

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

Monday – April 3, 2023 1:00 p.m. – 5:00 p.m.

Host: The University of Montana, University Center

Introductions

- Various attendees

Greeting

- UM President Seth Bodnar and and Provost Pardis Mahdavi
- Discussed partnerships and building on strengths

Campus Updates

Dawson CC

- They have more snow that Missoula does
- They have a new building for dorms as they are seeing that as an expanding population
- Have 2 faculty retiring after 31 years in math and chemistry and currently searching for 7 faculty for fall start
- They have a new president, dean of finance, new HR – bringing new ideas and lots of projects and lots of committee work
- Working on training new help in the office

UM

- 40% done with Courseleaf launch – catalog software
- Their banner cloud migration has been painful – trying to move to banner 9 baseline since they have been so modified
- Discussion about Banner 9 and cloud affect the other campuses – Dawson, etc.
- They are working on commencement in May
- Office is fully staffed
- Audit with NSLDS and NSC and state audit with Financial Aid

Univ of Providence

- Switching from Banner to Jenezbar for implementation for Fall 2024
- No Degreeworks/no BDM
- Received a generous donation from traditional BSN and have a relationship with Turro
- Kerri K is back as Registrar
- Beth retired and have a 'new' Beth
- Lots of new staff on campus
- Registrar and Admissions offices are fully staffed
- April 29th is graduation

MSU - Registrar

- MSU moved all 4 campuses to cloud already
- E-transcripts are live with thanks to UM for sharing hold for grades issues – were told it would take 6 weeks and took 14 months
- 65% of their freshman have college credit

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

- Drop/add process is through My Info and includes a LDA – automated process
- Launching EAB Navigate for all 4 campuses
- Restructuring office – 2 assistant registrars coming soon
- Health & Wellness building about a year out to open, Nursing getting new buildings
- Have a seen increase in fall to spring retention – highest it is has been in decade – thinking NAVMSU has had an impact

MSU - Admissions

- New OCR for transcripts and new CRM coming
- Banner 9 fully implemented
- Almost fully staffed

MSU Billings - Registrar

- Still have staff openings
- Lots of initiatives - Sprint, 2nd Chance Pell, WICHE Passport, course sharing
- Working on commencement and day-to-day work
- Lots of positive energy on campus and it is exciting
- Lots of people working really, really hard
- Part of the 4 campus implementation of Navigate – early alerts, retention, student athletes
- Want to visit with UM about summer parts of term

MSU Billings - Admissions

- Signed contract (almost done) with for new Admissions CRM – Anthology
- Worked with MSU staff to create an Admissions Checklist in My Info like MSU
- Only 1 processor in Admissions
- Worked on 2nd Chance Pell

Tech

- Moving to Banner cloud after UM
- Planner is in DW not NAV currently
- Short staffed

Great Falls College MSU

- 4 new programs – including a new Technical Studies
- Worked with MSU staff to create an Admissions Checklist in My Info like MSU
- Mary Kay is retiring and will hire someone in HR & Student Affairs, not a combined position again
- Lots of retirements and opening this past year
- 2nd Chance Pell live at 2nd block of spring
- And exciting news – we are the River Otters!

MCC

- Working on transfer pathways for Ag with MSU
- 1st summer term with multiple parts of term
- Working on graduation

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

Western

- New projects: waitlisting, sending electronic transcripts, visited Tech to see how to use Degreeworks
- Fully staffed and approved to hire front desk
- Looking at BDM and Courseleaf

SKC

- Today is the first day for spring quarter
- They are an Interstate Passport school for 1 ½ years
- Having summer quarter discussions
- Advertising for Academic VP
- Admissions Asst Director – changed jobs
- December to Jenezbar and to cloud soon is delayed
- Have new/more housing options
- Have graduated their 1st masters in education cohort (have 2 master's programs)
- Hosting Tribal college tour/fair on Wednesday

fvcc

- Fall registration opens today
- In November the new college center opens and they will hold commencement there and excited about hosting other events/speakers
- VP of Academic Affairs has retired

Open Discussion

E-transcripts

- Hold of grades/hold for diploma/degree – turn off as it is too hard with electronic
- UM & MSU moved away from it as it sits in queue and wait – then bogged down pre-orders
- Suggest dedicated printer to print transcripts overnight
- NSC is mostly used by everyone for electronic transcripts – not Parchment as they charge

OCHE Updates - Hannah Tokerud (Residency), Eric Meredith, John Thunstrom, Scott Lemon, and Joe Thiel

