

August 2013

MACRAO Insider

Michigan Association of Collegiate Registrars and Admissions Officers

President's Corner

As the summer is quickly coming to a close and we gear up for the fall recruitment season, welcoming the Class of 2017 to our campuses and the start of fall classes for all students, I am once again reminded how great this organization and its members truly are. Many exciting workshops took place this summer such as the Professional Development Workshop and the record attending Summer Summit this past June. In just a few short weeks, the annual New Professionals Workshop will also be taking place in Lansing to round out our summer offerings. I am so glad that so many members have taken the opportunity to attend these important workshop offerings to keep informed of the many happenings occurring around the state, to network with other MACRAO members and to gain some new information to take back to your home institution to further your own professional development.

The annual conference will soon be here so I encourage our membership to register early! There will be important information shared at the conference that is Michigan specific such as the roll-out of the Michigan Transfer Agreement, voting in a new Vice President and Nomination Committee Members as well as voting on proposed By-Law/Constitution changes. Outside of the formal business, this a great opportunity to connect with members from Ohio and Indiana as well as our Michigan colleagues to gain new insight and perspective of what is happening in higher education. I hope to see you there.

It is also that time of year to start thinking about becoming an "active" participant in one of MACRAO's many committees. Without volunteers from our membership, this organization would never function. We are in need of new, fresh insight and perspective from both admissions and registrar folks, old and young, to assist with moving our organization forward, offering high quality and informative workshops and sharing what you do that is so great at your institution. Applications are available on the website and we will be accepting them for the new academic year! I encourage you to get involved with MACRAO as it is not only a great professional development opportunity, but you get to meet so many wonderful people that make MACRAO so special!

I hope that all of you enjoy the last month of summer and have a great start to the Fall happenings at your campus.

Carrie

Website Updates and Clean-up

Check your links! The EC urges MACRAO Institutions to double check their home page, admissions application, and transfer equivalency links on the MACRAO website Michigan Colleges page (<http://www.macrao.org/mcm.asp>). Bad links have been deleted. Institutional editors (<http://www.macrao.org/Directory/EditorList.asp>) can update their institution's links via the Member Login Menu.

Several old, outdated reports have been removed from the reports and surveys page on the MACRAO website. Monthly clean up of the MACRAO website is taking place so it is imperative that you make sure your institution information and data is current and up-to-date or it may be subject to removal.

Questions or comments?

Email Janail Silver, newsletter editor, at Silver@oakland.edu or call 248.370.2067

MACRAO By-law Constitution Proposal 2013

Per Article V of the Association's By-Laws, proposed amendments must be submitted to the Executive Committee sixty (60) days prior to the Annual meeting and the Executive Committee shall be responsible for circulating the pro-posed amendments at least 45 days prior to the Annual Meeting. The Executive Committee is sending a recommendation your way for review. The proposed amendments are reflected in **red** below and will be presented for vote at our Business Lunch on Thursday, November 7, 2013 at the Sheraton at Keystone Crossing in Indianapolis, IN.

Current Language of the By-Laws; Article I; Section 2.

- a. The annual institutional membership fee shall be no less than one hundred fifty dollars (\$150.00) or more than two hundred dollars (\$200.00) as approved by the Executive Committee.
- b. The annual affiliate membership shall be no less than two hundred fifty dollars (\$250.00) or more than three hundred dollars (\$300.00) as approved by the Executive Committee.
- c. The annual individual membership fee shall be no less than fifty dollars (\$50.00) or more than seventy five dollars (\$75.00) as approved by the Executive Committee.
- d. Honorary members are not charged an annual membership fee.

Proposed Language:

- a. The annual institutional membership fee shall be no less than one hundred fifty dollars (\$150.00) or more than two hundred dollars (\$200.00) as approved by the Executive Committee. **Membership fee is due by July 31 of each year.**
- b. The annual affiliate membership shall be no less than two hundred fifty dollars (\$250.00) or more than three hundred dollars (\$300.00) as approved by the Executive Committee. **Membership fee is due by July 31 of each year.**
- c. The annual individual membership fee shall be no less than fifty dollars (\$50.00) or more than seventy five dollars (\$75.00) as approved by the Executive Committee. **Membership fee is due by July 31 of each year.**
- d. Honorary members are not charged an annual membership fee.
- e. **Invoices for membership fees should go out no later than June 1 of each year.**

Rationale:

To clearly define when membership fees are due each year to eliminate confusion and to hold the Executive Committee accountable for the timeliness of issuing annual membership invoices for payment.

Current Language of the By-Laws; Article I; Section 3. Members who fail to pay the annual membership fee before the annual meeting may be subject to late fees and other membership sanctions after appropriate notification by the Executive Committee.

