

CAPPA Professional Development Committee Report
March 3, 2017

Continuing Education Awards

- In FYE2017 15 grants were funded
 - 2017: 6 CAPPA events, and 9 APPA events
 - 2016: 13 CAPPA events, and 7 APPA events
- Did not recommend budget increase for FY2018

FY17					
Grant, travel budgets				\$34,000	\$6,000
Name	Institution	Event	Award Date	\$ from CAPPA	Travel
Jessica DeWitt	Stephen F. Austin State University	Institute for Facilities Management, Sep 2016	4/19/2016	\$1,455	\$500
Brenda Korinek	North Dakota State College of Science	APPA Leadership Academy Level III	5/24/2016	\$1,455	\$500
Kari Hasbargen	North Dakota State College of Science	APPA Leadership Academy Level III	5/24/2016	\$1,455	\$500
Michael Rea	Johnson County Community College	Institute for Facilities Management, Sep 2016	6/28/2016	\$1,455	\$500
Alison Ford	Stephen F. Austin State University	Institute for Facilities Management, Sep 2016	6/28/2016	\$1,455	\$500
Michael Mondt	Oklahoma City Community College	APPA Leadership Academy Level II, Oct 2016	6/28/2016	\$1,000	\$500
James G. Norcom, III	University of Houston	CAPPA 2016, Little Rock	7/26/2016	\$350	\$500
Kevin Stone	University of NE - Lincoln	CAPPA 2016, Little Rock for AOC Level 2	8/23/2016	\$1,000	\$500
Gabe Hampton	University of NE - Lincoln	CAPPA 2016, Little Rock for AOC Level 2	8/23/2016	\$1,000	\$500
Drew Jahr	Texas Tech University	APPA Institute for Facilities Management	10/26/2016	\$1,455	\$500
Brian Archer	Southern Nazarene University	Academy on Campus track 3	11/15/2016	\$1,000	\$500
Terry Pritchett	Howard Payne University	Leadership Academy Level 1	11/15/2016	\$1,455	\$500
Angela Meyer	Southeast Missouri State University	Leadership Academy Level 4	11/15/2016	\$1,455	\$500
Angie Mitchell	Southeast Missouri State University	Leadership Academy Level 4	11/15/2016	\$1,455	\$500
Alejandro Flores	New Mexico State University	Leadership Academy Level 3	2/15/2017	\$1,000	\$500
Grants awarded to date				\$18,445	\$7,500
Remaining budget amounts				\$15,555	-\$1,500

**CAPPA Professional Development Committee Report
March 3, 2017**

Toolkit update

HOST	ATTENDANCE	FYE2016	FYE2017	NOTES
University of Arkansas	31	09/01/2015		
University of North Texas	48	01/25/2016		
University of Texas	cancelled	03/7/2016		
University of Nebraska	35		06/06/2016	approx, did not register via Cvent
Texas Christian University	24		07/25/2016	
Texas Tech University	19		11/8/2016	
University of North Texas	registration open		03/21/2017	

Academy on Campus (Leadership Academy) Update

HOST	COURSE	ATTENDANCE	DATE	NOTES
Tech'15	Level 3	17	02/24/2015	
Annual Conference, KSU	Level 1	canceled	10/09/2015	
Tech'16	Level 1	16	02/23/2016	
Annual Conference, UALR	Level 2	14	10/07/2016	
Tech '17	Level 3	6	02/28/2017	APPA offered to waive the typical minimum fee
Joint CAPPA/MAPPA conference	Level 4	TBD	09/2017	
Joint CAPPA/MAPPA conference	Level 1	TBD	09/2017	Assisting MAPPA, they have not offered AOC at prior regional conferences
Tech'18	TBD	TBD		

Certified Educational Facilities Professional (CEFP) credential

- Purchases to date
 - 15 EFP, from budget of 30 per year for 2 years.
 - 28 CEFP, from budget of 45 per year for 2 years.
- Observations (based on days from purchase of coupon)
 - In general, it takes between 4 and 5 months to complete the testing
 - 11 of 12 that passed the test were accessing data after 120 days; with 5 of 11 after 180 days
 - 6 of 7 users who failed the test were still accessing data 180 days after purchase
 - Of 31 beyond 150 days, 13 have not yet tested
- On-line process
 - APPA moved EFP and CEFP testing to on-line delivery
 - XC worked with APPA on reducing pricing to \$0 for CAPPA region participants
- Rules of engagement: User has access for 90 days, once APPA places them in a cohort group. User begins study with that group and their Facilitators. They move through course work together and have Webinars to discuss content, get answers. Once their 90 days is over, they still have access to material until they take their exam. They only have 30 days after 90 days is over to take their exam. Once the 30 days is over, they will have to purchase a new voucher for \$150

