

# MACRAO INSIDER

MICHIGAN ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

## PRESIDENT'S CORNER

As I reflect back on my two years as President of MACRAO, many things come to mind. The most important is how grateful I am to have been given the opportunity to serve in this capacity. Working with so many special people across the state has been the experience of a lifetime. Thank you all.



Before I transition to Past President, I have a few messages I would like to share...



Local Arrangements Committee, thank you for devoting your time, energy and presenting the membership with the Social Event of the Year! From what I have heard and read in the conference program, it's going to be an amazing conference; @ [MACRAO...r u #ready?](#)

Committee Chairs and Members, thank you for your endless enthusiasm and creativity all year. Without you taking the lead, the Association could not possibly offer the many leadership opportunities, awards and events to our membership. Keep up the momentum!

Executive Committee, thank you for your continued dedication and passion, and for stepping up when needed. You are all shining stars and I can't thank you enough!

Membership, thank you for your phone calls and emails sharing your comments, questions and concerns regarding the new and proposed regulations. Your efforts to protect your students and institutions are admirable.

New Members, I had the pleasure of meeting some of you at the New Professionals Workshop this past August. As I mentioned to those in attendance, get involved in MACRAO; you won't regret it.

Paul Robinson, Executive Director and University Registrar at the University of Michigan and my supervisor, thank you for allowing me to participate in MACRAO's leadership opportunities and your continued support.

And to my wonderful husband, John, thank you for your understanding during those times MACRAO came first.

Signing off...Debbie Harju

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## LEGISLATIVE ISSUES UPDATE

Dear Colleagues:

MACRAO's Executive Committee (EC) has been in discussion with the [Presidents Council](#) (PC) over concerns surrounding the annual report of denied transfer credits by the 15 public universities. The PC lobbies on behalf of the 15 publics; because MACRAO is primarily a professional development and networking association, we do not have a lobbying wing, so we implored the assistance of the PC on our behalf.

MACRAO's primary concerns, as expressed by fellow members, included clarification on what is to be reported by February 15, 2012 (i.e., are we reporting the entire academic year for 11-12, just fall term, etc.). Additionally, clarification was needed on what constitutes reporting based on "program" (i.e., a large number of students are admitted without declaring a program). The most important issue MACRAO's EC wanted the Presidents Council to lobby on our behalf was a reduction in what was needed to be reported (i.e., not reporting remedial credits, credits from unaccredited institutions, etc.).

After receiving a response from the rep at the Presidents Council, I sent MACRAO's EC a summary email (please see below).

As an FYI, the Presidents Council will be approving a standard template for the 15 publics to use at an October 31st meeting. I will forward this on as soon as I receive it.

On a separate matter, the Department of Defense (DoD) just posted clarifications to their [web site](#) on the new Memorandum of Understanding (MOU) recently mandated for institutions to continue to receive DoD tuition assistance dollars. Please refer to the attached document for a review of these important notes.

I will be providing further information on this and many other concerns at my legislative update session at the [annual conference](#) on Friday, November 4th; I hope to see you there!

Regards,  
John Meldrum  
Chair, MACRAO Legislative Issues Committee

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Hi All,

The rep from the Presidents Council responded to MACRAO's EC concerns. There's the good, the bad, and the ugly:

- 1) **The good:** Depending on the legislature, and if the moon is in the seventh house and Jupiter aligns with Mars, this reporting regulation may not be in the FY13 bill and future bills; thus, universities should not be too swift to hire permanent staff to meet compliance.
- 2) **The bad:** The 15 publics need only report on **enrolled** new students for the term in which they were admitted, be it fall or winter. The "program" referred in the legislation refers to an academic department, for which must be reported (e.g., ENG 301: Shakespeare = reported "program" as English; the template will assist with this). The 15 publics do not need to report rejecting remedial classes or courses taken at colleges/universities outside the State of Michigan. The report must include a list of rejected transfers from non-accredited institutions in the state.
- 3) **The ugly:** For the report due this February, it must include all rejected transfers meeting the specified criteria (i.e., rejected non-remedial courses taken at a Michigan higher education institution, accredited or non-accredited) from this past fall and upcoming winter terms. This almost certainly means the 15 publics will have to divert staff duties, or hire and train a temporary employee, relatively soon to quickly meet the deadline.

Let me know if you have any questions or need further clarifications.

