



COBEC
Consortium for Belize Educational Cooperation

COBEC Summer 2016 Conference July 27-29, 2016

Venue: International House Spencer Event Hall, Center for International Education (CIE)

Hosted by: Columbus State University, Columbus, Georgia

Pre-Conference July 27, 2016

Participants present on July 27, 2016 at the Pre-conference session

Name	Institution	Name	Institution
Eve Aird	Galen University	Tanya Delgado	University of South Florida
Geoff Bradshaw	Madison Area Technical College	John P. Kempainen	University of North Florida
Jane Bennett	University of the West Indies, Open Campus, Belize	Fermin David Magana	Sacred Heart Junior College
Neulin Villanueva	Ministry of Education, Youth, Sports and Culture-Belize	Jose Mai	Corozal Junior College
Lusiola Castilo	Belize National Library Service and Information System	Cynthia Thompson	University of Belize
Gustavo Ellis	San Pedro Junior College	Karen Martinez	Ecumenical Junior College
Joy Ysaguirre	Belize National Library Service and Information System	Marie Young	Independence Junior College
Froylan Gilharry	San Pedro Junior College	Rhonda Porter	Albany State University
Eleanor Bodden Gillett	Wesley Junior College	Kathaleena Edward Monds	Albany State University
Hugo Gonzalez	Centro Escolar Mexico Junior College	Neal McCrillis	Columbus State University
Sharmayne Saunders	University of the West Indies, Open Campus, Belize	Susan M. Syverud	University of North Florida
Rocio Carballo	Sacred Heart Junior College	Marlon Brown	Corozal Junior College
Susanne Franco	Wright State University	Marcia Combs-Ford	Murray State University
Brian Gilther	Murray State University		

Workshops:

Morning Professional Development

“Online Course Development and Teaching” presented by Ms. Amy Thornton, Director of the Center for Online Learning (COOL) and Kandrea Harchson and Kimberly Patt

Afternoon Professional Development

“We Solve It: Discover Design and Deliver” Dr. Mariko Izumi, Director of CSU’s Quality Enhancement Program (QEP)



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Conference 28th and 29th July 2016

Participants Present on July 28 and 29, 2016 (no) asterisk indicates attendance on both July 28th & 29th, (*) asterisk indicates attendance only on July 28th and (**) asterisks indicates attendance only on July 29th)

Name	Institution	Name	Institution
Eric Spears *	Georgia College	Marie Scott-Young	Independence Junior College
Tom McCormack	Columbus State University	Jane Bennett	University of the West Indies, Open Campus
Brian Krogh	Northeast Wisconsin Technical College	Ivan Nikolov	Valdosta State University
Mary Beth Boettcher	Northeast Wisconsin Technical College	Kathaleena Monds*	Albany State University
Marlon Brown	Corozal Junior College	Darlene Goodrich	University of South Florida
Jose Mai	Corozal Junior College	Geoff Bradshaw	Madison Area Technical College
Suzanne Franco	Wright State University	John Kempainen	University of North Florida
Nimisha Patel	Wright State University	Betty Flinchum	University of North Florida (Emeritus)
Deborah Davis	Valdosta University	Emilia Hodge	University of Florida
Nancy Adamson	SUNY-Cortland	Warren Hodge	University of North Florida
Cynthia (Eve) Aird	Galen University	Cynthia Thompson	University of Belize
Marcia Combs-Ford	Murray State University	Susan Syverud	University of North Florida
Brian Giltner	Murray State University	Sharmayne Saunders	University of the West Indies, Open Campus
Lusiola Castillo	Belize National Library Service and Information System	Gustavo Ellis	San Pedro Junior College
Joy Ysaguirre	Belize National Library Service and Information System	Carly Wynne Womack*	University of North Georgia
Rhonda Porter	Albany State University	Guy Ilagan	The CITADEL
Nneka-Nora Osakwe	Albany State University	Karen Martinez	S/C Ecumenical Junior College
Neulin Villanueva	Ministry of Education, Government of Belize	Eleanor Gillett	Wesley Junior College
Hugo Gonzalez	Centro Escolar Mexico	Rocio Carballo	Sacred Heart Junior College
Neal McCrillis	Columbus State University	Fermin Magana	Sacred Heart Junior College
Froylan Gilharry	San Pedro Junior College	Tina Butcher **	Columbus State University

