

# Montana Association of Collegiate Registrars & Admissions Officers Spring 2007 Meeting Minutes MSU-Billings

Thursday, March 29, 2007

Deanna McNabb, Association President opened the meeting with a welcome and introductions to those present.

Dr. Jeffrey Sanders from MSU-Billings Native American Studies gave a presentation on Culture & Communication/Behavior.

Dannette Sullivan provided an update on the National Clearinghouse services. The student tracker system can determine where non-enrolled students went. OCHE pays for this service so there is no charge to the campuses. She recommended that campuses consider degree verification as it provides complete data and the cost is charged to the consumer. She also suggested that campuses using the Transcript Ordering System provide a link from their website to the Clearinghouse.

A discussion on records management was led by Bonnie Ashley. There are a number of resources available for campuses including AACRAO and ARMA-Big Sky Chapter (Association of Information Management Professionals). Campuses shared how records were managed and what imaging systems were being used. The importance of a disaster recovery system was stressed – i.e., MSU-Bozeman's records are stored on a server in Helena. It was suggested that a survey of campus practices be conducted as well as the possibility of joining NARMA.

Additional items for discussion:

- Tech Prep –The program may move in a new direction with “clusters” at the State level instead of districts. There is a meeting in April to discuss future changes to the program.
- IPEDS – New information is being requested, however, the Dept of Education is rethinking this and it is currently on hold.

The group met for dinner at Bruno's

Friday, March 30, 2007

Roger Barber provided an update from OCHE:

- MUS Core - It has been reviewed and operational rules have been established. The most significant change is the requirement to complete one course with Native American content. The list of approved MUS core courses by campus is now available on OCHE's website. A learning outcomes assessment piece is the next project.
- Transferability – Data has been provided to the Legislature with additional assessment to be collected beginning this summer. Campuses should be mindful of the three pathways of transfer outlined in the Regent's transfer policy.
- Provisional Admission/Writing Proficiency – Guidelines have been adopted which places a timeline for students who have provisionally admitted to meet the requirement. If students

fail to meet the timeline, they must attend a two-year program. Students can be admitted provisionally through the transition. Effective Fall 2009, students can not be admitted without demonstrating writing proficiency. Letters have been developed for students who have been provisionally admitted. An online database is being proposed so campuses can query for student scores. The writing project may disappear once ACT/SAT scores are validated. Campuses will be using test scores for placement into courses.

- Remedial Education Draft – policy will be presented to the BOR this fall. It identifies which institutions may offer remedial coursework and an appropriate course numbering system.
- Legislature – Tuition has been held flat for the next two years. An initiative is on the Governor's desk for distance education, equipment & workforce programs. Currently it has been reduced by one third but this could change. The proposed Bitterroot Community College was successful in gathering signatures and elections are scheduled in May - very possible this proposal will succeed.

Tyler Trevor presented data on MUS Distance Education (headcount & FTE) as well as the MUS enrollment reporting cycle. He asked campuses for recommendations regarding the reporting dates.

#### MACRAO Business Meeting

- The Treasurer's report (minutes of Fall 2006 and finance report) was reviewed and approved.
- Elections of officers:
  - President – Lane Holte
  - VP-4 Year – Cheri Johannes
  - VP-2 Year – Lisa Blunt
  - Treasure – Lou Laakso
- UM-Western was selected as the site for the Fall 2007 meeting to be held Oct 25-26.

Meeting adjourned.

Submitted by: Lou Laakso, Treasurer