

Fall 2024 MACRAO Meeting Agenda

Virtual- via Zoom

Thursday, October 24, 2024 10 – 11 a.m. Mountain Time

Welcome - Alisha Schroeder, MACRAO President

Meet the Board of Directors

<https://www.macraomontana.org/board-of-directors.html>

Distance Learning Codes discussion with Susan Balter-Reitz & John Thunstrom

- The original definitions were too constraining and were limited to 3 options.
- The new definitions are to help students better understand the course requirements and how they engage in the course, and to help faculty and administrators best schedule courses.
- These conversations aligned with program modality discussions, residency, etc.
- New definitions can be found in BOR policy 303.7.2 <https://mus.edu/borpol/bor300/303-7.2.pdf>
- Attached please find the session codes excel file from John Thunstrom for coding in SIS from OCHE
 - It specifically addresses Banner coding – make sure your campus has these updated/created – they are reusing some session codes and have updated descriptions
 - He will reach out to MCC & DCC for specific guidance like he’s given to FVCC since they aren’t on Banner
 - **These codes NEED to be used no later than the fall 2025 schedules.**
- How getting the information out to campuses?
 - Last year Sue had a meeting with MACRAO and she had a workgroup of CAO, faculty, registrars, etc.
 - Each campus is working on their own strategies but she will get feedback from CAOs at their November meeting
 - MSU Billings might be ahead of the rest of MUS campuses
 - MSU has rolled their Fall 2025 schedule and recommend a full audit of old codes to clean-up. Working on guidance from their Provost’s office for default coding for unknown courses and working on communicating with colleges to update/make changes to their fall 2025 schedules.
 - Suggest each campus does audit to update and have link to definitions above
 - There might need to be internal reviews and adjustments to internal campus processes – does someone need to approve moving courses to completely online? etc.

Business Meeting

- Approval of Minutes from Spring 2024. Motion to approve from Heather (MT Tech), seconded by Tony (MSU). Motion carried.
- Treasurer’s Report
 - Checking on the 10-7-2024 statement was \$15,1815.78
 - Most expenses from June meeting and site license for our website.
 - CD is still on the 3-month term and it will be at \$11,014.59 on the 10-30-2424 maturity date
 - Motion to approve from Cassie (UM), seconded by Tony (MSU). Motion carried
- Reminder - \$50 annual institution dues from July 1, 2024 to June 30, 2025 to help us fund annual and monthly meetings.

- <https://www.macraomontana.org/annual-dues.html>

New Business/Discussion Topics

- We will continue to use Zoom for monthly meetings, unless it is a large meeting, then will use WebEx
- After this meeting will be sending out a Spring 2025 meeting survey – looking for feedback by the end of month/early November. Will add survey information about November & December monthly meetings.
- Discussion on monthly topics:
 - Keep residency on the radar – invite Ali/Hannah for case studies
 - Use the spring 2024 minutes for ideas
 - Discussion on when to have November BOR meeting update – cancel December & have it January
 - Discussion of a combined November monthly meet with IR/Financial Aid regarding Financial Value Transparency/Gainful Employment reporting – We know IR has a standing meeting Wednesday, November 13th at 10 a.m.

Motion to adjourn by Juan (SKC), seconded by Marika (Helena College). Motion carries.

Respectfully submitted by Dena Wagner-Fossen, Secretary/Treasurer