

MCCR Meeting Minutes

September 25, 2009

Wayne County Community College District

- Updates: All enrollments have been received and therefore compliance is secured
- MACRAO Conference Update Professional Development is the focus. Location is at Boyne
- Veterans Services Challenges with Chapter 33
- Does Registrar Office perform certification? Some college financial aid office does certification.
 - When should registration occur? Since vets drop and add often it may be appropriate to certify 1-2 weeks before classes start.
 - Refunds for drops is slow coming from the federal government so it is best to tag so the veterans account she he/she is not charges late fees.
 - Veteran dollar amount eligibility is determined by amount of active duty
 - Many vets do not bring their certification papers so they must sign that they are responsible for any bills.
 - Having veterans working in the Registrar's Office is advantageous.
- Michigan Transfer Network Almost all colleges are participating in MTN (28 community colleges). It is important to keep the information up to date. At the MACRAO conference there will be a workshop on how to edit a college's own information. Michigan will have a portal in 2010 and MTN will be a part of it making it more visible. If college information is incorrect, contact MACRAO Transfer Directory to contact appropriate person to make changes. IT can help with MTN query download.
- Illegal Aliens, Enrollment, Scholarships- If person has no legal documentation (SS#) let person enroll at out of state tuition rates.
- Red Flag Program
- Should be a Financial Aid function
 - Online admissions must see admissions one time (Distance Learning- special case)
 - No vouching
 - Picture ID needed to utilize LRC, etc.
- Community College of the Air Force Transfer-in Credits Air Force service schools are accredited but may not be on par with college credit. Therefore accept as elective credit up to a certain maximum
- Confidentiality Flag Explain the ramifications of the confidentiality clause. If students still elect to sign confidentiality clause, take them off the graduation list.
- Transferring in Credit Limitation Use MACRAO equivalencies, transfer up to 45 credits and uphold the credit requirements of the college being transferred to.

Early Alert System	Initiated first 3 weeks of class and unsatisfactory students are called and are offered assistance
General Studies Degree-Impact on Graduation Rate	<ul style="list-style-type: none"> • Doesn't increase graduation rate significantly • Many universities tailor transfer agreement on Associate of General Studies
Authenticating Online Students	Still questionable. Maybe fingerprints in the future.
Degree Audit Disclaimer	<ul style="list-style-type: none"> • Disclaimer Clause needed • DataTel uses software audit • Banner uses CAPP but problems have been encountered
Student Schedule Adjustments	Limit the number of transactions per semester
Transfer Equivalency For Old Coursework	<ul style="list-style-type: none"> • If student can't obtain syllabi or course descriptions then give elective credit. • College Source Catalog is helpful- subscribe for \$185/year
Student Life Transcript	Non-academic transcript can be generated showing college experiences (Schoolcraft Community College has such a transcript)
MI CC Network Reports	Printing problems have been encountered so site is in need of repair.
Positive Attendance	<ul style="list-style-type: none"> • Instructors mark attendance during first 2 weeks • A letter goes out to students not attending • Some financial aid departments run positive attendance • Some faculty can drop students • Students can be reinstated with instructor approval. Academic Deans sometimes must sign off too.
Emergency Alert	<ul style="list-style-type: none"> • E2 Campus, Banner option are examples • Emails, text and phone messages are sent out for emergencies/pertinent messages • Must sign up every year • H1N1 alert- use template from CDC website
Articulation Agreements Display on Website	<ul style="list-style-type: none"> • Most often instructional area or university relations office handles articulation agreements • Mott CC has an advising and transfer guide • Grand Rapids CC has a catalog for transfer
College Partnerships- Big Name Presenters	<ul style="list-style-type: none"> • Macomb to Oakland and WayneDirect partnerships may lend to working together to bring in big names

- Diversity Series- popular
- Online Catalog
- Must have disclaimer phrase alluding to: changes are forthcoming
 - Hard copies of catalog are becoming less and less- some are sold in the bookstore (\$1- schedule/\$3.50 - catalog)
- Graduation Packets Mail out to applicants only. Postcards can be mailed out to announce graduation
- Distance Learning Challenges are prevalent to verify attendance
- Customer Service Cards Colleges will share their cards with meeting attendees
- Address Verification Send out residency letters and if it returns bad address is known

Center for Educational Performance Information (CEPI)
Michigan e-Transcript Initiative
www.michigan.gov/cepi

- Michigan is part of the Midwestern Higher Education Compact (MHEC) and Docufide is our vendor for electronic transcripts and other admission documents
- Each state will assign students with a Unique Identification Code (IUC)
- Stimulus dollars will pay for this initiative that follows students from high school through their educational career
- Docufide has a 3 year agreement and there is no charge for the services during this period of time
- This initiative will allow electronic transfers from a high school to high school; high school to college; college to college; or to any other 3rd party
- In January colleges will begin to send transcripts
- Transcripts can be sent for free to other registered recipients within the MHEC
- Transcripts sent to registered docufide users outside of the MHEC will be \$2.55
- Transcripts sent to parties not registered with docufide outside of MHEC will cost \$4.25
- Registrants thus far in Michigan: 73% universities/ 10% community colleges and 17 high schools
- Secondary documents such as letters of recommendation can also be sent
- There will be a directory of users
- Program will not interfere with data on schools' computers
- High school counselors will manage high school student transfers
- Data transfers will do away with PDF transfers
- Repositories will store data
- PowerPoint will be posted on website: cepi@michigan.gov
- To register go to www.docufide.com