2017 Technology and Leadership Conference

- Agenda
 - Offering 2 diverse keynote speakers. Feedback?
 - Offering Leadership Academy Track 3, insufficient BP for 4th track
 - Canceled regional Emerging Professional Summit, no leader available
 - Could not complete coordination with Wednesday presenter for using Key Performance Indicators at strategic management tool
 - Proposed changes implemented (new ideas and 2016 attendee feedback)
 - Hosting Thursday barbeque off site – feedback?
 - No Saturday schedules – feedback?
 - Handwritten evaluations again with analysis sent to PD Committee and individual BP’s
 - Better coordination with Hotel regarding kitchen noise in Texas E and Temperature in meeting rooms.
- Advertising/networking
 - Reminder advertising was sent later than preferred, due to incomplete agenda
 - Sponsorship opportunities were again placed in the questions and required for all BP registrations; more gold level and silver level than some years
- Conference operation/logistics
 - Worked with APPA again to make Guidebook available. Did not try to obtain CEU values
 - Expected attendance 96
 - Door prizes include gift cards sufficient to purchase iPads (perfect attendance “raffle”), restaurant gift cards, registration and travel scholarships up to \$500 for future CAPPA events
 - Expected attendance is 96

	2014	2015	2016	2017
Academy on Campus	13	15	16	6
Emeritus	8	8	4	5
Higher Education	85	86	66	56
Business Partners	73	61	58	29
TOTAL ATTENDANCE	179	170	144	96
Emerging Professionals			8	
Key Performance Indicators			34	

- Anticipated revenue \$42,000, anticipated expenses \$72,000

2018 Technology and Leadership Conference agenda format

- Proposed changes:
 - No Saturday schedules
 - Call for papers with earlier deadline to allow full agenda to advertise
 - 3 technical tracks + Professional Development track
 - 3 panel discussions to encourage networking
 - 1 one-day hands-on session

CAPPA Professional Development Committee Report
March 3, 2017

- Sessions Impact
 - Puts the “tech” back in Tech
 - Reduces number of sessions
 - Specific targets for sessions

Financial Impact

- Will need to increase HE charges
- Will need to increase BP charges
- OR can budget for conference loss
- Dates: Prefer to be earlier than Tech’17 dates
- Will be working with APPA to host AOC Level 2

Co-Chairs, membership

- Appointed co-chair up for election in 2017

STATE	REPRESENTATIVE	SCHOOL
Arkansas	Scott Turley	University of Arkansas
Kansas	Duane Weigel	Ft. Hays State University
Missouri	Ben Boslough	Missouri State
Nebraska	Lee McQueen	University of Nebraska at Kearney
North Dakota	NA	
Oklahoma	Michael Mondt	Oklahoma City Community College
South Dakota	NA	
Texas	Kim Graves	Texas State University
Texas	Dean Hansen	University of Texas
Texas	Don Spies	San Jacinto College
Canada	NA	University of Manitoba
Mexico	NA	
President	Ian Hadden	University of Arkansas at Little Rock
1 st VP	Angela Meyer	Southeast Missouri State
Treasurer	Angie Mitchell	Southeast Missouri State

Lee McQueen, University of Nebraska at Kearney
 Kim Graves, Texas State University