Proposed Language: Members who fail to pay the annual membership fee **by July 31 of each year will be subject to a \$50.00 late fee** and other membership sanctions **outlined below** after appropriate notification by the Executive Committee. **Membership Sanctions include:**

- Remove access from MTN (Michigan Transfer Network)**
- Remove access to MACRAO Member Services**

MACRAO By-law Constitution Proposal 2013 (cont'd)

Remove access to the MACRAO/Cvent List Serve
No voting rights at the annual Fall Meeting
Restrict participation in the MACRAO College/Day Night and Transfer Fairs

Appeals go to the President for any extenuating circumstances.

Rationale:

To clearly define the Membership Sanctions within the By-Laws so all MACRAO members understand the consequences associated with not paying membership dues instead of finding what the sanctions are at the time of removal.

Current Language of the By-Laws; Article 1; Section 4. Institutional, affiliate and individual members who fall into arrears may apply for reinstatement under the current membership criteria and then must pay membership dues for the two most recent years.

Proposed Language: Institutional, affiliate and individual members who fall into arrears **and are removed as a result of membership sanctions must** apply for reinstatement under the current membership criteria, must pay membership **fees** for the two most recent years **and the \$50 late fee within 30 days from the invoice date.**

Rationale:

To clean up language as well as clarify the process for MACRAO member reinstatement due to sanction removal by the Executive Committee.

Current Language of the Constitution; Article III; Section 3. Only representatives of institutional members may hold Offices in the Association. Affiliate, individual, and honorary members may hold committee positions within the Association. Eligibility to participate in the meetings of the Association shall be open to representatives of institutional, affiliate, individual, honorary members, and invited guests.

Proposed Language: Only representatives of institutional members may hold Offices in the Association. Affiliate, individual, and honorary members may hold committee positions within the Association. Eligibility to participate in the meetings **MACRAO sponsored events** of the Association shall be open to representatives of institutional, affiliate, individual, honorary members, and invited guests.

Rationale:

To clean up language.

Respectively submitted,
Carrie D. Jeffers, Ph.D.
MACRAO President

2013 New Professionals Workshop

The 2013 New Professionals Workshop, “Admissions Superheroes,” is aimed to help new (anyone hired within the last year) admissions professionals get ready to be effective recruiters for the busy fall season. Veteran admissions officers from around the state will challenge your newer team members to turn the passion they have for their new career into extraordinary outcomes for your institution and your prospective students. Every year, we receive very positive feedback from attendees, and we know this year’s conference will be no exception!

Session topics include- scheduling and travel tips, financial aid overview, how to be a professional, college fair and territory assistance, a high school counselor panel, and much more! Additionally, attendees will have the opportunity to network with colleagues from across the state and begin to recognize the friendly faces they’ll see throughout “travel season.”

Dress for the conference is business casual, but don't forget to wear your college gear on the 15th!

When

August 14, 2013 11:00 AM - August 15, 2013 3:00 PM

Where

Lansing Radisson Hotel
111 N Grand Ave, Lansing, Michigan 48933

Fee

[View Event Fees](#)

[View Event Summary](#)

RSVP

August 9, 2013

[Register for Event](#)

2013 Transfer Summit

The College Articulation Committee hosted the 2013 Transfer Summer Summit on June 20-21 at the Bridge Vista Beach Hotel & Conference Center in Mackinaw City, Michigan. With 116 participants it was the largest summit ever!

This event, *Building Bridges for the Michigan Transfer Student*, provided articulation practitioners with a variety of college transfer student related hot topics, including:

- An update from the Committee on the Transferability of Core College Courses (proposed Michigan Transfer Agreement);
 - A State legislative update;
 - Bridging the Gap with Reverse Transfer (a discussion on reverse transfer agreements);
 - Bridging the Military Transfer Gap (a discussion on military credit recommendations and the elements of the Joint Services Transcript (formally ARTS/SMART));
 - Community College Automotive Technology Articulation/Transfer Agreement;
 - Building Bridges: Supporting Transfer Student Success (a discussion regarding a wish list of best practices for two-year and four-year colleges and universities);
 - Methodology for Determining the Transferability Rate of College Courses;
 - The 2012 Outstanding Transfer Award Recipient (Kirtland Community College);
- Effective Articulation Agreements – How to Make Them Really Work (Eastern Michigan University).

Informative presentations and lively discussion summaries from most of these sessions are available on the MACRAO website for your view.

Thanks to session presenters and to all participants at the summit. Also, a very special thank you should go to the members of the College Articulation Committee. Their efforts helped to make the 2013 Transfer Summer Summit a great success.

