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# Michigan Association of Collegiate Registrars and Admissions Officers

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## 2003 Annual Business Meeting

November 6, 2003  
Shanty Creek, Michigan

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### CALL TO ORDER

Holly Diamond called the meeting to order at 12:30 p.m.

### ANNOUNCEMENTS

Holly Diamond reminded people to pick up their voting cards. She also announced that the Articulation committee will be meeting at 5:30 p.m. today in Room 115.

Carol Taberski made the following announcements:

- Please be sure to complete session evaluations.
- Everyone is invited to the Past President's Reception at 6 p.m.
- There are many gifts that are on the tables in the lobby. Check for your name.
- There will be more prizes given away tonight. Turn in the quizzes that are in your packet by 4 p.m. today.
- Join us for the Roaring 20's party tonight.

### SECRETARY'S REPORT

Pam Liberacki presented the minutes from the 2002 business meeting held on November 7, 2002 in Grand Rapids, Michigan. A motion to accept the secretary's report was seconded and the motion carried.

### TREASURER'S REPORT

Marc Payne presented the treasurer's report. A motion to accept the treasurer's report was seconded and the motion carried.

### REPORT OF THE AD HOC COMMITTEE ON COMMITTEE RESTRUCTURING

Tory Parsons presented the proposed by-law changes. The objective of the changes was to ensure that the committee structure is consistent with the needs of the membership. The proposed changes are to 1) rename the Enrollment Management Committee to Admissions Practices/Enrollment Management, 2) delete the International Students Committee which has been inactive for several years, and 3) add the Local Arrangements Committee as a standing committee.

A motion to accept the changes as recommended was seconded. Hearing no objections from the floor, a vote was taken. There was unanimous support.

### REPORT ON CHANGES TO THE DIRECTORY

Vickie Scavone, Directory Editor, presented information on the change from a printed directory to an online directory. The directory will no longer be printed and distributed. The online version on the MACRAO web site can be updated, sorted, and printed as needed. Institutional directory editors are reminded to update as changes occur to keep data

current. All new information is validated by Vickie before being added to the database. When adding new members, be sure to associate them with your institution. If you delete the institutional contact, be sure to designate another.

#### **VICE PRESIDENT'S REPORT**

Diane Praet invited everyone to the 2004 Annual Meeting to be held at the Hyatt Regency Hotel in Dearborn, Michigan. Members are encouraged to forward session ideas and proposals either to her or to the appropriate committee chair.

Diane Praet recognized committee chairs and members thanking them for their work this past year. The 2002-03 Committee Chairs and members were presented with certificates of appreciation. The 2003-04 Committee Chairs were introduced. Diane announced that there are a few remaining committee vacancies.

#### **PRESIDENT ELECT'S REPORT**

Carol Taberski introduced the current members of the Executive Committee. She then recognized the members of the 2003 Local Arrangements Committee. They are: Megan McNally (who has left higher education), Shannon Mulally, Sherrine Matusik, Tricia Hack, Paul Trumbull, Bill Widmaier, Scott Owczarek, and Diane Praet.

#### **PAST PRESIDENT'S REPORT**

Holly Diamond, Chair of the 2003 Nominating Committee, recognized the committee members: Dick Stevens, Karen Klumpp, Alvina Gipson, Ken Shelton, and Amy Shreve.

Holly Diamond placed Tracey James Heer's name in nomination for Secretary. Hearing no nominations from the floor, a vote was taken. There was unanimous support.

Holly Diamond placed Sedgwick Harris's name in nomination for Vice President. Hearing no nominations from the floor, a vote was taken. There was unanimous support.

Holly Diamond placed the following names in nomination as Members-at-Large for 2004: Donna Franklin (Cleary College), Pete Lacey (SCCCC), and Susan Cushnier (U-M Dearborn). Hearing no nominations from the floor, a vote was taken. There was unanimous support.

#### **REPORT FROM AACRAO**

Eric Staab, AACRAO's Vice President for International education brought greetings from ACCRAO and congratulations on the 75<sup>th</sup> anniversary of MACRAO's annual meeting. The membership was updated on resources and services available through AACRAO. An invitation was extended to attend the 2004 meeting in Las Vegas, Nevada.

#### **RECOGNITION OF OUTGOING EXECUTIVE COMMITTEE MEMBERS**

Holly Diamond recognized Pam Liberacki as Secretary and presented her with a plaque. Tory Parsons was presented with a plaque and recognized as President.

Holly Diamond thanked the membership for the opportunity to serve the organization. We have been able to do many positive things for the members. She offered best wishes for future successes. She then introduced Carol Taberski as the new MACRAO President.

**PRESIDENT'S REMARKS**

Carol Taberski recognized Holly Diamond as Past President and thanked her for assuming the President's responsibilities during the past several months. A welcome was extended to the new Executive Committee members, including Jeff Hartman as the Newsletter Editor.

Carol Taberski spoke about upcoming issues for the organization, such as; Insurance and Incorporation and studying the MACRAO Agreement. She encouraged our new members to get involved.

**EEO AWARDS**

Stephanie Woodson, Chair of the Equal Education Opportunity Committee, presented the 2003 Outstanding Program Award to Oakland University for their Academic Success Program. Dr. Robert Johnson spoke briefly about the program and expressed the university's thanks for the recognition.

**ADJOURNMENT**

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

Respectfully submitted,

Tracy James-Heer  
Secretary