Eric Meredith

- Asked about the PDP data use – the data is uploaded, may use it for grants
- MUS ID project
 - Been working with IT folks on campuses as there is a bill for data sharing between OPI, MUS & Workforce
 - The unique ID maybe more important in the future
 - MCAS ID is not being tracked on all campuses – please consider adding into Axiom loads
- The link will take you to an information page that explains what exactly the PSEO is. To go to the dashboard click on the PSEO Explorer in the upper left hand corner of the screen under “Applications”. Once on the explorer you can navigate to the Montana schools by changing the state to Montana and changing the institution to your choice. Please share with this with whoever you like, it is public data. [Post-Secondary Employment Outcomes \(PSEO\) \(census.gov\)](https://www.census.gov/pseos/post-secondary-employment-outcomes)

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

- The census bureau links to dashboard – follows graduates and tracks wages – state/industry/national for 10 years
- Just loaded last 2 years and it is approx 6 months behind
- Not all states are reporting – about 26 states but MT has the highest number and Eric loaded for the entire state

Hannah Tokerud

- There have been a record of residency appeals at OCHE with 37 with the majority from UM and then MSU and 7 went to the BOR in November and the commissioner's decision stood. 10 included reversal of campus decisions
 - Explained the reasons for the reversals with examples
- Spring 2023 there have been 16 appeals with the majority from UM – 4 campus reversals and 3 pending
- Themes in appeals:
 - Professional student appealing
 - Employment is being seen over and over
 - Voter registration – not voting by still on voter rolls in other state
 - Financial dependence vs independent
 - Untimely motor vehicle title/registrations
- There is workgroup on the BOR residency policy
 - Working on changes
 - Looking for campus feedback
 - Will go to budget committee of BOR & then to May BOR meeting
- Once policy updated expect new training, new guidelines, new petition, new procedures – expects updates throughout the year at MACRAO monthly meetings
- Remember the role at the campus is to enforce policy and the commissioner has the discretion as part of appeal. Initial decision is Admissions, then campus appeals, then to OCHE.
- Tuition waiver policies are also in discussion and WUE since each campus awards it a bit differently
- Hannah reviewed the 3/28/2023 policy rewrite/draft and discussion ensued
- The One MUS application questions have been adjusted for July 1st implementation pending BOR approval of policy change.
 - Direct your campus residency links to OCHE website as that has been updated
 - Give feedback to Hannah or workgroup members
 - Hannah & Ali are always resources if the campus has questions

Dinner at [Cranky Sam Public House](#)

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

Tuesday – April 4, 2023 8:00 a.m. – 12:00 p.m.
Host: The University of Montana, University Center

Round Table Topics

Safety & Security questions

- Legal and OCHE worked with MSU and okayed MSU piloting changes to the SQ questions with their online application - used for fall 2024 freshman applications
- MSU will report out after cycle

2nd Chance Pell

- Part of the Experiential Prison Education Program (PEP) and July 1st becomes part of law and process change
- Billings has a cohort going and looking at a next cohort
- Can't count those numbers in IPEDS
- The 4 test sites are Billings, Great Falls College, Dawson & Helena College
- Maybe we could have future discussion after the PEP changes July 1st

Transmittals

- The policy and form are BOR driven
- How can we change it?
- Could we make it digital? Maybe print/scan/secure box or transfer options?
- Campuses have tried to fax and have had issues getting the entire file to send
- Potential options but cost needs to be reviewed - BDM/Banner Workflow, DocuSign, Box (no longer used by MSU schools), Sharepoint, Zixmail, <https://mt.accessgov.com/registered>, <https://www.mus.edu/securemail.html>
- How do we share – could we use the warehouse? Or Tableau server with a combined view?
- Maybe a student applies but then how are the documents shared? How is the transfer processed?
- Create a workgroup
 - Work on process/procedure and how send/share information
 - Work on form – address both the BOR policy & form
 - How document the Prevention Education requirement?
 - Include OCHE legal
 - Those interested: Maria, Erin, Amy, Dena/Kellei

Quottly

- Course sharing software recently acquired by Parchment
- Home is the degree seeking school & teaching institution is transcribing the course
- How easy is it to get transfer credits?
- It has been funded at system level
- UM, Helena and MCC started pilot
- Tech is next, Western is summer 2023 and MSU B is next
- There has been some issue with course registration at home/host – it is more manual
- Need to know who's offering what and when students add/drop
- It is mostly hands free and admits and puts on cohort code and enrolls the student
- Growing pains as more using it – more issues to iron out

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

- They expect it out dovetail into system wide LMS
- Western has had issues with course searching errors and there appears to be a 24-26 hour lag
- Timing of releasing the schedules important to assist advising
- Current campus students have 1st dibs then open slots are put out for other campus' students
- How do we determine earlier which classes are being offered sooner?
- Could schedule be viewable a couple of weeks before registration opens?
- It really becomes a discussion about the culture of the campus of when course schedule is available and when course is decided to be put on Quottly by departments/divisions
- Joe Thiel is OCHE system lead
- Scott Lemmon OCHE system strategic help at OCHE level

