Montana Association of Collegiate Registrars & Admissions Officers

Spring 2013 Meeting Minutes

MSU-Northern

**Thursday, April 4, 2013**

Association President Dena Wagner-Fossen led introductions of the attendees including campus updates.

Motion to approve the minutes of the Fall 2012 meeting and Treasurer’s report was approved.

Undocumented Aliens: Ron Mufflick & Jessica Brubaker presented an update on OCHE’s policy on undocumented aliens. A referendum passed in the fall elections does not allow campuses to offer state services including admission to MUS and residential scholarships (effective January 1, 2013). In the meantime, campuses should continue to ask the citizenship/resident alien questions. It is not necessary to request additional documentation . OCHE does not intend to review current students. If there is a question regarding a student’s status, the appropriate legal should be contacted for a case-by case review. UM’s contact is Lucy France and MSU’s is Leslie Taylor.

Residency: Jessica reminded the group that the minimum credit policy for residency will revert back to 6 credits this next year. Tony Campeau suggested the policy be updated to allow two classes since many are 3-4 credits each. The six credit limit has been an issue for UM-Western because of their 4 credit block schedule. Jessica felt students can continue to overcome the presumption with clear evidence allowing campuses to make a residency decision. Dena Wagner-Fossen suggested adding a question to the transmittal form that Registrars’ can note – “Currently attending as instate” An updated OCHE residency brochure is still in process and will be sent out upon completion

Dual Enrollment: Lindsey Brown reported that North Dakota will not accept dual enrollment credit without documentation. Also, many of the private schools in Washington and Oregon are not accepting credits – i.e., those earned in Running Start Programs. Students who plan to transfer out of state should be aware of this.

Website: Kathy Williams and Amy Leary gave an update on the MACRAO website – [www.macraoonline.org](http://www.macraoonline.org). The MACRAO Members page contains all our campuses and logos. The Events page will list our meetings and other relevant conferences. Announcements will used to post important updates, etc. The password for the Membership Secure Area is “treasurestate” and it is fine to share within an institution. It contains live posts from the listserv and links to the Bylaws and minutes. New members can subscribe to the listserv using the Listserv page. A motion was passed to purchase a gift for Amy as a thank you for her hard work and effort.

Nursing Meeting: Held in January with the Board of Nursing. It is possible to be trained at a non-accredited institution and obtain a nursing license – i.e., military members. A review of prior learning policies is planned.

Veterans Affairs: Brenda York, Director of Veteran Affairs and Disability Services at MSU gave a presentation on current VA policies/changes:

* Presidential order was signed (Principles of Excellence) which changes reporting/tracking. There is a bill in the House and Senate that will allow military members to claim residency in any state. This would also include those receiving the G.I. Bill.
* VA website has information on who veterans can contact plus a financial literary piece
* Military credits – the challenge is how to explain that these credits may only apply as elective credit.
* Salute to Troops – advertise or use your website or develop a web center
* The Feds will save Yellow Ribbon but it is being pushed onto the states.
* Breana will email Tony Campeau the Principles of Excellence for the listerv.

The group gathered for dinner at the Duck Inn.

**Friday, April 5, 2013**

 Presentation-AACRAO SEM Conference: Kathy Williams attended a session on Noncognitive Assessment in Higher Education. Highlights of the session were:

* Eight factors are used to assess students plus three multiple choice questions and three open-ended questions.
* Questionnaire is used for the Gates Millennium Scholarship
* Montana Tech plans to implement this for the incoming class either during orientation or distributing it online.
* Presentation will be posted to the website.

Virtual Mentor Program: Kathy shared the value of establishing a virtual mentor program.

* The goal is to be proactive in providing services for distance students and to increase student success.
* Students are contacted the first week of classes to ensure they can access and log in to their classes
* Students receive friendly reminders and tips during the semester.
* Mentors will be hired for summer and fall-each mentoring 5-6 students; experience with online learning and a faculty recommendation is required.
* Mentors receive an $800 stipend paid by distance fees.
* Program assessment will be conducted through surveys and faculty evaluations.

K-20 Data Governance Council & Electronic High School Transcript Project: Cheri Johannes gave an update.

* More conversation is needed on what data is required on the transcript.
* K20 SLDS Grant – funding to select student transcript depository, create a Governance Council, develop tracking system and determination of data elements
* Timeline – service company selected and implemented by end of the year; timeline being driven by OPI.

Placement Work Group: Brittney Budeski reported the group is reviewing current campus assessment/placement tools to determine what is effective. The goal is to develop a system-wide assessment and placement policy.

Dual Application: Dena is working with OCHE to add a disability statement to the dual app.

Time was allowed for small group discussion broken down by Registrar and Admissions.

**Elections:**

* President Elect – Cheri Johannes
* Treasurer – Lou Laakso

Former President Elect Kathy Williams is now President and Dena Wagner-Fossen is now Past President.

**Association Business Meeting**

Fall meeting dates were decided – October 10-11, 2013. MSU-Bozeman agreed to host the Fall 13 conference. It was decided that Friday breakfast is not required. Most members have breakfast at their hotel.

Meeting adjourned.