



MACRAO Insider

Michigan Association of College Registrars and Admissions Officers

Congratulations on a well planned retreat

On behalf of the MACRAO Executive Board, I wish to congratulate all of you on a job well done with the Spring Drive-In! The program and venue were great. It was nice to see a diverse representation of the membership in attendance. Public, Private, 4yr. and 2 yr. institutions were able to come away with valuable information. Your hard work is truly appreciated.

All the best,
Katherine McMullen
MACRAO President



Radisson Hotel-Lansing

Movers and Shakers

Gayle Reynolds of Wayne State University has been promoted to Interim Executive Director of the Student Service Center at WSU. The Student Service Center is a new department dedicated to providing superior customer service, representing the offices of Financial Aid, Undergraduate Admissions, Bursar, and Registrar.

Program Integrity Regulations

Dear Colleagues:

On October 29, 2010, the U.S. Department of Education (DOE) released new "program integrity" regulations. One of the regulations focused on the need for institutions offering distance or correspondence education to acquire authorization from any state in which it "operates." This authorization is required to maintain eligibility for students of that state to receive federal financial aid. Institutions have until July 1, 2014, to have obtained the appropriate approvals. Meanwhile, institutions are required to demonstrate a 'good faith' effort to comply in each state in which it serves students. While the regulation has been 'vacated' by court order, the DOE has appealed and it is widely believed that it will be reinstated (final decision is expected to be issued by the end of this summer).

In preparation, here is a link to a recently updated web site that will provide you with directions on how to be authorized in each state; please feel free to pass this on to whomever is responsible for this at your institution: <http://www.shceo.org/stateauth/stateauth-agency.htm> I will let you know when a final decision has been issued on the DOE appeals case. Let me know if you have any questions.

Regards,

John Meldrum, Chair, MACRAO Legislative Issues Committee

Annual Conference Call for Session and Workshop Proposals

The 2012 Local Arrangements Committee is hard at work planning a special conference for you this year. As you know, MACRAO is an organization that is truly passionate about our people, our students and our colleagues. This year, the LAC is committed to offering you a professional experience with the theme - MACRAO 2012: Discover Learn Embrace. The conference will be held at the Bavarian Inn, Frankenmuth, MI. Mark your calendar now; it will be a conference you won't want to miss.

SESSION AND WORKSHOP PROPOSALS

At this time, the Local Arrangements Committee is pleased to extend the invitation to our members to submit session and workshop proposals for the upcoming conference. We all appreciate opportunities to learn about the hot topics in Higher Education, as well as the hot topics on campuses across the state. If you have a topic you would like to share with your MACRAO colleagues, or know a colleague who has a special message to share, please submit the topic for consideration. Session and workshop proposals will be accepted from the membership through **Friday, May 4, 2012**.

ONLINE SUBMISSION

MACRAO members can submit session and workshop proposals online on or before **Friday, May 4, 2012**. Log in to the secure "[Session Proposals](#)" link on MACRAO's web site to submit your proposal(s). Institutional staff members who wish to submit proposals online and are not currently in the [Membership Directory](#) will need to contact their institutional [Directory Editor](#) to be added to the Membership Directory. Ses-



sion and workshop proposals may also be submitted via the attached Preliminary Annual Conference Session or Workshop Proposal Form for those who do not have access to the MACRAO website. We recommend online session/workshop proposals for all MACRAO members as the preferred method.

Please feel free to pass this invitation on to colleagues at your institution. All staff

members at member institutions are welcome to attend and/or present at the Annual Conference.

Conference registration will open in late July. We look forward to seeing you at the Bavarian Inn in November.

Sincerely,

2012 Local Arrangements Committee

Carrie Jeffers, Ph.D., Chair,
Macomb Community College
Christopher Marx, Co-Chair,
Davenport University
Karen Arnould, University of
Michigan – Flint
Paul Battle, Oakland University
Kara Fields, Walsh College of
Accountancy & Business Administration
Christopher Goeth, Oakland
University
Mark Jacek, Wayne State
University
Letitia Kaiser, Macomb Community
College
Khalilah Outlaw, Siena
Heights University
Adam Panchenko, Oakland
University
Nicole Rovig, Ph.D., Michigan
State University

Save the Date

The Summer Summit Solstice Celebration: *Hot* Topics and *Cool* Discussions

Where: DoubleTree – Bay City, MI

When: June 21st – June 22nd, 2012

Early Bird Registration: \$75.00 / Now – May 30th, 2012

Early Bird Lodging Rate: \$105.00

Late Registration: \$90.00 / May 31st – June 21st, 2012

Late Registration Lodging (if available): \$149.00



*DoubleTree Hotel
Bay City, Michigan*

A Sample of Tentative Topics:

(Please reply with your top five in ranking order.)