Co-Chairs, Professional Development

CAPPA Professional Development Committee Report
March 3, 2017

REGISTRATION COMPARISON FOR RECENT TECH CONFERENCES



**CAPPA Professional Development Committee Report
March 3, 2017**

TECH CONFERENCE BUDGET MODEL

	HISTORIC, PROTOTYPE INCOME				v3 budet											
	2014	2015	2016	Rate	2014	2015	2016			2018	Rate	2018	2018 - 20%	2018	2018 + 20%	2018
Academy on Campus	13	15	16	\$1,000	\$13,000	\$15,000	\$16,000			15	\$1,000	\$15,000	12	\$12,000	18	\$18,000
Emeritus	8	8	4	\$0	\$0	\$0	\$0			5	\$0	\$0	4	\$0	6	\$0
Higher Education	85	86	66	\$250	\$21,250	\$21,500	\$16,500			85	\$250	\$21,250	68	\$17,000	102	\$25,500
Business Partners	73	61	58							16						
Platinum	1	2	4	\$5,000	\$5,000	\$10,000	\$20,000		Platinum	1	\$6,000	\$6,000		\$6,000		\$6,000
Gold	2	3	0	\$2,000	\$4,000	\$6,000	\$0		Gold	3	\$4,000	\$12,000		\$12,000		\$12,000
Silver	7	4	5	\$1,000	\$7,000	\$4,000	\$5,000		Silver	5	\$2,500	\$12,500		\$12,500		\$12,500
Bronze	63	52	49	\$750	\$47,250	\$39,000	\$36,750		Bronze	6	\$1,500	\$9,000		\$9,000		\$9,000
TOTAL ATTENDANCE	179	170	144						All Day	1	\$7,500	\$7,500		\$7,500		\$7,500
Emerging Professionals			8													
Key Performance Indicators			34													
GROSS INCOME					\$97,500	\$95,500	\$94,250				\$83,250		\$76,000		\$90,500	
BP Income					\$63,250	\$59,000	\$61,750				\$39,500		\$39,500		\$39,500	
Income per BP					\$1,336	\$1,566	\$1,625				\$2,633		\$2,633		\$2,633	
Higher Ed Incom					\$34,250	\$36,500	\$32,500				\$36,250		\$29,000		\$43,500	
Income per HE					\$349	\$361	\$396				\$363		\$363		\$363	

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March 3, 2017**

CAPPA PROFESSIONAL DEVELOPMENT
2/24/2017
STATUS OF COUPON USERS

First Name	Last Name	Institution	Coupon	EFP	CEFP	Date Purchased	Exam Taken?	Pass/Fail	# of accesses	period of last access	days since purchase
Dean	Hansen	University of Texas at Austin	CAPPACEFP		Yes	2/23/2017	No	N/A	1	30-Day Access	2
Qi	Moss	Tulsa Community College	CAPPAEFP	Yes		2/6/2017	No	N/A	1	30-Day Access	19
Corey	Ruff	Abilene Christian University	CAPPACEFP		Yes	11/10/2016	No	N/A	5	90-Day Access	107
Jonathan	Meendering	South Dakota State University	CAPPACEFP		Yes	11/9/2016	No	N/A	6	90-Day Access	108
Cinda	Smith	Southwest Baptist University	CAPPAEFP	Yes		11/4/2016	No	N/A	6	90-Day Access	113
Barry	Mielke	South Dakota State University	CAPPACEFP		Yes	11/3/2016	No	N/A	11	90-Day Access	114
Jeremy	McClelland	Dallas County Community College District Office	CAPPACEFP		Yes	10/21/2016	No	N/A	1	60-Day Access	127
Michael	Johnson	El Centro College	CAPPAEFP	Yes		10/20/2016	No	N/A	16	30-Day Access	128
Oscar	Bustos	Dallas County Community College District Office	CAPPAEFP	Yes		10/20/2016	No	N/A	7	90-Day Access	128
Robert	Glidwell	Southwest Baptist University	CAPPAEFP	Yes		10/19/2016	No	N/A	3	120-Day Access	129
Paul	Sealey	Texas Woman's University	CAPPAEFP	Yes		10/17/2016	Yes	Fail	26	120-Day Access	131
Michael	Phillips	Southwestern Baptist Theological Seminary	CAPPACEFP		Yes	10/17/2016	No	N/A	4	90-Day Access	131
Rosanna	Carvalho	Washburn University	CAPPACEFP		Yes	10/11/2016	No	N/A	25	150-Day Access	137
Lalit	Agarwal	University of Nebraska - Lincoln	CAPPACEFP		Yes	10/5/2016	No	N/A	19	120-Day Access	143
Matthew	Elgin	Southwestern Baptist Theological Seminary	CAPPACEFP		Yes	10/5/2016	No	N/A	2	60-Day Access	143
Gerry	Battles	Oklahoma State University	CAPPAEFP	Yes		10/4/2016	No	N/A	6	150-Day Access	144

