



MINUTES

Executive Board

Monterey Hotel, Monterey
November 30, 2006

Members Present:

Paul Tuss, Jim Parker, Tom Barrett, Mary Tribbey, Bob Carlson, Kate Esposito,
Chun-Wu Li, Paula Carroll & Nazy Zargarpour & Irina Okhremtchouk

Members Absent:

None

Others Present:

Phil Morse

November 30, 2006 Notes from Meeting after CERA Conference

1) Review of CERA Conference

- a) CERA-sponsored New Test Coordinator workshop was successful.
- b) ETS to consider helping to sponsor more New Test Coordinator Workshops
- c) Attendance was up, more post-secondary attendees (want to increase attendance of post -secondary without alienating K-12 – have more break-outs)
- d) Quality of presentations – we can be selective
- e) Academics talking to practitioners is valuable

2) Planning for 2007 Conference:

- a) Survey on web for feedback – repeat
- b) Moderator's needed for rooms? Ask presenters if they liked it.
- c) Ask for monitors – recruit instead of using CERA Board
- d) Link multiple presenters in a workshop with phone number and email so they can make presentation arrangements
- e) Summary of evaluations to presenters?
- f) Presenters who are NO SHOWS?
- g) Presenters need to register for Conference + send Power Points to websites
- h) Detail on web with contact info – Mary
- i) Registrants' names – send to presenters
- j) Mary – call re technology for needs for presentation & let vendors know not to pitch
- k) Vendor-Only strand
- l) Announce paper earlier so attendees can hear – give good time slot

- m) Raise registration cost?
- n) More \$\$ from sponsors? 5,000- How many days to attend – review in January
- o) Need to check on % needed to maintain non-profit status
- p) Registration needed to be included in program
- q) Nov. 6 cut off for registration?
- r) Don't need to extend paper deadline (or presenter or hotel)
- s) Binder stuffing – don't leave during CDE presentation
- t) Board dinner on Thursday – positive
- u) Harcourt willing to sponsor beverages at reception

3. CDE's support of CERA increasing

- a. Jim will contact Deb earlier before conference

4. When does fiscal year end?

- a. Suggest March - Two returns in one year – Jim and Mary to discuss

5. Bylaws

- a. At next meeting in January, set up time and process to discuss

6. Executive Director for CERA?

- a. (Jim Stack?) Some tasks would go there. Negotiating contracts would save money.

7. 2007-08 Theme: Accountability

- a. "Educational Research to Inform Accountability Policy"
- b. Brainstorm Strands in January
- c. Suggested Key Note: David Berliner
- d. Panels – invite prominent researcher