Thanks,

John

# MCAN'S COLLEGE APPLICATION WEEK



MACRAO Members,

On behalf of the MACRAO Executive Committee, I wanted to let you know that your help is needed for a very important state initiative!!!!

As you know, the Michigan College Access Network (MCAN) has been actively involved in the past few years on increasing college access for Michigan high school students through many activities. MACRAO has been involved in many of these initiatives. Now they really need our help. The week of November 14-18, 2011 will be College Application Week and they need volunteers.

What College Application week is about is working with high school students to help them apply for college, especially lower income students and/or students who would be a first generation college student. This is an initiative that is already in place in several states and there is a national committee promoting this as an event in all states. Michigan and Minnesota are coming on board this year.

There will be 38 high schools involved in this first phase and the hope is within 5 years to have it in place in all public high schools. The 38 high schools for this year are all schools where there is a College Advising Corps member who is already doing some preliminary work with the students. The goal during that week is to have every senior apply to at least one college or university. They need volunteers from 2-year, 4-year, public, and private institutions to sign up for at least one 4-hour block (if not more) to sit with these students and assist them as they complete an on-line admissions application. It has been found that the number one reason a student does not apply to college is that he/she does not know how.

As a volunteer you will certainly be representing your institution and could answer any questions, but your main focus will be to assist each student no matter what college/university he/she would like to apply to.

Information about the College Application Week is found on the MCAN web site under [Events](#), including the link to the form to volunteer under the VOLUNTEER section entitled "Volunteer availability survey". This form lists the 38 schools involved and allows users to select their available time(s) and the high school(s) they would like to work with.

Also during this week, for students who qualify, there will be requests for waivers of the application fee. The form that will be used is the National Association for College Admission Counseling (NACAC) form entitled "[Request for Admission Application Fee Waiver form](#)".

We hope many of you will volunteer for this very important event. This initiative is important for higher education in Michigan but most importantly for all the high school students we will be assisting.

[Karen E. Hutslar](#)

## Guest Application updated

The Michigan Uniform Guest Application has been updated! Download the most current form : <http://www.macrao.org/Publications/MichiganUniformGuestApplication.pdf>

# CEPI UPDATE

Hello MACRAO members,

Recently, the MACRAO UIC Committee met with CEPI for an update on current and upcoming issues. Here are some highlights from the meeting:

- Because UIC resolution was not “on” during the last UIC collection window, there are 57,000 UICs needing resolution. The process to resolve these UICs is called “Mass Linking”. Mass linking training will be available soon, as will a report for each college so that you can know how many UICs need resolving by your institution and the effort involved.
- UIC resolution will be “turned on” for the next UIC window. However, due to the number of UICs involved in the mass linking issue, the UIC Committee recommended that the UIC window not open until after mass linking cleanup has occurred, as unresolved UICs could exacerbate the UICs needing resolution during the next window.
- UIC resolution and linking training and documentation will be available soon.
- There will be a new field added to the STARR data. CEPI calls the field ‘opt-out’, but we all probably know this better as a directory restriction flag, i.e. has the student invoked directory restrictions.

CEPI will be attending the MACRAO conference for Session 2.3 “Over The Hump Or Still Frustrated? Let’s Talk UICs and STARR Data!” on Thursday, November 3, 2011 from 1:40pm to 2:30pm to go over the above topics, give specific dates as to when reports and training materials will be available, and to identify windows for submission for UIC and STARR data. CEPI will also respond to the “MACRAO Membership feedback to CEPI regarding the IHE Request for UIC process and STARR data collection”. (View the membership feedback here: <https://www.macrao.org/Committees/News.asp#UIC>)

If you have any questions or concerns, please let me know.

Thanks,

[Kristin Schuette](#)

## Check out the MACRAO Website

The MACRAO website ([www.MACRAO.org](http://www.MACRAO.org)) is a great resource for the membership as well as the community. You’ll be impressed to see the wealth of information posted. Whether you are looking for:

- Events
- Committee updates
- Legislative updates
- Reports and surveys
- Member Institutions
- MACRAO Membership directory
- and much more...

It’s all there. Check the website regularly for important information and opportunities to get involved!

