



CAAHE

CONSORTIUM FOR THE ADVANCEMENT
OF ADULT HIGHER EDUCATION

**Leadership Meeting
InterContinental Kansas City, MO**

The Consortium for the Advancement of Adult Higher Education (CAAHE) held its annual Institutional Representative (IR) business meeting on June 9, 2011, in Kansas City, MO.

- MINUTES -

ATTENDANCE

Present

Dr. Clara Brennan, Cardinal Stritch University
Dr. Irene Rios, Albertus Magnus College
MariaElena Hassaine, Institute for Professional Development
Dr. Sue Salter Dietrich Institute for Professional Development
Dr. Peggy Harris, Baker University
Dr. Robert Simpson, Cornerstone University
Dr. Douglas Clark on behalf of Dr. Bridget Aitchison, Indiana Wesleyan University
Rebecca Henriksen, Institute for Professional Development
Jacqueline Avant, Shorter University
Dr. Jean Thornbrugh, St. Gregory's University
Dr. Barbara Baderman, University of Phoenix
Megan Enos on behalf of Dr. Toni Pauls, Warner Pacific College
Dr. Ann M. Fields, William Penn University

Office

Chair
Vice Chair
Secretary & Treasurer
Executive Director

Absent

Kendall Carter, Averett University
Dr. Richard Harris, Belhaven University
Dr. Mick Carroll, Benedictine University
Dr. Rita Gulstad, Central Methodist University
Nathan Hartman, Thomas More College

Quorum

It was established at 8:49 a.m. that a quorum of members existed and CAAHE business could be conducted.

INTRODUCTION

Dr. Clara Brennan provided an introduction and background information regarding the CAAHE Leadership Business Meeting.

SECRETARY/TREASURER REPORTS

Secretary's Report

MariaElena Hassaine distributed and reviewed the 2011 Business Meeting minutes; Dr. Irene Rios proposed acceptance of the minutes. Dr. Barbara Baderman seconded the motion, and the minutes were approved by a unanimous vote.

Treasurer's Report

Hassaine distributed and reviewed the 2011/2012 budget, and Dr. Rios asked whether CAAHE could qualify as a non-profit for tax purposes. Dr. Sue Salter Dietrich responded that through the Arizona Corporation Commission, CAAHE is a non-profit organization. However, the non-profit application and process are quite cumbersome for the nominal taxes that CAAHE pays, and CAAHE may not qualify as a non-profit for tax purposes due to its exclusivity. Therefore, CAAHE will continue to pay taxes as a corporation.

Dr. Baderman suggested increasing the membership with associate members to offset increased membership dues. Dr. Brennan inquired about the total number of CAAHE members, and Dr. Dietrich responded that CAAHE has fifteen members. Then Dr. Ann Fields suggested a two-tier membership. Rebecca Henriksen commented that if CAAHE increases its membership, it will need to implement a marketing effort. Dr. Brennan suggested implementing various fees for the membership levels. Dr. Douglas Clark recommended collaborating with the Council for Adult Experiential Learning (CAEL) to establish a presence, and others commented on how CAEL focuses on different tracks throughout the year. Dr. Rios commented that she has never seen such a prominent group dedicated to adult higher education in comparison to CAAHE.

Henriksen suggested that if CAAHE increases membership, it should start small with perhaps five additional members. Dr. Brennan recommended that the group share a priority list, and Dr. Fields responded that a benefit analysis should be included along with costs for the membership expansion. Dr. Baderman also responded that CAAHE should look at its mission to ensure that it correlates with potential new members. Dr. Dietrich said that the CAAHE Executive Board could offer a proposal that includes an analysis and retains the institutional representative exclusiveness while opening up registration to the conferences and the *CAAHE Chronicle*. Dr. Rob Simpson responded that CAAHE could market to more institutions that are similar if the conferences are open. Dr. Baderman suggested that the group should be heterogeneous and open to faculty. Dr. Dietrich included that if the conferences were open, this may lead to more workshop proposals on various topics. Ms. Henriksen responded that some workshops are specific to members' adult learning model. Dr. Brennan asked Dr. Dietrich if she could prepare a proposal for CAAHE expansion, which would include a two-tier model and a cost benefit analysis. Dr. Dietrich agreed,

and said that she would work with the executive board to provide a draft proposal by August 1, 2011.

Dr. Rios proposed acceptance of the budget. Dr. Baderman seconded the motion, and the Treasurer's Report was approved by unanimous vote.

BIENNIAL CONFERENCE

Discussion began regarding the Biennial Conference, and Dr. Rios suggested that each representative could invite other schools. Dr. Clark suggested including a presentation about CAAHE at the conference, and Dr. Fields stated that each institution could invite one potential partner. Dr. Rios also recommended creating an electronic brochure, and stated that each Institutional Representative could commit to inviting one person.

Dr. Dietrich asked if anyone had suggestions for a keynote speaker. Dr. Baderman asked what issues draw individuals to attend conferences. Dr. Fields suggested Sylvia Manning, Dr. Baderman suggested Mike Cane from HLC, and Dr. Dietrich suggested Carol Aslanian. Dr. Fields recommended that the keynote speaker incorporate social media. Dr. Baderman responded that she has a contact who has written five to seven publications and who may be interested.

Dr. Dietrich requested feedback regarding the InterContinental Kansas City and the general location. Dr. Fields suggested looking at Steamboat Arabia and the Union Train Station in downtown Kansas City as places for the awards ceremony or reception. Hassaine asked the group for their thoughts on including a volunteer component for all the conference attendees in place of the welcome reception, and all agreed.

JANUARY IR MEETING PRE-PLANNING

Hassaine asked if the group had any preferred dates and lodging accommodations. Dr. Baderman and Dr. Jean Thornbrugh said that, depending on the dates, they might not be able to attend due to other engagements. Dr. Simpson requested January 12 and 13. Dr. Rios recommended using the JW Marriott Desert Ridge, as it has an open feel. Dr. Dietrich seconded the JW Marriott Desert Ridge, and also suggested the Ritz Carlton. Dr. Dietrich recommended that the group take a horseback ride or have a cookout depending on the accommodations location. Hassaine responded that she would find out rates and provide them to the Executive Board for their input.

CAAHE FACEBOOK PAGE

Hassaine previewed the CAAHE Facebook page for the Institutional Representatives. After the preview, Megan Enos proposed that CAAHE use both Facebook and LinkedIn as ways to communicate within the consortium. Many individuals responded that they use LinkedIn, and they would like to see CAAHE use it.

ITEMS FROM THE FLOOR

Henriksen let the group know that the Senior Corporate Education Liaisons (CEL) are competing amongst each other, and she provided ways that institutions can offer support to the CEL's.

ADJOURNMENT

The CAAHE Business Meeting adjourned at approximately 10:00 a.m.

Respectfully submitted,

MariaElena Hassaine
Secretary/Treasurer