

MACRAO EXECUTIVE COMMITTEE
Friday, July 20, 2007
MCCA Building, Lansing

Present: Melinda Booth, Sue Deel, Paula Dykstra, Karen Hutslar, Dorene Root, Howard Shanken, Duff Zube.

Absent: Sedgwick Harris, Vickie Scavone, Kristin Schuette.

Call to Order: Paula Dykstra called the meeting to order at 10:26 a.m. The minutes for the meeting on May 24, 2007 were moved for approval by Duff Zube, seconded and approved.

Michael Hansen, President - MCCA, joined the meeting to give an update on issues at the State level. He noted that part of the problem institutions of higher education are facing is that money coming from the State is not released until October but the constitution requires that budgets be in by October 1st. This becomes a significant problem for schools.

Part of the issue with all this is the inexperience of legislators. The parties are so spread out on their opinions there can be no consensus. There is a lack of clear understanding of the consequences and the situation the institutions are in. Budget discussions have trumped other discussions such as articulation agreements, health care issues, etc.

Training for “No Worker Left Behind” is ongoing through Michigan Works. Both two- and four-year schools are involved in this training. This is available for unemployed or under-employed individuals meeting certain income limits. Eligibility is based on individual income, not family income. The training has to be in an area that is in high demand or in a high growth field (regionally based). This aids industries in local areas that need workers.

Mike agreed to help urge legislators to the fall conference for the public announcement of the MTN system. He then talked about the data request coming from the State auditors. The auditor general is requiring a huge amount of data which seems totally unreasonable to a layperson. This was also the response from college presidents. Mike then sat with legislators to figure out what data was reasonable, when to collect, etc. He told colleges to wait on pulling the data.

The audit staff at the legislative level is talking to lower-level staff at colleges and giving mixed messages to schools. Some schools have complied with the request so Mike is put at a disadvantage as he tries to fight for a different request. Starting yesterday, auditor general is calling each school and asking what the problems are with pulling the data. Mike advises that if, after talking to the auditors we still feel it's not possible to pull the data, call him. He noted that FERPA should not be an issue. The auditors say they have

a letter from the federal office which approves the release of the information. They say it's okay due to the fact that the state funds financial aid.

Mike said that the state has not given a reason why it is collecting the information. MACRAO issues include funding structures; the atmosphere of higher education these days regarding students transferring, reverse-transferring, dual-enrollment, etc.; articulation issues, particularly regarding dual-enrollment.

Mike said there is a plan to look at these issues. Maybe a common numbering system could be implemented or common outcomes. MACRAO would be happy to work with MCCA representatives on these articulation issues.

Treasurer's Report: Duff reported that membership billings will be sent out early this year. Checks are coming in from the Support Staff workshop. Funds available are \$64,492.41. Duff would like all committees to fill out an Income and Expense Report.

President's Report: Paula requested that the next meeting be held at Walsh College in Troy so Vickie can be present. That meeting will be on August 17th.

Catherine Lichtenberg from O.C.C. is concerned that MACRAO requires committee members to pay the registration fee for the workshop they are putting on. Paula said she talked to Sedgwick and Howard about this. Food and room rental cost need to be covered – this is the reason all attendees need to pay. This topic comes up every few years and MACRAO has always stayed firm on it.

Karen asked if there was a middle ground on this. It was noted that it's not unreasonable to ask for this (payment) since technically people have support of their schools to be on the committee. It was suggested that mention of this requirement be included in the leadership manual.

Paula talked to Scotty McMillan at MSU about an article that recently appeared regarding the MTN system. No mention of MACRAO was made in the article. Scotty sent a press release through the MSU press office. No word yet on whether or not MACRAO was mentioned. Paula will keep us informed.

President Elect's Report: Howard reviewed the food planned for the fall conference. He also reviewed the budget. So far the food budget is under. August 15th is the planned opening date for registration for the conference. There will be an announcement in the fall newsletter and a mass e-mail when it opens. The payment company handling credit card payments is all set. Late registration date is October 31st. There was a discussion about the giveaway gift.

Vice-President's Report: Karen is working with committee chairs regarding session proposals. Two committees have not completed plans for sessions, the rest have submitted theirs. Karen is double-checking committee membership for certificates. Howard noted that committee year-end reports need to be submitted so he can make copies for the conference. The professional development committee still needs a chair

for next year. Co-chairs for fall 2008 need to be in place as well. A call for new members to committees will go out in the newsletter. December 7th will likely be the date for the committee meeting with the EC.

Past President's Report: Sedgwick was unable to be at the meeting. Paula reported for him that the nominating committee had eight candidates for vice-president but only one agreed to run. Three people agreed to run for secretary.

There was discussion regarding how this process has been handled in the past. It has been past practice for the EC to review the list of candidates before any of them was approached. It is hoped the committee will go back to this model next year. The EC approved one nomination for vice-president and one nomination for secretary. The three at-large nominations for the nominating committee will be discussed at the August meeting.

Regarding the member survey, Sedgwick is still working on it. There are several questions to be considered. Sedgwick will e-mail a draft of the survey to EC members and plans to send an e-mail to members with a link to the survey when it's ready.

Historian's Report: Dorene reported that the liability insurance is paid; Kristin is doing a great job as web editor; Dorene is on an AACRAO committee and is looking for facilitators for sessions at the annual AACRAO conference.

Web Editor: Kristin was unable to attend but sent the following report: She is making changes to the MACRAO website and all is going well with that. She is updating the most hit pages first. She is reorganizing the URL location for cleaner access. Also, she would like \$149.25 for an SSL certificate – this is for security reasons. This request was moved for approval by Karen Hutslar and seconded by Sue Deel. The request was approved. It was noted that that we would like prominent MACRAO recognition on the MTN site.

Newsletter Editor: The E-newsletter is complete. It took a bit longer than Melinda wanted it to due to legislative updates. Melinda is working with Carol Quigley. September 1 is the deadline for the fall, printed newsletter. There was some discussion of topics for the newsletter. There was a question of how to list the volume and issue number given the e-newsletter. Dorene and Melinda will discuss.

Old Business: It was decided that committee chairs should be invited to attend EC meetings once each quarter. Howard would like them in August, October, December and March or April. This will be evaluated after a year; discussion will then occur about an official policy.

New Business: Kathleen Wray would like to survey four-year schools to ask if they are signatories on the MACRAO agreement. She also would like information on any provisos they might have. There was concern over posting information to the website on behalf of a school. Upkeep could be a problem. Could a link from the website to the

school be provided? It was noted that the MACRAO website was not being updated. Howard suggested that a link could be provided through the MACRAO website and the articulation committee could send reminders to update the site. This assures that MACRAO is not caught in the middle of it.

Kristin had a concern over what to do with inquiries that are sent to the MACRAO website. She doesn't want to be responsible for answering them. They are often about college day/night issues but there are other questions too. Dorene said she would be willing to answer them. She'll do this as a trial for a few weeks and see what's involved.

Do we wish to have someone from the MTN committee on the EC to keep all updated? Mark Ulseth is willing to be an ex-official member (or Paul Schmidt) to serve in this capacity. The EC decided this would be a good idea. Making a change to the bylaws to include this person as a member of the EC will be reviewed next year at the same time the legislative update committee is reviewed.

There was a request to Howard to keep the same schedule for EC meetings next year. Lansing is a good location as it is about halfway for folks from the Detroit area and others from the north.

Adjournment: The meeting adjourned at 1:02 p.m.

Respectfully submitted,

Sue Deel
MACRAO Secretary