# 2011 ANNUAL MACRAO CONFERENCE



**November 2-4, 2011**

**Inn at St. John's**

**44045 Five Mile Road**

**@MACRAO...r u #ready Plymouth, Michigan 48170**

Social media is rapidly becoming “the” communication medium of the 21<sup>st</sup> century. Acronyms (BTW, FB, LI, LOL), symbols (  ,  ,  #,  ) and terms (friend, likes, tags, posts) are part of a new language. What’s it all mean? How is your institution responding? What impact does it have on your brand? These questions, among others, are a byproduct of the **2.0** revolution. MACRAO has a longstanding reputation of being forward-thinking. Let’s continue our momentum by exploring social media and its role in higher education. You can help make this happen by sharing your knowledge at the [2011 Annual Conference](#).

This year we are committed to offering you a professional, personal, and team development experience at the beautiful Inn at St. John’s, Plymouth, MI. Register now, this is definitely the conference you won’t want to miss!

Questions? Please contact Katherine McMullen at [kmmcmull@oaklandcc.edu](mailto:kmmcmull@oaklandcc.edu)

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## 2011 NOMINATIONS COMMITTEE REPORT

The 2011 Nomination Committee has submitted the following slate of candidates to be voted on by the membership at the business meeting on November 3rd during the Annual Conference:

Vice President: Christopher Marx, Davenport University  
Treasurer: Chris Bedz, the University of Michigan – Ann Arbor

2012 Nomination Committee

Representing a 4-year institution: Steve Shablin, Oakland University  
Representing a 2-year institution: Sara Hill, Grand Rapids Community College  
Representing a private institution: Donna Milham, Davenport University

Also on the 2012 Nomination committee will be the 3 active past-presidents, which will be Debbie Harju (chair), Karen Hutslar, and Paula Dykstra.

Members of the 2011 Nomination Committee were William Daniels from Western Michigan University (representing a 4-year institution); Paula Dykstra from the University of Detroit Mercy (Past President); Noreen Ferguson from Lawrence Technological University (representing a private college/university); Karen Hutslar from Central Michigan University (Chair and Past President); Crystal Napier from Henry Ford Community College (representing a 2-year institution); and Carol Taberski from Northwestern Michigan College (Past President).

# EXECUTIVE COMMITTEE NOMINATIONS

## VICE PRESIDENT NOMINEE.... CHRISTOPHER MARX

Christopher Marx is the Director of Transfer Articulation for Davenport University. Chris began his career at Davenport 22 years ago as an adjunct faculty member at the Battle Creek campus. He has held multiple positions in the area of enrollment and student services and eventually was responsible for these functions at both the Battle Creek and Kalamazoo campuses. In 2000 he joined the University enrollment and student services team to help support admissions, academic advising and financial aid at all locations of Davenport University



In 2005, as the Registrar's Office was being centralized, Chris took on the newly created position of Director of Transfer Articulation. In his role as Director of Transfer Articulation Chris is responsible for building and maintaining relationships with community colleges, career/tech centers, and high schools across the State as well as with Davenport's corporate, Canadian and international partners.

Chris has been involved in MACRAO for many years and is currently a member of the College Articulation Committee. He served as this Committee's Chair in 2008. He is also the Chair of the Ad Hoc Sustainability Committee. Chris has given many presentations at the MACRAO Annual Fall Conference, the Summer Summit as well as at TRENDS and MBEA conferences.

Chris received his Bachelor's degree in Secondary Education from Michigan State University, his Master of Business Administration degree and Master of Arts in Counselor Education/Counseling Psychology from Western Michigan University.

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## TREASURER NOMINEE..... CHRIS BEDZ



Chris Bedz is the Assistant University Registrar at the University of Michigan Ann Arbor and has held that position since 2000. Her current role includes management of the Residency Classification unit, Human Resources and staff development, and communications. She was previously responsible for Records, Enrollment, Student Services, Transcripts, Certification, Tuition and Fees departments. She is currently co-chair, Tuition Refund Insurance Committee, a member of the Academic Services Board and a Critical Incidents Contact for the University.

Before moving to UM Ann Arbor, she earned a Bachelor of Arts (1978) and Master of Business Administration (1990) from Wayne State University, and previously held positions in Records, Registration, Student Accounts, Payroll, Information Technology and Financial Aid at Wayne State University. She began her career in the Registrar's Office right out of high school as a student assistant in the Records Office. She had no idea how that temporary job would evolve into a lifetime of opportunities in higher education. At Wayne State, she served on the Steering Committee (Student Accounts rep) for the AMS SIS User Group from 1988-1990.

