



ArkACRAO Annual Business Meeting
Embassy Suites
Rogers, Arkansas
October 8, 2009

Call to Order: President Robin Hayes called the meeting to order at 1:15 p.m.

Roll Call: President Hayes stated: Each member institution in attendance at the annual meeting may select two people to cast votes on behalf of their institutions concerning election of officers and constitutional amendments. One voting delegate is from school relations and /or admissions administration and one voting delegate is from registration and/or records. Votes are cast according to member institution roll call. Any other business may be conducted by simple majority vote. Gin Brown, Secretary, conducted the roll call of ArkACRAO Members for 2009-10. Thirty-seven (37) members answered the roll call, representing twenty-four (24) institutions. A copy of the roll call is included in the Secretary's Notebook.

Approval of Minutes from Business Meeting, October 2, 2008:

President Hayes called for the reading of the minutes of the October 2, 2008 Business Meeting. Clark Atkins, Pulaski Technical College, made a motion to suspend the reading of the minutes. Barbara Dunn, Southeast Arkansas College, second. Motion passed. Clark Atkins, Pulaski Technical College, made the motion to approve the minutes as written. Barbara Dunn, Southeast Arkansas College, second. Motion passed. A copy of the minutes is included in the Secretary's Notebook.

Treasurer's Report:

Amy Thomas, Treasurer, presented the Treasurer's Report: Beginning Balance: \$23,094.17; Revenue: \$24,096.15; Total Expenses: \$6,307.07; Balance on Hand: \$40,883.25 (10/8/09). Amy noted that all expenses on this year's conference were not in. One hundred-thirty-five (135) members had attended last year and one hundred-forty-one (141) were in attendance for this year. She noted that the conference last year made approximately \$250, Support Staff netted \$35.00 and Boot Camp netted \$363. Amy reminded the membership that each of the program's goals were to break even or make a small profit but not to go over budget. Amy further commented that all regular members had paid their dues and eight associate member institutions had not paid their dues. When dues have not been paid for two consecutive years the member or associate institution will be removed from membership. Clark Atkins, Pulaski Technical College, moved to accept the report as presented. Wayne Banks, Southern Arkansas University Tech, second. Motion passed. A copy of the Treasurer's Report is included in the Secretary's Notebook.

Old Business:

Officers and Executive Council Reports:

President – President Robin Hayes thanked the Executive Committee and the membership for their support in making the 2008-2009 year a very productive year for the ArkACRAO. President Hayes noted that

Mary Whiting in charge of the Clearinghouse Calendar and Randy Scaggs in charge of the Articulation Workshops through their work with the high school counselors had received numerous positive comments on the work that ArkACRAO performs for their students. She noted that an updated list of high school counselor's names and school information from Roger Palmer with the State Department of Education had given the two programs greater access to the counselors. She encouraged the membership to be involved in ArkACRAO activities and make suggestions for programs.

President-Elect –Sarah Jennings, Southern Arkansas University thanked President Hayes for promoting ArkACRAO and doing a good job. Sarah reported that registration for the fall conference was 141 and thanked everyone for their attendance. She encouraged everyone to complete the evaluation forms and sign up for committee membership.

Vice-President for Admissions Administration– Susan Dewey, UACC-Morrilton, reported that Boot Camp was held at ASU-Beebe on July 29, 2008 with ten (10) new recruiters in attendance.

Vice-President for Records –Regena Carter, UALR, reported that the VP of Records and the VP for Registration, Rosalyn Blagg, ASU-MH, coordinated this year's Support Staff Workshop. The workshop was held on March 26, 2008 at UALR with Forty-five (45) participants. Overall the evaluations were very good. The participants noted that registration was an easy process.

Vice-President for Registration – Rosalyn Blagg, ASU-MH. Report was given with the VP of Records report.

Vice-President for School Relations – Randy Scaggs, UACC-Batesville, was unable to attend the meeting. No report.

SACRAO Representative – Chris Riggins, UCA, stated that ArkACRAO Past President and SACRAO Member at Large Wayne Banks had done a tremendous job in representing ArkACRAO with SACRAO. He encouraged everyone to attend SACRAO 2010 in Chattanooga, Tennessee January 31-February 3.

