

# **Montana Association of Collegiate Registrars & Admissions Officers Spring 2008 Meeting Minutes MSU-Great Falls COT**

## **THURSDAY, April 3, 2008**

Association President Lane Holte asked those present to introduce themselves and to provide a summary of their 2008 enrollment.

Jason Karch led a discussion on ethical issues for the Registrar. He cited a California school that lost their accreditation because of their failure to adhere to institutional policies. It wasn't based on a single violation but rather an accumulation of policy exceptions and general sloppiness. Members gave examples of possible policies exceptions at their institutions – i.e., allowing students to drop after the last date, changing grades after deadlines, etc. It was mentioned that sometime we have no control over decisions made that deviate from institutional policies. The questions then becomes how far you are willing to take on an issue, does this threaten your job, etc.

Dannette Sullivan (National Student Clearinghouse) presented an update on their services. There is now an electronic transfer exchange available with 3,200 institutions currently participating. Campus can send transcripts to the Clearinghouse for transmittal to other institutions in a secure manner. There is the ability to designate delivery mailboxes – i.e., Registrar, Admission, Graduate School. A registry is being built to indicate the level of each school's participation – send transcripts, receive or both. There is no cost if you are a member; nonmembers pay ten cents x headcount.

Bill McGregor (OCHE) provided an update on the progress of the transfer initiative. There are sixteen faculty councils consisting of faculty from the MUS schools as well as the tribal and private schools. Their purpose is to examine individual transferable courses and reach consensus about appropriate learning outcomes for each one. Once courses are approved, they are presented to campuses for feedback. An additional council is being formed to view schemes and equivalencies and to send any problems back to faculty for a second review. The ultimate decision on courses lies with the coordination council. The goal is to have the approved courses in the Fall 2009 catalog. Bill also mentioned there is a web portal and discussion board on the OCHE website that can be accessed for additional information. The next steps of the initiative include providing stipends for faculty during the summer and the establishing an assessment protocol. MACRAO members raised many concerns on common course numbering: system restrictions, timeline to implement the initiative and staffing/cost issues. Bill suggested MACRO present a position paper addressing these concerns to Sheila Stearns. Cheri Johannes agreed to prepare the draft for review by the members.

## **Friday, April 4, 2008**

Roger Barber reported there were no new major initiatives at OCHE. The transfer initiative has been the biggest priority as well as planning for the upcoming legislative session. Searches are in progress for Roger and Arlene Parisot. Interviews are being conducted for Roger's position with an anticipated decision in early May. As a result of the heightened interest in two year education (i.e, Bitterroot campus), Arlene's position was changed to Deputy Commissioner of Two Year Education. A national search is in progress with a decision hopefully by June 1<sup>st</sup>.

Roger also mentioned that Montana has made the short list for funding from the Lumina Foundation. Grants are available to assist states in providing affordable educational opportunities to their citizens. We are on a list of ten states of which three will be selected. Lumina is very interested in the structure of our two year campus and the tribal colleges. OCHE is meeting with Lumina in June.

Other items addressed by Roger are as follows:

- He has been meeting with campuses to check on the implementation of the BOR system of controls policy. The meetings are to collect feedback from the campuses and are not intended to be punitive.
- The general education pathways report prepared by the campuses has provided powerful information to the legislature on how students transfer in Montana. It was no surprise that the MUS core is not being used. Some campuses reported difficulty in generating the data for the report. It was suggested that a Banner person be identified for the MSU and UM schools to assist with future data requests.
- Survey of the group to see which campuses are posting the transfer core on their transcripts. Bozeman stated they certify core on the transmittal form. A request was made to add a phone number to the transmittal form. A new pdf file will be sent to members with this correction. Members also agreed that an IEP in a student's file should probably not be sent with the transmittal form/materials.
- The group was surveyed to see who accepts the universal common application.

Lou Laakso reported that our bylaws include payment of conference/travel costs for the President to attend PACRAO. Jason Karch, Tony Campeau and Lane Holte volunteered to review the bylaws by the Fall 2008 meeting. Lou reminded members that PACRAO will be held in Portland this November.

A new common tech prep transcript is now housed through Flathead Valley Community College. Students requesting transcripts should contact FVCC. Bill Roope (FVCC) and Kathy White (COT Billings) are the coordinators.

There was a discussion on the possibility of aligning our meetings with other conferences such as MOPSOC – would they be willing to change their meeting so some of their members can also attend MACRAO.

### **ASSOCIATION BUSINESS MEETING**

Association Lane Holte opened the MACRAO Business meeting.

Motion to approve the minutes of the Fall 2007 MACRAO meeting and the Treasurers report was approved. There was a discussion on ways MACRAO could use some of our available funds (speakers, etc.)

It was mentioned that Ed Johnson (Montana Tech) has retired and is looking forward to phase two in his life – splitting his time between Montana and Colorado.

Election of new officers was held:

- Cheri Johannes – President
- Catherine Redhead – VP Four Year Campus
- Ted Whitford – VP Two Year Campus
- Lou Laakso – Secretary/Treasurer

Fall 2008 meeting dates were approved: **October 23-24, 2008**. UM-Missoula agreed to host the conference.

Meeting adjourned.