



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

February 26, 2004

MEMORANDUM:

TO: Compensatory Education Program Coordinators
Basic Skills Directors

FROM: Sillar G. Smith, NCCCS Compensatory Education Coordinator

SUBJECT: *Compensatory Education Program Regional Instructors' Training*

The Compensatory Education Program Regional Instructors' Training is provided at no cost; however, you must complete the enclosed registration form to indicate how many participants from your program will be attending and at which location. The same sessions will be repeated at each training location. *Space for the training is limited to 60 participants per training location. Space will be available on a "first come" basis.*

The Compensatory Education Program Regional Instructors' Training dates and locations are:

Eastern Regional Training

March 18 –19, 2004

Lenoir Community College
Bullock Building Room 150
Kinston, NC

Registration due by March 12

Western Regional Training

April 1 – 2, 2004

Western Piedmont Community College
East Campus Room 220
Morganton, NC

Registration due by March 19

Central Regional Training

April 22 -23, 2004 (*Changed from the original date of March 11 – 12*)

Wake Technical Community College
Student Service Building Room 212 & 213
Raleigh, North Carolina

Registration due by April 2

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Please note that there are three deadline dates for returning registration forms. Due to limited seating space there will be no on site registration at any of the locations. I hope you will send your instructors to one of the training locations.

Enclosed you will find an agenda and information regarding lodging. Directions and a map to the System Office can be found at the North Carolina Community College System website: www.ncccs.cc.nc.us. Directions and a map to the colleges can be found under each individual college's web page.

If you have any questions about registration for the training sites, contact Judy Howell at (919) 807-7141 or me at (919) 807-7134.

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cc: Presidents
Senior Continuing Education Administrators

CC-04-041
E-mail Copies

Compensatory Education Program Regional Instructors' Training

Training Sessions: March 18 – 19, and April 1 – 2, 22 –23, 2004

Thursday, March 18, April 1 & 22

8:45 – 9:15 a.m.	Pick-up conference packets
9:15 – 9:30 a.m.	Opening Remarks
9:30 – 10:30 a.m.	Teaching Strategies
10:30 – 10:45 a.m.	<i>Break</i>
10:45 – 11:45 a.m.	Teaching Strategies Continues
11:45 – 1:15 p.m.	<i>Lunch</i>
1:15 – 2:30 p.m.	Concurrent Sessions: 1. Alternative Teaching Methods 2. Making it Real with Realia
2:30 – 2:45 p.m.	<i>Break</i>
2:45 – 4:00 p.m.	Concurrent Sessions 1. Learning through stories 2. Goal Planning and Progress Reporting
4:00 – 5:15 p.m.	Motivational Presentation
5:15 – 5:30 p.m.	Closing

Friday, March 19 and April 2 & 23

9:00 – 9:45 a.m.	Compensatory Education Program Update
9:45 – 10:45 a.m.	Special Projects in Compensatory Education
10:45 – 11:00 a.m.	<i>Break</i>
11:00 – 12:00 a.m.	Special Projects in Compensatory Education
12:00 – 12:15 p.m.	Closing Remarks

REGISTRATION FORM

Compensatory Education Program Regional Instructors' Training

NO REGISTRATION FEE REQUIRED

*Please indicate with a check mark the training location you will be attending.
The three deadline dates for returning registration forms differ according to the training location.*

Return Registration Form by March 12, 2004

_____ Lenoir Community College (March 18 – 19)

Return Registration Form by March 19, 2004

_____ Western Piedmont Community College (April 1 – 2)

Return Registration Form by April 2, 2004

_____ Wake Technical Community College (April 22 – 23)

Names of Participants (please print as you wish it to appear on nametag):

_____ Coordinator _____

_____ Instructor(s) _____

Return registration form to:

Judy Howell
North Carolina Community College System
Caswell Building
5016 Mail Service Center
Raleigh, NC 27699-5024
Telephone: (919) 807-7141
Fax: (919) 807-7164

Hotel Accommodations

March 18 – 19, Lenoir Community College

Hampton Inn (252) 523-1400

A block of rooms are being held for this event; therefore, when making your reservation tell the hotel you are attending the CED training at LCC. The block of rooms will be held until March 10.

April 1 – 2, Western Piedmont Community College

Days Inn (828) 433-0011

Hampton Inn (828) 432-2000

Holiday Inn (828) 437-0171

Sleep Inn (828) 433-9000

April 22 – 23, Wake Technical Community College

Clarion Hotel (Formerly Holiday Inn Downtown Raleigh) (919) 832-0501

A block of rooms are being held for this event; therefore, when making your reservation tell the hotel you are attending the CED training at the North Carolina Community College System Office.

Days Inn Downtown Raleigh (919) 828-9081 or (877) 264-6766 (located right behind North Carolina Community College System Office Building)
