



---

# Michigan Association of Collegiate Registrars and Admissions Officers

---

## 1998 ANNUAL BUSINESS MEETING

November 5, 1998  
Shanty Creek

---

### CALL TO ORDER

Paul Schmidt called the meeting to order at 12:31 p.m.

### ANNOUNCEMENTS

Paul introduced the head table. He also announced the executive committee appointments of:

- Paul Wright as Treasurer
- Ed Loyer as Newsletter Editor
- Mark Ulseth as Web Master

Paul also talked about the major accomplishments during 1997-1998, which included the following:

- Updated and solidified the MACRAO web page
- Focused on committees and involvement
- Began evaluating the committee structure
- Started the MACRAO initiative for Automated Equivalencies and Transfer Guide
- Continued to have solid financial base
- Sponsored the Registrar's Drive-in Workshop
- Began planning a joint conference with Ohio, Indiana, and Michigan
- Created the College Day/Night Schedule
- Sponsored the Support Staff Workshop
- Initiated the MACRAO discussion list
- Hosted the Summer Articulation Workshop
- Held the New Professionals Workshop
- Presented the Annual Fall Conference

Lisa Kujawa made general housekeeping announcements.

### SECRETARY'S REPORT

Karen Hutslar presented the minutes from the 1997 business meeting held on November 6, 1997 at Shanty Creek. A motion to accept the Secretary's report was seconded. The motion carried.

### TREASURER'S REPORT

Paul Wright distributed a copy of the Treasurer's Report. A motion to accept the report was seconded. The motion carried.

**AACRAO REPORT**

Fred Fresh, former AACRAO President, brought greetings from AACRAO. He also discussed the recovery and health of AACRAO.

**PAST PRESIDENT'S REPORT**

Jim Dwyer placed Dick Stevens' name in nomination for the office of Vice-President. Hearing no nominations from the floor, a vote was taken. There was unanimous support.

Jim Dwyer placed Paul Wright's name in nomination for the office of Treasurer. Hearing no nominations from the floor, a vote was taken. There was unanimous support.

Jim Dwyer placed the following names in nomination for the Nominating Committee: Kevin Pollock, Barb Buslepp, and Teresa Stitt. Hearing no nominations from the floor, a vote was taken. There was unanimous support.

**RECOGNITION OF OUTGOING EXECUTIVE COMMITTEE**

Paul Schmidt presented the gavel to Lisa Kujawa. Paul recognized Jim Dwyer for his service to MACRAO and presented him with a plaque. Lisa recognized the service Paul Schmidt gave to MACRAO as Vice-President, President Elect, and President.

**COMMITTEE RECOGNITION**

Karen Klumpp formally recognized each of the Committee chairs and their respective members and thanked them for their commitment to the organization. Each Chair was presented with a certificate of appreciation. Karen also informed the members of the annual reports prepared by each of the committees, which were available on all the tables.

**1998 CONFERENCE**

Lisa Kujawa reminded everyone of the committee reception and the reception for past presidents. She also announced that the EEO award was to be presented at the banquet.

**HONORED MEMBER**

Lisa Kujawa gave a special certificate to Mark Ulseth in appreciation of all of his work with the MACRAO web page.

**ADJOURNMENT**

The meeting was adjourned at 1:15 p.m.

Respectfully submitted,

Karen Hutslar  
secretary