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March 3, 2017**

First Name	Last Name	Institution	Coupon	EFP	CEFP	Date Purchased	Exam Taken?	Pass/Fail	# of accesses	period of last access	days since purchase
Matthew	Rom	University of Oklahoma	CAPPAEFP	Yes		10/4/2016	Yes	Pass	24	150-Day Access	144
Augustus	Anderson	Tarrant County College-South Campus	CAPPACEFP		Yes	9/29/2016	No	N/A	9	120-Day Access	149
Patrick	Peachee	Texas Woman's University	CAPPAEFP	Yes		9/28/2016	No	N/A	3	60-Day Access	150
Robert	Johnson	Creighton University	CAPPAEFP	Yes		9/15/2016	Yes	Pass	16	180-Day Access	163
Andrea	Hudgens	Saint Louis University	CAPPAEFP	Yes		9/14/2016	Yes	Pass	31	180-Day Access	164
Dagoberto	Rodriguez	University of Texas at San Antonio	CAPPACEFP		Yes	9/6/2016	No	N/A	2	30-Day Access	172
Brad	Poorman	McMurry University	CAPPACEFP		Yes	9/1/2016	Yes	Pass	22	180-Day Access	177
Debra Jean	Brozak	University of Nebraska at Omaha	CAPPACEFP		Yes	8/8/2016	Yes	Fail	117	180-Day Access	201
Hai	Dinh	University of Houston - Downtown	CAPPAEFP	Yes		8/5/2016	No	N/A	13	150-Day Access	204
Jason	Lambert	University of Texas Health Science Center at San Antonio	CAPPACEFP		Yes	7/23/2016	Yes	Pass	19	150-Day Access	217
Stan	Horrell	Metropolitan Community College	CAPPACEFP		Yes	7/21/2016	Yes	Pass	26	180-Day Access	219
Steven	Laube	Texas A & M University	CAPPAEFP	Yes		7/7/2016	Yes	Fail	5	180-Day Access	233
John	Burke	University of Houston - Victoria	CAPPACEFP		Yes	6/21/2016	Yes	Fail	6	180-Day Access	249
Robbie	Bryant	Southwest Baptist University	CAPPACEFP		Yes	6/20/2016	Yes	Fail	101	180-Day Access	250
Simon	Saavedra	Texas A & M University - Kingsville	CAPPACEFP		Yes	6/10/2016	Yes	Fail	98	180-Day Access	260
Ronnie	Gilley	Arkansas State University	CAPPACEFP		Yes	6/6/2016	No	N/A	19	90-Day Access	264
Larry	Morgan	University of Nebraska at Omaha	CAPPACEFP		Yes	6/1/2016	Yes	Pass	110	150-Day Access	269
Justin	Small	South Arkansas Community College	CAPPAEFP	Yes		5/31/2016	Yes	Fail	40	180-Day Access	270
Eric	Reimer	University of Houston - Downtown	CAPPAEFP	Yes		5/16/2016	Yes	Pass	7	120-Day Access	285
Robert	Marsh	Fort Bend ISD	CAPPACEFP		Yes	5/12/2016	No	N/A	6	60-Day Access	289
David	Bassham	Fort Bend ISD	CAPPACEFP		Yes	5/12/2016	No	N/A	2	30-Day Access	289
Samuel	Guth	Saint Louis Community College	CAPPACEFP		Yes	5/10/2016	No	N/A	1	30-Day Access	291
Kris	Zimmerman	University of Houston - Downtown	CAPPACEFP		Yes	5/10/2016	Yes	Pass	42	180-Day Access	291
Jeff	Sweeden	Oklahoma State University	CAPPACEFP		Yes	5/6/2016	Yes	Pass	125	150-Day Access	295
Neil	Crump	University of Texas at Austin	CAPPACEFP		Yes	4/19/2016	Yes	Pass	8	90-Day Access	312
Gerald	McClaskey	University of Kansas Main Campus	CAPPACEFP		Yes	4/19/2016	No	N/A	28	120-Day Access	312
Bruce	Hancock	University of Manitoba	CAPPACEFP		Yes	9/16/2015	Yes	Pass	0	NA	528
Please note that 30-day, 60-day, 90-day, 120-day, 150-day, 180-day											

In general, it takes between 4 and 5 months to complete the testing	6 of 7 users who failed the test were still accessing data 180 days after purchase. 5 of 11 users accessing data after 180 days passed the test 11 of 12 that passed the test were accessing data after 120 days.	13 have not taken the test, of 31 beyond 150 days from purchase.
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