CONFERENCE DAY 1

1.0 OFFICIAL OPENING CEREMONY

The official opening ceremony was held in the International House Spencer Event Hall, CIE and it commenced at 9:40 a.m. The Master of Ceremony was Dr. Neal McCrillis. The program started with the National Anthem of Belize, followed by that of the US. The invocation was led by Kory M. Saunders.

1.1 WELCOME COBEC CO-CHAIRS

Mrs. Jane Bennett, Belize Co-Chair, welcomed colleagues from the US and Belize to the COBEC 2016 Summer Conference. Mrs. Bennett thanked Mr. Neal and his team for an excellent workshop and conference. She mentioned that COBEC has provided the opportunity for networking and partnering with old friend and has fostered strong collaboration among institution. Mrs. Bennett explained that this was her last meeting as Co-Chair of COBEC and expressed her gratitude for the leadership that was shared between Dr. Kemppainen and Dr. McCrillis. She thanked her Belizean colleague for nominating and supporting her during her two terms of office. Dr. Karen Martinez was thanked for her willingness to take on the COBEC ladership. Dr. Neal McCrillis, US Co-Chair welcomed members and had first and second time attendees introduce themselves.

1.2 WELCOME FROM COLUMBUS STATE UNIVERSITY (CSU)

Dr. Chris Markwood, president of Columbus State University, officially welcomed members to the institution and the conference. He expressed how pleased he was to see how CSU partnered with the community and created remarkable relationship and also foreign partnership that exposed students to experience and recognize their place in the global world. He concluded by saying that he was certain that CSU could learn from COBEC to seek opportunities to grow.

1.3 KEYNOTE SPEAKER

Mr. William P. Murphy, Executive Vice President, Economic Development, Columbus Chamber of Commerce, welcomed members to Columbus. He spoke of collaboration among various institutions, organizations and entities in Columbus, Georgia and why it's special. The remarks focused on: Economic development approach versus a more holistic regional approach; and economic development and the importance of working across barriers between for-profits, non-profit organizations and how that translates into economic activities. He mentioned that his Chamber is focused on the future and hopes in 2016 to look on the existing companies and continue to market the target industries at specific trade events and trade shows that they know would have an impact on the local economy. He mentioned that they planned to align workforce talents and educational efforts based on best practices. He elaborated that Fort Benning is the highlight of the community's economic growth. He explained that they needed to restructure and realign programs around these prosperity initiatives because the plan laid out a detailed assessment of the community and a strategy for them to address some of the challenges and the opportunities. Finally, he pointed out that they have a specific implementation time frame

that needed to be adhered to in order to address poverty, unemployment and other issues in our community.

2.0 PRESENTATIONS AND TOUR

In the morning and part of the afternoon sessions members participated in three presentations. Presentations were:

- “Engaging with Place and people through Community Geography” delivered by Dr. Amanda Rees, CSU Community Geography Center, Department of History and Geography
- “Columbus and Georgia in the History of America” presented by Dr. Stephen Barber, Department of History and Geography
- “CSU’s Servant Leadership Program; Creating Leaders Who Will Enrich the Community and the World” delivered by Dr. Wendi Jenkins, CSU Servant Leadership Program

In the afternoon some delegates were taken on a field trip to the Coca-Cola Space Science Center. Dr. Shawn Cruzen and his colleagues gave a tour of the center.

CONFERENCE DAY 2

WELCOME AND GREETINGS

At the opening of the second day of the Conference, welcome and greetings were given by Dr. Tina Butcher, Interim Provost.

