

eLCC Annual Retreat
September 26, 2014
Penrose House

Present:

Cheryl Comstock (Aims), Sally Cordroy (Regis), Jeff Getchell (Regis), John Heisel (FRCC), Peter Jeschofnig (IEDSE), Karen Kaemmerling (CMC), Kathy Keairns (DU), Liz Kleinfeld (MSUD), Kim Larson-Cooney (ACC), Steven Lindauer (Everest College Phoenix), Wendy MacColl (PPCC), Paul Novak (DU), Kristen Rivedal (FRCC), Molly Smith (DU), Jacqueline Tomrdle (PPCC), Nate Wadman (PPCC)

Welcome

Paul and Karen welcomed us to the annual eLCC retreat and thanked Peter for arranging for us to have the space. Molly gave a brief history of the Penrose House, which is named after Spencer Penrose, who started the Independence Mine. This land was originally an apple orchard.

Conference

Kim is still the conference committee chair and the current committee members are Kristin Rivedal, Paul Novak, Donna Welschmeyer, and Michael Erskine. As always, the conference will be in mid-April. The committee will meet soon and make specific details about dates and location available in October.

Professional Development Day

The Professional Development Day, co-sponsored by MSU Denver and eLCC, is scheduled for October 24 at MSU Denver. There are details on the website. The day is free but you need to register, and registration usually fills quickly. Charles Dzuiban is a keynote speaker.

Annual Report

Jean did a lot with the annual report in recent years, but has retired, giving us an opportunity to rethink the purpose and scope of the report. Molly suggested concise document that says basically, “here’s who we are, here’s what we do, these are our accomplishments from the last year.” Such a document would focus more on what the organization does and less on what individual member institutions do, and could be used as a marketing tool to woo new members.

Jeff suggested we create a template with eLCC’s mission and vision already written up and then we could just plug in information about events.

Karen said she could put together an executive summary, like a year in review document, that could go into an annual report.

Consortium Buying and Networking

Paul suggested that institutions could give us a list of products they are using and we could then see if there are products that it makes sense to pursue consortium pricing on. Kim suggested that

we could mention this on our website to woo new members. Kristin pointed out that there could be state regulations governing buying that would need to be taken into account.

Paul, Peter, and Kim will look into whether it makes sense to pursue non-profit status to enable us to apply for grants.

Paul asked if anyone had thoughts on becoming more involved with WICHE or another group. Kim suggested having a person to share with other groups what we are doing, even if it's just an informal email. Kristin pointed out that AI is active with CO DLA. It's unclear if the goals and interests of that group align with those of eLCC.

Kim and Kathy suggested bringing some K12 people to come in to a meeting and talk to us about what their students are doing.

Kim has templates and forms that were developed in the past to reach out to people.

Professional Development Opportunities

The group discussed having webinars as part of each meeting to allow more people to gain benefits from eLCC without having to necessarily attend meetings. Kathy pointed out that this could put a technological burden on meeting hosts.

Paul suggested forming a Professional Development subcommittee to develop processes for how to invite eLCC members to institutional events and how to get the existing videos they might have of events they've hosted on the eLCC website.

Communication Subgroup Report

The group suggested moving the listserv to Group Spaces, which is \$14.99/month. Liz will continue to manage the listerv.

Kristen volunteered to manage blog posts for before and after each meeting.

Liz will look into creating an eLCC Twitter feed that multiple users could tweet from.

The group suggested creating an eLCC LinkedIn page.

Jeff will look into creating a Year in Review report that would take the place of the current annual report.

The group discussed creating individual memberships. Kim says these already exist, but perhaps need to be better described on the website.

Website Subgroup Report

The group suggested that the website include a calendar on the front page with a link to a google calendar. An analytics plug-in could be added. Other ideas include creating a logo list, having dynamic images in the banner, and streamlining the member list page to be an embedded google doc that simply lists names with email addresses.

There could be a standard template developed for a pre-meeting and post-meeting blog to post. Kristin volunteered to coordinate this.

Nate volunteered to be official webmaster and several people volunteered to review web pages and get feedback to him. Paul and Nate will handle technical and layout.

The group also discussed publicizing committee opportunities for student members.

Submitted October 22, 2014 by Elizabeth Kleinfeld. Thanks to Kathy Keairns for her help.