Cary Vadja
Chair, College Articulation Committee

Movers and Shakers

Katherine McMullen has been selected to be the Director of Student Services within the A. Alfred Taubman College of Architecture and Urban Planning at the University of Michigan. Katherine will begin her new position on August 26th, providing leadership and direction for the student services team and its activities.



Introduction of the Michigan Transfer Agreement (MTA)

As was introduced in the April/May Newsletter, there is a new transfer agreement that will be replacing the current MACRAO Transfer Agreement. An Ad Hoc MTA (Michigan Transfer Agreement) Committee has been appointed and had their first meeting on July 8, 2013 to discuss the creation of the MTA Articulation Handbook, communication/timelines with all Michigan institutions for signatures to the MTA and a process for evaluation and review. Although the committee is in its beginning stages, there is important information that we would like to share at this time with our membership in regards to the MTA:

1. The new language in the 2013-14 appropriations legislation now reads:
 - a. Sec. 210b. (1) It is the intent of the legislature that the Michigan Association of Collegiate Registrars and Admissions Officers implement any agreement or agreements among the community colleges and universities concerning the transferability of college courses resulting from the recommendations of the committee created under former section 210a.
 - b. (2) It is the intent of the legislature that the Michigan Association of Collegiate Registrars and Admissions Officers, the Michigan Community College Association , and the President's Council, State Universities of Michigan shall together submit an implementation update report to the senate and house appropriations subcommittees on community college and higher education, the senate and house fiscal agencies, and the state budget director by March 1, 2014. (HB 4228, Page 62)
2. The guiding principles and final recommendations for the "Michigan Transfer Agreement" MTA will signed by Community College and University Presidents by August 1, 2013 in preparation to submit the final report to the legislature by September 1, 2013. These signatures are simply to indicate initial approval by the institutions. As aforementioned, the implementation timeline and process will be established through the MTA Ad Hoc Committee.
3. The intent of the committee is to have a DRAFT of the new MTA Articulation Handbook and have an update for the membership at the November Tri-State Conference.
4. The formal implementation plan must be completed by March 1, 2014 and the roll out will take place at that time.

The committee will be hard at work for the next six months to meet the deadline outlined by the legislation. The membership will continue to be updated throughout this process to ensure a smooth implementation of the MTA. If you have any questions, please feel free to contact John Meldrum or Carrie Jeffers who co-chair this committee.

Mark your calendar!!!!



The [2013 Great Lakes Conference](#) is scheduled for **Wednesday – Friday, November 6-8, 2013** at the Sheraton Indianapolis Hotel at Keystone Crossing in Indianapolis, Indiana. The theme is “Race to the Future”. I hope you will be able to come and enjoy an annual conference with not only your colleagues from Michigan, but also Indiana and Ohio.

For the Wednesday night dinner you will have a choice between a dinner theatre presentation of Les Miserables or Maggiano’s an Italian restaurant right next to the hotel (either choice is included in your registration fee).

Thursday, November 7th will be a spirit day and we hope you will proudly wear items from your institution.

The cost will be \$240 for the early bird rate and \$265 for the late rate.

The registration site is as follows:

[https://s01.123signup.com/servlet/SignUp?
P=15353051911426420000&PG=1535305182300&Info=](https://s01.123signup.com/servlet/SignUp?P=15353051911426420000&PG=1535305182300&Info=)

The site to book your hotel room is as follows:

[https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?
id=1307013542&key=828C0](https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?id=1307013542&key=828C0)

2013 MACRAO Nominations

MACRAO Past President, Katherine McMullen, and the 2013 Nomination Committee are proud to present the slate of nominees to be presented to the membership for voting at the 2013 Annual Conference being held November 6-8 in Indianapolis, Indiana.

Per the MACRAO Constitution and By-Laws, the Nomination Committee is composed of the three most recent past presidents who are still active in the Association plus three at-large members elected by the institutional members at the Annual Meeting. The three elected at-large members shall include one each from a four-year public university, a four-year private college/university and a two-year college. The members shall be notified by the president sufficiently in advance of the Annual Meeting to perform their task of preparing nominations for the elective offices. The nominations shall be made at the Annual Meeting and at this time an opportunity shall be given for nominations from the floor. Only institutional members whose current dues are paid prior to the annual meeting are eligible to vote. Please review the bios for each nominee in the coming pages to get better acquainted with the candidates. Many thanks and much appreciate goes out to the Nomination Committee for their time. This year's committee included:

Emily Clement, 2 Year College at-large member
Donna Dunford, 4 Year Public at-large member
Stephanie Jordan, 4 Year Private at-large member
Debbie Harju, Past President
Karen Hutslar, Past President
Katherine McMullen, Chair— Immediate Past President