# MACRAO ANNUAL GIVING

In keeping with MACRAO's tradition of giving back, this year our efforts will focus on Metropolitan Detroit's homeless population by donating to the Coalition On Temporary Shelter (COTS). COTS provides an array of services that enable people to achieve self-sufficiency and obtain quality affordable housing. COTS also advocates for long-term solutions to the problems of homelessness.

Michigan is ranked fifth in national homelessness polls. On an average night in Detroit, more than 10,000 individuals and families are homeless. COTS' Emergency Shelter operates at or near capacity consistently throughout the year, providing approximately 50,000 shelter nights each year to about 2,800 homeless individuals and families.

MACRAO members are encouraged to donate items listed on the COTS Wish List (listed below). MACRAO will also be taking donations at the conference. Some of the most pertinent needs requested by the shelter are linens and toiletries. Checks made out to COTS will be accepted at the check-in table. For more information on COTS, check out <http://www.cotsdetroit.org/>.

Let's join in the fight against homelessness in Michigan.



## Wish List 2011-2012

26 Peterboro  
Detroit, Michigan 48221

We accept the following Mon.-Sat. 9 a.m.-6 p.m.

- Clean used clothing that is appropriate for the season
- Clothing should be bagged, boxed or on hangers

### CHILDREN'S ITEMS (No used toys will be accepted)

- New unwrapped toys
- Interactive learning toys (i.e. leapfrogs)
- School Supplies, book bags
- Arts-n-crafts kits, glue sticks
- Board games, outside playhouse
- Children's career costumes
- Baby bottles, diapers, wipes, lotion, powder
- Pedialite nutritional supplement, infant formula
- Baby juice, powdered milk
- School uniforms, Children's seasonal clothing

### LINENS (New items only)

- Towels & washcloths
- Twin/full sheets
- Pillows and pillow cases
- Plastic pillow/mattress covers
- Blankets/comforters/spreads

### MISCELLANEOUS

- Can foods/non perishables
- Dishes, pots, pans, utensils
- To donate TV's, VCR, microwaves, vacuums, small appliances or furniture **please call first.**

### TOILETRIES (Trial sizes preferred)

- Disposable razors, razor blades
- Soap, deodorant, lotion, Q-tips
- Toothbrushes, toothpaste, mouthwash
- Sanitary napkins/tampons
- Foot powder, odor eaters

### CLOTHING (seasonal items only)

- new underclothing, socks (all sizes),
- x-large women's and men's clothing
- Men's blue jeans, coats, boots, shoes
- Men & Women's business attire

### SPONSORS/GIFT CERTIFICATES

- Movie passes, circus tickets,
- Sporting events, restaurants
- Sponsorships for annual fundraisers (i.e. Soup City, ImaginAide)

For more information, please contact Robyn Smith at 831-3777, ext.223

# CONSTITUTION AND BY-LAWS UPDATE

Per Article V of the Association's By-Laws, proposed amendments must be submitted to the Executive Committee sixty (60) days prior to the Annual meeting and the Executive committee shall be responsible for circulating the proposed amendments at least 45 days prior to the Annual Meeting.

At this time, the Executive Committee has not received any proposed amendments. Below are a few committee responsibility changes...

The Secondary School Relations Committee has initiated a new Mentorship Program.

The responsibility for maintaining and publishing the Michigan Undergraduate Guest Application has been transferred from the College Articulation Committee to the Enrollment Management Committee.

## Save the Date!



**Chair/Co-Chair**  
**2011 Leadership Retreat**  
*(for new/incoming committee chairs and co-chairs)*

**When: December 9, 2011**

**Time: 9:00am-3:00pm**  
**Where: Lansing Community College**  
**West Campus**

## CONFERENCE REMINDERS

- Just prior to leaving for the conference, please print a copy of the [Conference Program](#).
- Committee and Treasurer reports are available via the [Committee Minutes and Reports page](#).
- [2010 Business Meeting Minutes](#) are available via the website, please review
- Get ready for the MACRAO social event of the year!!!!

## MACRAO EC COMMITTEE FAREWELL



The Executive Committee would like to acknowledge Karen Hutslar and Pete Lacey for their dedication and service to MACRAO. For years, both Karen and Pete dedicated countless hours to promoting and maintaining the business operations of the organization.



Karen Hutslar will pass the torch of Past President (for the second time) to Debbie Harju. Pete Lacey will toss over the Treasurer books to Chris Bedz after three years of service (a year longer than previous treasurer terms).

Many thanks to Karen Hutslar and Pete Lacey for their commitment to MACRAO!

Cheers!