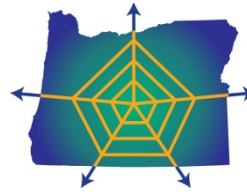


DQP Core Group Conference Call
Regular Meeting



**Degree
 Qualifications
 Profile** in Oregon

January 2, 2013, 2:00 p.m.

Phone number: (877) 807-5706; Participant Code: 253115 (sponsored by CCWD)

Membership of DQP Core Group:

Clackamas Community College	Elizabeth Lundy absent elizabethl@clackamas.edu	Eastern Oregon University	Sarah Witte present switte@eou.edu
Community Colleges & Workforce Development	Larry Cheyne present larry.cheyne@state.or.us	OUS Chancellor's Office	Karen Marrongelle absent Karen.Marrongelle@ous.edu
Tillamook Bay Community College	Connie Green present green@tillamookbay.cc	Portland State University	Gary Brown present browng@pdx.edu
Umpqua Community College	Mark Williams absent mark.williams@umpqua.edu	University of Oregon	Dev Sinha absent dps@uoregon.edu
Co-Director	Carol Schaafsma present schaafsmac@lanecc.edu	Co-Director	Ron Baker present bakerr@lanecc.edu
Lane Community College	Don McNair absent mcnaird@lanecc.edu	Lynn Nakamura absent nakamural@lanecc.edu	Anna Kate Malliris present mallirisa@lanecc.edu

1. Updates

- Work Plan Submissions Ron
 - To date, only have 4 CC and 5 OUS submissions
 - Ron will send out reminder to the OUS schools who have not submitted
 - Carol received Lane's work plan through email because it could not put it online at the time because of some technical errors- it is done and will be entered soon. Carol talked to TVCC and they said they would be late submitting. COCC and MHCC will not be submitting anything in Year 1. Carol will be in touch with all the others who have not submitted.
- Student Success Conference Carol
 - Submitted proposal for Student Success Conference. They are forming a panel for Friday morning and would like a DQP representative to participate on the panel. The panel would discuss various statewide projects; there are some common threads.
 - Carol will still look to see if there is an opportunity to have a breakout session in addition to the panel so that we can have a deeper discussion with the colleges and universities.
- National Resource Committee Carol
 - Don McNair will have a conversation with Sonya about who has been asked to participate, who said yes and who declined. We know that Sandra Elman, Cable Green, Carol Schneider and Cam Preus all said yes. We are not sure if George Pernsteiner said yes.
 - Original thought was that this group would have quarterly telephone conversations. This may be a little too often and it might be better to have twice annual conversations and/or have written updates. We need to be sure we have something to tell them.

2. Project Leadership (continued) – TABLED UNTIL NEXT MEETING

- Structure Ron
- Roles, Responsibilities, and Authority Connie, Karen

3. Information Forums

- January Conference Call Carol
 - December call included 11 schools.

- Shared the disbursement document and the expectations for disbursement. Asked to share a high level document showing the budget for the project. Carol plans to do this for the January meeting.
 - Continue the conversation about the work the colleges and universities are doing.
 - Focus on keeping the energy up and keeping a sense of connectedness.
 - February Video Conference Carol
 - Anna Kate will contact BMCC to confirm when they need the information for the video conference and then draft an email from Carol and Ron to send out to the institutional leads. If anyone misses the deadline for the video conference, Larry has provided a phone line for the call-in participants.
 - Have some institutions present what they are doing, who they are collaborating with, what they are talking about, etc.
4. Spring Conference Roles and Responsibilities Ron, Carol
- Working through what the commitment would be for the host, what the budget would be, etc.
 - As the fiscal agent for the grant, does Lane have a supporting role in the administration of the spring conference? If so, what makes sense for Lane to do/contribute?
 - PSU and OUS are looking at taking this on together
 - Have the hosts look at what they are doing already and see if they can add on to other work they are already doing; leverage what already doing to allow something to be presented statewide.
 - Focus would be less on sparking interest with national speakers and more about focusing on the work.
5. Work Plan Report Expectations Ron
- Matt, Carol and Ron are working on the format for the exported work plans. They would like input into what you would like to see.
6. Other Business
- IT/IR Group is looking at software licenses that may be needed under the open source environment.
7. Information: Upcoming Meetings
- Information Forum Phone Conference: January 9, 2:00 to 3:00 p.m.
 - Core Group Phone Conference: January 16, 2:00 to 3:00 p.m.
 - IT/IR Phone Conference: January 23, 3:00 to 4:00 p.m.
 - Core Group Phone Conference: February 6, 2:00 to 3:00 p.m.
 - Information Forum Video Conference: February 13, 2:00 to 4:00 p.m.