls  
Deanna Boe  
Sue Salter – as CAAHE Executive Director  
Nancy Morales – as CAAHE Secretary/Treasurer

**Not Present:**

**Institution**

Belhaven College  
Centenary College  
Gwynedd-Mercy College  
Ohio Dominican University  
Olivet Nazarene University  
Thomas More College  
William Penn University

**Representative**

Donna Weeks  
Bryon Grigsby  
Joseph Coleman  
Fay Ellis Jones  
Carol Maxson  
Nathan Hartman  
Judith Richardson

## **Opening**

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Rob Simpson opened by discussing the previous years CAAHE minutes and topics of conversation. Sue Salter and Rob Simpson agreed that new members need to be identified to get CAAHE back on track. The idea of sending out an informational letter was brought up. The letter should contain:

- What is CAAHE?
- How will it benefit you?
- Current members

## **Student Services Conference:**

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Discussion regarding the change in hosting the SSC every 18 months opposed to every 12 months was brought up. Institutional Representatives felt it is very necessary to have a SSC every year opposed to every 18 months. They feel their employees gain knowledge and bring back great practices to apply to their current positions

## **Academic Services Conference**

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The IR voted to keep the AS conference to every 18 months, they do not feel it is necessary to have this conference every 12 months.

## **Treasurer's Report:**

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Nancy Morales presented the proposed budgets and it was decided that the executive board would meet via teleconference to agree on next year's budget.

## **June 2007 Leadership Meeting Update:**

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It was decided that the location for June's leadership meeting would have to be voted on. Fred Bolton from Averett and Kathleen Radionoff from Cardinal Stritch would both provide information on why they feel their location is better suited to host the upcoming event.

The two locations being considered are:  
Richmond, VA  
Milwaukee, WI

Nancy will compile and send out information regarding cost for airfare to each location from all various locations.

## **2008 Upcoming Conferences:**

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CAAHE Conference –will be held in June 2008 and will be held at the same location being voted on for the leadership meeting

IR Meeting –reps voted on having the 2007 IR conference changed to Thursday/Friday instead of the typical Friday/Saturday meetings. It was unanimously voted and the 2008 IR meeting will be held January 24-25, 2008. The group unanimously voted to hold the meeting again at the Marriott Scottsdale Suites Old Town with the same meeting agenda format.

## **Consortium Pricing:**

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Deanna discussed products that were currently offering consortium discounts. Pricing to consortiums appear to be a greater discount.