

January 21, 1999

IMMEDIATE RESPONSE

MEMORANDUM

TO: Continuing Education Directors
Instructional Administrators
Student Services Directors/Counselor Coordinators

FROM: Elizabeth Lambert Johns, Vice President
Academic and Student Services

SUBJECT: Assessment: Documenting Student Outcomes

Date: **February 5, 1999**

Location: **Wake Technical Community College
Wake Tech Conference Center, Room 215**

Agenda

9:00 - 10:15 a.m.	Registration/Coffee
10:15 a.m.	Welcome - Dr. Elizabeth Johns
10:30 - 12 Noon	Status of Issues and National Trends
12:00 - 1:00 p.m.	Working Lunch
1:00 - 2:30 p.m.	Specific Applications
2:30 - 3:30 p.m.	Questions and Answers

Registration fee: \$12.00 (payable upon arrival) Checks payable to the Department of Community Colleges.

Please confirm your attendance to Judy Wilkerson at (919) 733-7051, ext. 412 or e-mail at judyw@ncccs.cc.nc.us before January 29th. Direct questions to Elizabeth Johns, Vice President, Academic and Student Services, at (919) 733-7051, ext. 413, or e-mail at johnse@ncccs.cc.nc.us.

ELJ/jw
c: Presidents

CC99-026
E-mail/Fax/Paper Copy