



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*R. Scott Ralls, President*

June 30, 2008

**MEMORANDUM**

**TO:** Continuing Education Senior Administrators

**FROM:** Barbara Boyce  
State Director, Continuing Education

**SUBJECT:** New GroupWise List – CC Con Ed Registrars

**This memorandum supersedes CC08-147.** A new GroupWise CC list has been approved for the purpose of communicating with staff whose main function is oversight of day-to-day activities related to Continuing Education records, transcripts, ICR, attendance sheet, etc.

To populate the list, names should be provided to the college's GroupWise Administrator who will add the names to the local college list, named LL Con Ed Registrars. Your GroupWise Administrator will then populate the new CC Con Ed Registrars.

We are excited about this new means of sharing information. If you have questions, please contact Barbara Boyce at 919-807-7158 or [boyceb@nccommunitycolleges.edu](mailto:boyceb@nccommunitycolleges.edu).

c: Presidents  
Dr. Saundra Williams  
Ms. Willa Dickens  
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CC08-149  
Email