CCC Online <https://www.ccconline.org/>

- Has been a Dawson partner and they are restructuring and no longer a consortium
- Each college with do their own thing
- Dawson will have a few fall 2023 CCC online courses and probably done in spring of 2024

Advanced Enrollment Reporting with NSC

- New to UM for Spring 2023
- As soon as registration opens they submit to NSC and hope to reduce number of enrollment verifications
- Means they get their data into NSC earlier
- Brenda from UM will send out how to do this to MACRAO

Sprint degrees

- <https://www.mus.edu/che/grc/factsheets/sprint-degrees.html>
- <https://applymontana.mus.edu/sprint-degrees/index.html>
- MSUB has Paramedic and Human Services
- Great Falls College has Surg Tech
- There is scholarship money – state funds vs industry funds and industry funds may have criteria to work to get the funds

FAFSA

- Lots changes coming – FASFA delayed until December 2023
- Lots of changes to Banner/SIS processes

Wellness Presentation – Kayli Julius, NBHWC – Wellness Director at UM

- Work Life Balance & Well-Being presentation

Business Meeting

Called to order at 11 a.m. by Virginia Boysun, President

Conference vs monthly meeting discussion

- Discussion that we need to keep virtual options for those unable to attend in person
- Discussed monthly updates vs bi-annual meetings

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

- Should bi-annual stay two ½ days, or change to 1 full day then ½ day or have 1 face-to-face and 1 virtual only so people only have to travel once year
- Special thank you to Troy for his work for multiple years on the Exec Board
- If go to 1 per year face to face meeting – then we need members to try to commit to attend and try to have a physical presence – there is value in conversations outside the meeting
- Goal to increase participation and attendance
- Discussed having a survey to find out better dates fall/spring. In the past it has been Oct/Apr but maybe end of May or early June is better time? Maybe 2 full days or 1 ½ days? Maybe 1 face to face & other virtual?
- Everyone supported keeping the monthly MACRAO topics – put on calendars and then cancel laer
 - May – Keegan reporting on AACRAO
 - 2 times per year have residency updates – spring/fall
 - Cancel monthly meetings the month we have conferences/regular meetings

New Business/Discussion Topics

Constitution/Bylaws

- Tony from MSU moved to approve the Constitution & Bylaws as presented with the mark up. Heather from Tech seconded. Motion passed unanimously.

Election of Officers

- Virginia Boysun from Dawson will move from President to Past-President.
- Troy has resigned from Technology Officer

- Troy from UM nominated Cassie Williams from UM for Technology Officer, Maria seconded. Moved to approve by Tony from MSU & Troy from UM seconded. Motion carried.

- Troy from UM nominated Keegan Foss from UP for President, Drew from UP seconded. Motion carried.

- Cheri from MSUB nominated Dena Wagner-Fossen from GFC MSU for Secretary/Treasurer. Tony from MSU seconded, Motion carried.

- Heather from MSUB nominated Ed Brown from MSUB for President-Elect. Tony from MSU seconded. Dena from GFC nominated Alisha Schroeder from MSUN for President-Elect, Tony from MSU seconded. Both accepted nominations, then Ed withdrew his nomination. Dena moved to elect Alisha Schroeder from MSUN President-Elect, Tony from MSU seconded. Motion carried.

Bank authority

- Cheri from MSUB moved to approve both Dena Wagner-Fossen & Keegan Fosse to have signing authority on the MACRAO accounts with Wells Fargo and remove all other signers. Second by Drew from UP. Motion carried.

Treasurer's Report

- Our checking account balance was \$19,580.63 on 3/7/3023. That includes the \$5000 grant from OCHE.
- The CD is over \$10,000 still renewing for 3-month term

Spring 2023 MACRAO Meeting Minutes
Missoula In-Person & Virtual
Monday, April 3, 2023 – Tuesday, April 4, 2023

- We had some outstanding expenses from 2018 that were reconciled. Specifically, the cost to for the service to host our website renews every 2 years, and UM Registrar’s office had been paying it since 2018. The URL for our website needs to be renewed every 10 years. UM has been reimbursed and with the MACRAO credit card, this issue should not occur again.
- We also paid Keegan’s registration and flight for him to attend AACRAO this spring.
- Troy from UM moved to approve the report, Maria from UM seconded. Motion carried
- Discussion with the OCHE grant going away and us not charging for the MACRAO meeting, that we will be assessing the \$50 per institution fee for membership.

Old Business/Approve Minutes

- Tony from MSU moved to approve the Fall 2022 minutes, Heather from Tech seconded. Motion carried.
- Special thank you to Virginia for her leadership this past year as President
- Thank you to UM for hosting meeting.

Motion from Tony from MSU to adjourn. Jessie from UM seconded. Motion carried.

Respectfully submitted by Dena Wagner-Fossen, Secretary/Treasurer