2013 MACRAO Nominations



MACRAO Vice-President

Term: 4 Years

Nominee: Kara Fields

Kara Fields began her career in higher education in 2000 as a recruiter in the Admissions and Advising Office at Walsh College. She later transitioned to an advising role at Walsh, and was named the assistant director of records and registration in 2004. Kara's current responsibilities include staff management, degree audit and overseeing office operations. Of these duties, she especially enjoys training and helping staff to develop their full potential. Because she can easily build rapport with both staff and students, Kara has taken on more non-traditional roles at Walsh. Most recently, she has proven to be the visionary and guiding force behind the College's veteran student success initiatives. Her relationship-centric approach has helped the College reinvent their military recruitment strategies, optimize veteran-related marketing, and improve their veteran outreach and retention efforts. Kara is equipped to anticipate problems and solve them creatively through the many professional networks she has built. Her foresight into the trajectory of veteran education enabled Walsh to increase veteran student enrollment by over 50%.

Kara enjoys serving MACRAO because she loves to meet new people and collaborate with other professionals. Her involvement with MACRAO is extensive and includes serving as chair of the Graduate/Professional Studies and Registrar's Practices committees and organizing Pre-Conference and Drive-In Workshops. She has also served on the UIC Workgroup and multiple Local Arrangement Committees, where she helped plan the annual conference. Kara has organized and delivered multiple presentations to the MACRAO community on the GI Bill and related legislation, non-traditional student recruitment, document imaging, and generational differences. She also is a member of National Association of Veteran Program Administrators (NAVPA) and the Detroit Economic Club.

Kara received her BA from Oakland University and her MBA from Walsh College. She is an avid reader who enjoys boating and training dogs. She and her husband, Craig, spend summer weekends at their home away from home – on their boat at Island Cove Marina in Harrison Township. She is an active member and newsletter editor for the Crooked River Swissy Club. Her two Greater Swiss Mountain Dogs, Jersey and Royce, have earned official titles for pack hiking and weight pulling (*Kara is still working on hers...*)

2013 MACRAO Nominations



MACRAO Nomination Committee (2-Year College at-large member)

Term: 1 Year

Nominee: **Nikole Ford**

For over 14 years, Nikole has worked in higher education serving in roles relating to Admissions, Recruitment, Marketing, Orientation, International Admissions, Welcome Center/Call Center and Enrollment Services and Development. She began her career in higher education while working as an Admissions Counselor in the Admissions Office at Wayne State University.

Over the past ten years, she has worked as the Manager of Admissions, Recruitment and Enrollment Development at Henry Ford Community College (HFCC). At HFCC, she has served in a leadership role in the areas of new student marketing, on campus recruitment, admissions processing, the day to day operations and technology areas of the office, and Orientation. She has been active for several years in MACRAO as well as the Michigan Association for College Admission Counseling (MACAC). She has served on MACRAO committees and attended many MACRAO conferences.

Recently, she completed a three-year presidential term with the Michigan Association for College Admissions Counseling (MACAC), and currently serves as the Co-Chair of the National Association for College Admissions Counseling (NACAC) National College Fair and on the Michigan ACT Council. Nikole has always valued the relationships she has developed through MACRAO and looks forward to serving the organization on the Nomination Committee.

2013 MACRAO Nominations



MACRAO Nomination Committee (4-Year Public at-large member)

Term: 1 Year

Nominee: **Karen Arnould**

Karen began her employment at the University of Michigan-Flint as a Payroll Clerk in 1980. Since then, she has worked in several positions including word processing operator in the Office of Admissions, a Teller in the Cashier's Office, and Business Manager in the School of Management. She received her Bachelor's degree in Business Administration in 1988. In January 1998 the Vice-Chancellor of Student Services and Enrollment Management appointed her Registrar. She also served as the Interim Director of the Office of Admissions and Recruitment, January – August 2002.

She has been an active member of MACRAO since 1998 and has served on the Registrar's Practices Committee 2009-12 and the LAC in 2012.

2013 MACRAO Nominations



MACRAO Nomination Committee (4-Year at-large member)

Term: 1 Year

Nominee: **Sue Deel**

Sue Deel has been employed with Alma College for 25 years. Beginning in the Admissions Office, she moved to the Registrar's Office where she served as support staff, assistant registrar, and associate registrar. Sue was appointed registrar and has served in that capacity for 10 years.

She's been an active member of MACRAO for approximately 12 years and has served on several committees which include: Local Arrangements, Professional Development, Registrar's Practices, Michigan Transfer Network and Executive Committee as the secretary.

Sue earned her bachelor's degree in Office Administration and a master's degree in Higher Education Administration from Central Michigan University. She has lived in Alma most of her life along with her husband, Bob of 32 years. They are the proud parents of Michael, 22 and Nikki, 19 who is a sophomore at Alma.