Legislative Liaison – Darren Jones, UACC-Morrilton, was unable to attend. President Hayes noted that information had been shared through the listserv and web site. A handout, 2009 Legislative Session Overview, was made available to the membership. A copy is included in the Secretary's Notebook.

Publicity/Publications – Tracy Finch, ASU-Jonesboro, reported that the Directory and the Newsletter are available on the website. She thanked the following for their dedication and a job well done: Sharon McDaniel, news articles; Robbie Harper, Directory; Beverly Weems and Darla Fletcher, Newsletter. Tracy encouraged the membership to turn in articles and information in a timely manner.

General Standing Committee Reports:

Constitutional Review – Tony Sitz, UCA Chair, stated that the Constitutional Review Committee unanimously recommends the following revision to Article II, Section 1 of the current constitution.

Currently: Article II, Section 1 of the current constitution reads as follows:

“The President shall serve as Chair of the Executive Committee and shall be an ex-officio member of all general standing committees and preside at all meetings of the Association. The President shall be responsible for all activities within the Association, with the prerogative to delegate duties and responsibilities. The President shall preside over the annual business meeting. The President shall serve for a one-year term and shall assume this office after completion of one term as President-Elect.”

The recommended *revision* is:

“The President shall serve as Chair of the Executive Committee and shall be an ex-officio member of all general standing committees and preside at all meetings of the Association. The President shall be responsible for all activities within the Association, with the prerogative to delegate duties and responsibilities. The President shall preside over the annual business meeting. **Beginning with the fall 2009 annual business meeting, the charge will be: Responsibilities of the SACRAO Representative position will go to the President of ArkACRAO. The President shall represent the Association at the annual regional (SACRAO) meeting. The President's SACRAO annual conference registration fees, room, travel and meal expenses that follow allowable conference expense subject to individual institution and Arkansas State reimbursement guidelines shall be fully funded by the Association. To receive reimbursement, the President will turn in proper documentation of allowable expenses to the Treasurer. If the President chooses to attend the national (AACRAO) meeting, the only allowed expense to the Association is the cost of registration fee. All other travel expenses are with the President.** The President shall serve for a one-year term and shall assume this office after completion of one term as President-Elect.

Rosalyn Blagg, ASU-Mountain Home, made the motion to accept the recommendation of the Constitutional Review Committee for the revision to Article II, Section 1 as Tony had stated. Regina Carter, UALR, second. By roll call vote the motion passed unanimously. A copy of the roll call vote is found in the Secretary's Notebook.

Nominations and Elections – Wayne Banks, SAU Tech, chair, stated that according to Article III, Section 1. The Association officers shall be elected in the business session of the annual meeting. A slate of nominees shall have been presented by the Nomination and Election Committee to the membership at least thirty (30) days before the annual meeting. Additional nominations may be made from the floor of the business meeting. After approval from the EC on August 31, 2009 a slate of nominees was posted on the listserv for the membership. Wayne Banks stated that the Nomination and Election Committee places the following slate of nominees before the members:

President-Elect – Gin Brown (Ozarka College)

Secretary – Rachel Mullins (UACCM)

VP for Admission Administration – Sorronto Aubrey (UALR)

VP for Registration – Erica Fulton (UAPB)

Clark Atkins, Pulaski Technical College, moved to accept the slate of nominees. Sarah Jennings second. Motion Passed. President Hayes called for a roll call vote. Clark Atkins, Pulaski Technical College, moved to suspend the roll call vote and accept the slate of nominees by acclamation. Chris Riggins, UCA second. Motion passed. The Nomination and Election report is included in the Secretary's Notebook.

Wayne Banks thanked the nomination committee of Rosalyn Blagg, ASU-MH; Susan Dewey, UACC-Morrilton; Tracy Finch, ASU-Jonesboro; and Chris Riggins, UCA for their assistance.

Professional Access and Equity Committee – Mark Lloyd, UA-Fort Smith was unable to attend. No report.

Publications/Publicity Committee – Tracy Finch, ASU-Jonesboro. Report given with Executive Committee Reports.

Annual Meeting Program Committee – Sarah Jennings, SAU. Sarah thanked the Site Selection Committee for recommending the Embassy Suite. It had provided an excellent location to have a conference. Additionally, she thanked everyone that helped arrange and carry out the conference.