COBEC BUSINESS MEETING

1.0 CALL TO ORDER

1.1 The meeting was called to order at 9:10 am by the US and Belize Co-Chairs, Dr. Neal McCrillis and Mrs. Jane Bennett, respectively.

2.0 ACCEPTANCE OF AGENDA

2.1 The agenda was accepted on a motion by Dr. Ivan Nikolov, and seconded by Dr. John Kemppainen. All members accepted the agenda.

3.0 ACCEPTANCE OF THE MINUTES

3.1 Dr. John Kemppainen requested for his name to be spelt correctly in the minutes.

3.2 A motion to accept the minutes with the corrections was tabled by Dr. John Kemppainen, and seconded by Mrs. Jane Bennett. All members unanimously agreed.

4.0 MATTERS ARISING

4.1 Mrs. Marie Young notified the members of two points that arose from the minutes: the suggestion for a small committee from Belize and the US to look over whether or not to increase conference fees and membership dues; and the re-establishment of an award’s committee.

4.2 Mrs. Jane Bennett mentioned that her committee members were comprised of John, Eve, Debbie Reed and Rick Bateman and that the report would be discussed later in the Business Meeting.

4.3 The membership agreed to continue the discussions later in the meeting.

5.0 TREASURERS' REPORT

5.1 US TREASURER, Ms. Deborah Davis reported that her balance was \$20,081.25 US which was a little higher than last year, plus she had two checks, one from Arkansas and another from Bridgewater, which took the amount to 20,481.25 US. Expenses were a total of \$2,779.76 which was spent on travel grants to Belize. She concluded by noting that US COBEC account was in good standings since money deposited was more than what was spent.

5.1.1 Ms. Davis reminded school with outstanding fees to pay their dues. She mentioned that a few institutions hadn't paid their dues but weren't attending the conference. She explained that institutions were notified and some withdrew but more new members were joining from new institutions.

5.1.2 A question was asked: What was the total number of membership? Dr. McCrillis responded that COBEC had approximately 19 members which were reflected on the updated website. Dr. McCrillis further explained that he contacted the memberships that were inactive and he noted that some withdrew due to changes in personnel and changed vision. He mentioned that new members joined the consortium, so we more or less have a net balance of members.

5.1.2 Members were reminded that website update needed to be sent to Msr. Davis so that she could forward to the person in charge of the site.

5.1.3 Mrs. Bennett suggested for the respective institutions to inform COBEC when personnel changes or whether or not their institutions would continue being active members.

5.5.4 Dr. Nancy Adamson moved for the acceptance of the US treasurer's report, seconded by Dr Nneka-Nora Oskwe. Membership unanimously agreed.

5.2 BZE TREASURER/COBEC SECRETARY, Mrs. Marie Young, reported that the financial report was inclusive of 31st of December 2015 to 30th June, 2016. She mentioned that majority of the institutions were current with membership dues; however she still needed to reconcile the account with outstanding bank deposits. Expenses for the year included; allowances to BZ Executive members, catering for CAFÉ, COBEC College fair and a repayment to Independence Junior College (IJC) for registration fees collected at the COBEC winter conference. She reminded all members who attended the conference to pay registration fees directly to the host institutions and not to COBEC account since the Belize Treasurer only collects membership dues. Mrs. Young explained to members that the bank issued new check books to the Consortium, and in that transition, those written to IJC bounced. When those were rewritten, the association owed IJC \$20.00 for returned checks charges levied on the institution. The Treasurer is requesting a refund from the bank for the changes that was made without proper consultation. The closing balance at the end of June 2016 was \$3,665.41.

5.2.1 Dr. Sharmayne Saunders moved for the acceptance of the BZ Treasurer's report, this was seconded by Mrs. Lusiola Castillo. All members were in favor of the report.