1. Building Successful Relationships with Feeder Institutions
2. Newest Development in Online Services
3. Do Articulation Agreements Really Work?
4. How to Talk to Your Techies
5. What Can Portals Do for You?
6. Articulation Agreements for the Recruitment and Service of Transfer Students
7. Using Articulation Agreements for Recruitment and Credit Evaluation
8. Essentials of a Transfer Website for 2-Year Colleges and 4-Year Colleges
9. Reverse Transfer
10. Best Practices in Articulation Agreement Development & Execution
11. Alternative Credit: International Baccalaureate, Duel Credit, Dual Enrolment, Middle College, and more
12. Act No. 62 – Enrolled House Bill No. 4325/Sec. 21a
13. The impact of program accreditation as it relates to the number and types of credits transferred
14. Articulation agreements for the recruitment and service of transfer students

If you should be interested in presenting on any of the preceding topics or if you should have a timely topic please complete the attached Call for Presenter form and return by **Friday, May 4th**.

On behalf of the Articulation Committee we look forward to seeing you at the Summer Summit 2012!

Warm regards,

David

david.l.johnson@cmich.edu

Attention – Seeking Nominations for MACRAO Leadership

Each year, the MACRAO Nomination Committee solicits leaders to fill upcoming Executive Committee and Nomination Committee vacancies. This year, we are seeking nominations for:

MACRAO Executive Committee Vice-President (2012-2013)

General Description of Position:

The vice-president shall be officially responsible for MACRAO committee membership. The vice-president may also be given special assignments by the president or president-elect including ex officio membership on the local arrangements committee. The vice-president shall become president-elect at the end of his/her term.

Duties:

- Serves on the MACRAO Executive Committee and regularly attends Executive Committee meetings.
- Works with the Executive Committee in determining site for future conference.
- Serves as the main liaison with the committee chairs and provides them regular updates.
- Plans leadership summit (along with the president).
- Makes sure all committees have chairs and co-chairs .
- Updates leadership manual and publishes on the web.
- Makes sure there are an adequate number of members on each committee.
- Welcomes new members as they join a committee.
- Maintains MACRAO's on-line committee membership list.
- Coordinates with all the chairs their annual reports for the annual conference.
- Works with LAC for gifts for committee chairs, Local Arrangements Committee and Executive Committee.
- Prepares the certificate list for committee members and Executive Committee.
- Sends thank you notes or emails to outgoing committee members.
- Facilitates the committee meeting/session at the annual conference.
- Gives report at the annual conference.

MACRAO Executive Committee Secretary (2012-2015; 3-Year Term)

General Description of Position:

The Secretary shall keep the minutes of the Annual Meeting, shall be the custodian of the secretarial records, maintain a cumulative index of the Association's proceedings, and keep minutes of the Executive Committee meetings.

Duties:

- Serves on the MACRAO Executive Committee and regularly attends Executive Committee meetings.
- Distributes the monthly Executive Committee meeting agenda.

Seeking Nominations for MACRAO Leadership (cont'd)

- Distributes the Minutes from each meeting.
- Presents at the Annual Business Meeting the Minutes from the previous year.
- Prepares the Minutes from the Annual Business Meeting,
- Prepares all certificates for signature for the Annual Conference (signed by Secretary and President).
- Prepares Annual Meeting packets for Executive Committee and AACRAO representative.
- Prepares Annual Meeting Executive Committee and AACRAO representative name cards.
- Prepares Annual Meeting "Reserved" table signs.
- Performs other duties as assigned by the President.

MACRAO Nomination Committee Member from a 4-Year Public University (2012-2013; 1-Year Term)

MACRAO Nomination Committee Member from a 4-Year Private College/University (2012-2013; 1-Year Term)

MACRAO Nomination Committee Member from a 2-Year College (2012-2013; 1-Year Term)

General Description of Position:

To bring forward a slate of nominees for Executive Committee vacancies and the Nomination Committee positions at-large.

The Nomination Committee is looking for individuals who have held MACRAO leadership positions in the past, are interested in taking on more responsibility, and are committed to leading. You can nominate yourself or someone you think would provide leadership for MACRAO.

Please submit name(s), contact details and the position(s) being nominated for by Friday, May 25, 2012 to Debbie Harju (dlharju@umich.edu).

We truly appreciate your assistance and participation.

The 2011-2012 MACRAO Nomination Committee
Debbie Harju, Past President and Committee Chair
Paula Dykstra, Past President
Karen Hutslar, Past President
Steven Shablin, 4-Year Public University Member
Donna Milham, 4-Year Private University Member

Nomination Committee Procedures and Timelines

To review the Nomination Committee's procedures and timelines, please check out the MACRAO website: <http://www.macrao.org/Publications/NominationCommitteeProceduresandTimeline.pdf>.

Save the Date!

Mark your calendars now for two exciting Summer workshops hosted by MACRAO committees.

Support Staff Workshop

Friday, June 29, 2012

Walsh College – Novi Campus



Co-Sponsored by Professional Development & Equity in Education Committee

New Professionals Workshop

August 29-30, 2012

Radisson – Lansing, MI



Sponsored by Secondary Schools Relations Committee