

MTA COMMUNICATION PLAN

Purpose	Audience(s)	Deadline	Purpose	Responsible
Inform MACRAO members at GLACRAO <ul style="list-style-type: none"> Business Meeting Overview MTA Update Session 	MACRAO members	November 6-8, 2013	To provide a brief overview of MTA's development, the final recommendations, the role of the Ad Hoc Committee, and overview of the MTA roll-out	Carrie, John, Karen & other MACRAO Ad Hoc or State Committee members present
Create an MTA page on MACRAO's web site that will include: <ul style="list-style-type: none"> Articulation Handbook FAQs Timeline MTA Final Recommendations Directions on how to sign onto the MTA 	<ul style="list-style-type: none"> MACRAO members Academic Advisors CAOs 	November 22, 2013 November 27, 2013	To have a complete collection of applicable MTA information	Carrie, John, and Kris Schuette (MACRAO web editor)
Send an MTA Executive Summary	Presidents	December 1 December 10 or sooner	To give a status update on the Ad Hoc Committee's progress, the timeline, and instructions on how to sign onto the MTA	Chris and Patty
MTA signature forms due	Presidents	February 1	Institution agrees to MTA	Dorene Root (MACRAO Historian)
Report back to the State of Michigan	State Officials	March 1	To inform the State Legislature on the progress of the MTA and the timeline	Chris, Patty, Carrie, and John
Begin official MTA kick-off at MACRAO Spring Drive-In	<ul style="list-style-type: none"> MACRAO members Academic Advisors 	April 2014	General and breakout sessions on the MTA	MACRAO EC & Ad Hoc Committee, Registrar's Practices Committee
Academic Advisor/Transfer Coordinator Regional Training Sessions <ul style="list-style-type: none"> At least one session will be video-taped and posted on the MTA web site, along with all training materials 	<ul style="list-style-type: none"> MACRAO members Academic Advisors 	June 2014	To provide theoretical implications and pragmatic solutions for implementing the MTA	MACRAO EC & Ad Hoc Committee, College Articulation Committee