6.0 REPORTS FROM SUBCOMMITTEES

6.1 College Fair Committee (C-FACT) Dr. Emilia Hodge reported that last year there were two college fairs: one at the Institute for Technical, Vocational Education and Training (ITVET) and the other at the conference venue hosted by Independence Junior College. The fair at the ITVET campus was not well attended it had fewer than 10 institutions attending the event. The other at the conference venue was attended by all the COBEC institutions. She urged members to start planning early for both fairs. It was suggested that the host institution should provide transportation for participants that would need to move from Belize City to the conference venue. The committee promised to send out all the information for the two fairs. It was agreed for members to absorb an extra fee for transportation. Registration forms would be adjusted to include transportation cost. A shared cost idea was agreed upon by members.

6.1.1 Mrs. Jane Bennett suggested the consideration for security for participants. For example, those travelling in personal vehicles can caravan behind the van with the main group. Mrs. Joy Ysaguirre mentioned that the library would accept any promotional item from the schools to be displayed in the library.

6.2 Study Abroad Committee: Dr. Eve Aird reported that the study abroad committee already sent their mission statement to Dr. Deborah Davis for the website. Dr. Geoff Bradshaw from Madison has offered to do a study abroad workshop at the summer conference 2017 that would cover some of the best practice US schools sought from study abroad. Dr. Aird expressed that ATLIB partners should embrace the initiative. She reported that US members shared what their institutions were doing in Belize and what they planned to do and the Belizean institutions shared what was their interest in the study abroad programme and what expertise we have available. An agreement was made for the committee members to conduct a survey, at the Association of Tertiary Level Institutions in Belize (ATLIB) regular meeting in September, on how Belize can assist with study abroad and the findings would be shared at the COBEC February conference.

6.3 College Administrators/Faculty Experience (CAFÉ): Dr. Sharmayne Saunders reported that COBEC-Café had synchronized training to ensure that all our stakeholders' needs were met. She mentioned that COBEC US institutions expressed their willingness to assist the school counsellors. Dr. Saunders explained that the model used by the library service would also be replicated for the counselors who would be engaged in a one week training accompanied by on-line sessions and that the counseling association would appreciate these training. Finally, she mentioned that the administrators would do training in the summer at the COBEC conference. Dr. Saunders commented that the committee would check in October with the hosting institution to identify the expertise that they would have on site and what areas the administrators needed. She elaborated that the main focus for ATLIB and COBEC were accreditation and program review. It was noted that institutions needed to move from sensitization to hard work. She further explained that in order to maximize the one day training from Café, then ATLIB would ensure that the professional training in May formed part of the training for that year so as to be more efficient. Dr. Saunders explained that we needed to look at supporting those training with some distance learning or online work and provide certificate training workshop program that would last 2-3 years. She elaborated that

the committee would look at a merger of educational programs offered by the University of the West Indies, the University of Belize and other US institutions to support lecturers in pedagogy.

6.3.1 Mrs. Jane Bennett wanted to know if private candidate, Ministry officials and military could participate in the training. Dr. Saunders promised to find out if the other candidates can participate and if the Ministry would assist with the training.

7.0 COBEC Assessment Committee Report: Dr. Emilia Hodge gave an update of the assessment work. She mentioned that the team comprised of Dr. Eve Aird, Dr. Kathaleena Edward Monds, Dr. Deborah Davis, Dr. Betty Flinchum, Dr. Warren Hodge, Dr. Cynthia Thompson and herself met by way of face to face, conference calls and webinar to do data review. In the report the preliminary results were of the historical aspect, economic aspect and reliability and validity of the study. She mentioned that the final draft would be presented at the winter conference in Belize in February 2017.

7.1 Mrs. Jane Bennett reminded members to send any information that would assist the study to be successful. Members suggested for the report to be published.