Hospitality Subcommittee – Chelsea Ward, UALR. Thanked everyone for their support of the service project, The Rice Depot. A special thank you goes to Jean Mitchell, UA Fayetteville, for the donation of the handmade quilt, and Blackman Jewelry for the donation of the watch. These items helped to raise over \$120 to donate to the Rice Depot. A huge thank you goes to Wanda McConnaughay for collecting 21 boxes of food items and supplies. Everyone working together we have a large donation to give. Chelsea reminded everyone not to forget the hospitality. Come visit and enjoy the net working. Chelsea reminded everyone to volunteer by completing the "I Am Available Form."

Site Selection – Sorronto Aubrey, UALR, chair, reported that the committee placed the following sites for consideration for the 2011 Fall Conference:

Wyndham Riverfront, North Little Rock

Lake Hamilton Resort, Hot Springs

The Austin, Hot Springs

Sorronto noted that The Austin was the number one site recommendation by the committee.

Room rate is \$85.00 for single or double occupancy; \$95.00 triple or quad occupancy. Tax rate is currently at 13%. A discussion of all the facilities followed. Clark Atkins, Pulaski Technical College, (**Correction to Susan Dewey, UACC-Morrilton 10/7/2010**) made the motion that the 2011 ArkACRAO Fall Conference to be held at the The Austin, Hot Springs on October 6-8. Rosalyn Blagg, AS-Mtn. Home, UCA, second. Motion passed with a show of hands vote 46 for and 29 against. A copy of the Site Selection Committee's report is found in the Secretary's Notebook.

Membership – Chad Cox, University of the Ozarks, stated that the membership committee recommends the following institutions for Associate Membership:

Pittsburgh State in Kansas

Oklahoma City University

Not recommended for membership ITT, Little Rock. The institution does not meet the requirements for membership.

Regina Carter, UALR, made the motion that the recommendation of the committee is accepted and both institutions is accepted as Associate Membership. Susan Dewey, UACC-Morrilton, second. Motion passed.

Recognition – Rachel Mullins, UACC-M, chair, stated the ArkACRAO Recognition Committee presents special awards to the following:

Robin Hayes	Outgoing President	2008-2009
Gin Brown	Secretary	2005-2009
Susan Dewey	Vice President for Admissions Administration	
Rosylan Blagg	Vice President for Registration	
Darren Jones	Legislative Liaison	

Chris Riggins	SACRAO Representative
Joe Darling	former ArkACRAO President and years of service –previously at UCA
Kasi Jones	Years of service to ArkACRAO- left UCA to move to Purdue University
Wanda Hensley	Changed jobs—Admissions Officer and then Registrar for over 20 years at UACC-Morrilton
June Walters	Changed jobs-VP Student Services and Registrar at Arkansas Northeastern college for over 20 years
Sandra Dannaway	retired March 2009 – Director of Records and Registration for UALR

A copy of the Recognition Committee's Report is included in the Secretary's Notebook.

Admission Administration and School Relations Oriented Standing Committees:

Articulation Workshop – Randy Scaggs, UACC-B, chair, unable to attend. No report
College Planning Program Clearinghouse – Mary Whiting, UA-Monticello, reported that the College Planning Programs had gone well. She thanked everyone for their cooperation in developing the Clearinghouse Calendar.

New Business: President Hayes thanked the ArkACRAO membership for allowing her to serve as president and wished Sarah Jennings much success as President. President Hayes passed the gavel to Sarah Jennings. President Jennings first official act was to say thank you to President Hayes for her year of service and for being a very active president. President Jennings reminded everyone to complete their evaluation. She also asked the membership to complete the "I am Available" forms. President Jennings noted that the forms are used to complete the committee assignments. She also noted that the 2010 Fall Meeting would take place October 6-8 at Lake DeGray Resort.

Adjournment:

Alisa Waniewski, ATU, made a motion to adjourn. Chad Cox, University of the Ozarks, second. Meeting adjourned at 2:30 p.m.

Respectfully submitted,

 Gin Brown, Secretary 2005-2009

 Rachel Mullins, Secretary 2009-2011

Approved:

 Robin Hayes, President 2007-2008

 Sarah Jennings, President 2009-2010

Correction at Fall Business Meeting 10/72010: Site Selection Report