

Michigan Community College Registrars Minutes  
September 24, 2004 – Mid Michigan Community College

In attendance: Alpena, Bay de Noc, Delta, Glen Oaks, Grand Rapids, Kirtland, Mid Michigan, Montcalm, Mott, Northwestern, Oakland, Schoolcraft, Washtenaw

1. If a college was accredited and lost its accreditation, would you honor the transcript of a student who attended when it was accredited?
  - a. All colleges indicated they would accept those credits.
  - b. All colleges would accept credits while a college was a candidate for accreditation, but not accept credits during the time the college was not a candidate nor non-accredited even if they were accredited at a later date. One example was the non-accredited Jordon College that was absorbed by Davenport University.
2. What does your transfer credit evaluation process look like? What is the turn around time?
  - a. Software determines the process and the typical turn around time is two weeks depending on peak enrollment activity.
  - b. General discussion regarding the posting of degrees and gen ed classes and posting credits that don't help the students current program at the incoming college.
  - c. Some colleges do not post credits over the 200 level.
3. "Issued to Student" transcripts are not accepted as official at some colleges. Some colleges will accept sealed envelopes depending on circumstances.
4. More colleges are participating in faxed transcripts.
5. "Wait Listing" was discussed and only a few colleges do it and much of it is 'hands on' by employees from either the enrollment office or the department.

6. Some colleges are now charging an increased "Student Services Fee" per contact hour to cover the costs of transcripts, diplomas and other various costs instead of having various charges.
7. Some colleges are now charging a "re-enrollment" fee for those students who are dropped for non-payment, etc. and choose to re-enroll.
8. Institutional Drops usually follow the normal refund policy and some colleges allow faculty initiated "W"s. Some transcripts will show "NS" for No-Show or "N" for Non-attendance.
9. It was agreed that the Best Meeting Time is still Fridays and separate from the Admissions officers. January meeting will be at Schoolcraft, June meeting at Alpena and next September will be at Montcalm.
10. Dealing with modularized courses (Math 101A, Math 101B, etc.) on transcripts doesn't seem to be an issue right now if colleges continue current practice of clear designation and follow recognized repeat policies for those students who also end up taking the non-modularized version (Math 101).
11. Methods/policies of reducing non-web registration was discussed with no handy resolution for those colleges wishing to promote such methods.
12. Probation & Suspension - Howard will send a spread sheet of a survey of various practices.
13. A general discussion was held regarding multiple repeats and the State's requirements to hinder abuse by students.
14. Preferential Registration for certain groups of students was discussed and it is recommended not to allow such practice

because eventually every student will become a member of a group needing preferential treatment.

15. Studies show that 70% of Dual Students will enroll as full-time students at that college.
16. Voter Registration Compliance was discussed and colleges suggested a variety of ways to get help through student groups, etc.
17. Alternative Schedule refunds were discussed and there is a wide variety of practices and there doesn't seem to be a "best practice".
18. Courses falling below the 100 level - some use toward graduation, some will transfer in, most determine use on case by case basis.

Respectfully submitted,  
Stephen Eaton  
Registrar  
Mid Michigan Community College