8.0 COBEC Membership and Registration Fees Report: Dr. Ivan Nikolov reported that the US membership committee proposed that membership dues be increased from 200 US to 300 US and conference fees increase from 125 US to 150 US. He mentioned that these increases would greatly assist with projects, stipends, awards, hosting and partial funding. Dr. Sharmayne Saunders reported that hosting cost for institutions in Belize varied according to institutions and locations for the venue. She explained that members' response to registrations date affected institutions. She mentioned that members proposed to keep the registration at \$125.00 US but have an early bird fees of \$125.00 US and a late bird fees of \$200.00 US.

8.1 Mrs. Marie Young also mentioned that some BZ COBEC institutions voted for an increase of the conference fees to \$200.00 BZ due to the high cost of hosting the event.

8.2 A motion was made by Dr. Neal McCrillis for the Summer Conference fees to be \$150.00 US and the Winter Conference to be \$150.00 US for US COBEC members and \$150.00 BZ for BZ COBEC members, Dr. Eve Aird seconded the motion and all were in favor to adopt the new registration fees.

8.3 A motion was made by Dr. Eve Aird for membership fees and conference fees to be increased, the motion was seconded by Mrs. Jane Bennett. All were in favor.

8.4 Membership requested for Dr. Ivan Nikolov and Dr. Sharmayne Saunders to further investigate what was the rationale to increase the membership dues. The motion was to be tabled at the meeting in February 2017.

9.0 Awards Cycle and Procedures/ Emeritus Nominations

Dr. John Kempainen reported that the committee reviewed the procedures for the award criteria and the Adhoc Committee suggested for adoption of the criteria and time for awards for people to make nomination.

9.1 Dr. Deborah Davis moved for the award to be presented at the winter Conference in February and that calls for the nomination would be in the fall, seconded by Dr. Ivan Nikolov.

All agreed to adopt agenda in their calendar.

10.0 MEMBERSHIP APPLICATIONS (Full and Associate)

One institution highlighted below was seeking membership in COBEC:

1. The College of Coastal Georgia was presented to membership by US Co-Chair since the institution was absent from the meeting. Dr. Neal McCrillis explained that Sacred Heart Junior College from BZ nominated Coastal Georgia but that documents were still pending from a US institution. He asked for acceptance of Coastal Georgia as a member of US COBEC pending a letter from a US institution. The motion was seconded by Dr. Nancy Adams. All the members unanimously agreed.

11.0 PRESENTATIONS

Presentations were made by the following person on the topics as listed.

- Dr. Guy Ilagan, The Citadel, presented on Counseling Collaboration and Initiatives.
- Dr. Nuelin Villanueva, Belize Ministry of Education, Youth, Sport & Culture, presented on Early Childhood Education Partnership.
- Dr. David Ahuja, VP of IT at walmart, presented on Technology Initiatives in Belize that was compiled by Dr. Kathaleena Monds.

12.0 NEXT COBEC CONFERENCE MEETING

Winter 2017 – GALEN University

Summer 2017 – Madison Area Technical College

13.0 ANY OTHER BUSINESS

13.1 Mrs. Jane Bennett notified members that Mr. Jose Mai would be retiring from Corozal Junior College and members acknowledged his invaluable contributions to COBEC and wished him success in his future endeavors.

13.2 Mrs. Jane Bennett thanked Dr. Neal McCrillis, on behalf of the members, for hosting the COBEC Conference.

13.3 Dr. Karen Martinez was officially introduced to membership as the BZ Co-Chair of COBEC. She thanked members for voting her in and pledged to work with Dr. Neal McCrillis to move COBEC forward.

13.4 Dr. Deborah Davis requested information from members to update the website and keep records current.

13.5 It was suggested for the archivist to post the Conference presentations on the website.

14.0 ADJOURNMENT

At 12:55 a motion to adjourn the Business Meeting was made by Mr. Gustavo Ellis, and seconded by Mr. Dr. Sharmayne Saunders. All members agreed.

Recorded by,
Marie Scott Young
COBEC Secretary