



ArkACRAO Annual Business Meeting  
Pinnacle I-IV, Embassy Suites  
Rogers, Arkansas  
October 2, 2014

**Call to Order:** President Amy Mahan called the meeting to order at 1:52 p.m.

**Roll Call:** President Mahan asked Tom Gattin, HSU, to serve a parliamentarian for the Annual Business Meeting. President Mahan 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. Malissa Mathis, Secretary, conducted the roll call of ArkACRAO Members for 2014-15. Forty-six one voting members answered the roll call, representing 28 institutions (there are currently forty-four member institutions). A copy of the roll call is included in the Secretary's Notebook.

**Approval of Minutes from Business Meeting, October 3, 2013:** President Mahan called for the reading of the minutes of the October 3, 2013 Business Meeting. Linda Holland, UACC-Morrilton, moved to suspend the reading of the minutes and approve the minutes. Tammy Weaver, ATU, seconded. Motion passed. A copy of the minutes is included in the Secretary's Notebook.

**Treasurer's Report:** Brandi Tripp, Treasurer, presented the Treasurer's report:

**Balance Sheet Summary:** Last year's balance at this time was \$41,417.25. We currently have a balance of \$36,603.35 and our CD is redeemable at \$9,616.32. The current totals reflect \$21,639.66 in deposits, \$8,838.58 in expenses. Our current balance will decrease once all conference obligations have been paid in full. Full profit/loss summaries of ArkACRAO's 2014 events (Boot Camp, College Planning Program, Registrar's Therapy, and Support Staff Workshop) are included in the Secretary's Notebook.

**ArkACRAO Membership:** We have fourteen member institutions with outstanding membership dues. Electronic invoices were sent out June 1, 2014. Nine institutions will be removed from Associate Member status: Baker University, Bethany College, Christian Brothers, College Board-Southwest Regional Offices, Lambuth University, Northwestern State University-LA, Stephens College, Texarkana College, and Texas Christian University.

**Fall 2014 Conference:** Treasurer Tripp gave the following statistics concerning the Fall 2014 Conference: There was a total of One-hundred twenty-four individual registrations, including 1 Sponsor and 4 Vendors. Thirty-six institutions from ArkACRAO were represented in the registrations.

Treasurer Tripp stated that there is a contact sheet for membership dues at the conference registration table and to please make sure that attendees institutional information is up-to-date. A copy of the Treasurer's report is included in the Secretary's Notebook.

**Audit Committee:** Had not yet met at the time of the Annual Business Meeting. Alisa Waniewski, ATU, will serve as head of the audit committee, and she thanked Brandi Tripp for her service in stepping up into the position vacancy. The results of the audit committee will be reported in the October 3, 2014 EC Minutes and included in the Secretary's Notebook (also, will be posted at the ArkACRAO website for all members to view).

In commentary related to the ArkACRAO Finance Audit Committee, Alisa Waniewski, ATU, expressed concern about ArkACRAO finances. ArkACRAO is not a money-making venture, but provides services and events to educate higher education personnel in this state. Currently, from a preliminary review, ArkACRAO has only collected \$1750 in Clearinghouse Calendar sales, whereas, last year, we collected \$2200. Waniewski voiced concern that as long as the calendar is posted on the ArkACRAO website, the organization's revenue will drop. The Clearinghouse Calendar was posted on the website due to requests from College Automation that it be posted in May. This is coming at a time when our associate membership has dropped. ArkACRAO hasn't raised its dues since 2008 (when it went from \$75 to \$100), so that factor may need to be considered so that ArkACRAO doesn't lose ability to provide services and events, going forward. Discussion concerning finances, College Automation, Clearinghouse Calendar, and timing of articulation workshops occurred. Rosalyn Blagg, ASU-Mountain Home, recommended that ArkACRAO look more closely at the timeline of when the Clearinghouse Calendar was posted keeping in mind the need to provide timely information to high school counselors, but at the same time, weighing the loss of calendar sales to the organization. President Mahan shared that the calendar sales figures in 2014 had been \$2250 to date. Chris Riggins, UCA, commented that College Automation wasn't a money-making venture, but trying to serve high school guidance counselors, students, and higher education institutions. He said that the figures that President Mahan shared shouldn't be of concern, and that he appreciated her sharing them to lend perspective to the discussions. Riggins also said that since College Automation was still in a pilot phase, it was perhaps too early to gauge impact. Both Waniewski and Riggins agreed that the impact of College Automation would require more study during the next few years.

Rosalyn Blagg, ASU-Mountain Home, moved that ArkACRAO review data throughout the next year so that the impact of College Automation can be gauged and report back at the 2015 Annual Business meeting. She further motioned that ArkACRAO leave the calendar the way it is (posted to the website) for one more year. Tammy Weaver, ATU, seconded, but before the membership could vote, there was more commentary. Alexis Pacheco, UA-Monticello, spoke on behalf of Mary Whiting, stating that Ms. Whiting works very hard to prepare the Clearinghouse Calendar through her work with high school counselors, and that she would like to have the Calendar prepared earlier, but runs into obstacles. Ms. Pacheco said that ArkACRAO should include Ms. Whiting in these discussions before voting on a course of action. Rosalyn Blagg, ASU-Mountain Home, said that the entire organization is indebted to Ms. Whiting for her work on preparing the Clearinghouse Calendar. Ms. Blagg asked if ArkACRAO should alter practice by posting dates on the website just prior to events? Or, have all the information posted? President Elect Tracy Finch, ASU-Jonesboro, stated that she knows that College Automation would like the Calendar posted in May. Ms. Finch pledged over the next year to work closely with Mary Whiting, Chris Riggins, and the high school counselors on this issue. Constance Castle, UA-Pine Bluff, asked if ArkACRAO would agree to check with LACRAO (Louisiana ACRAO) about how they manage

their Clearinghouse Calendars, as their calendars are not posted online, but the high school counselors are aware of dates. Tammy Weaver, ATU, called the question for a vote. Rosalyn Blagg, ASU-Mountain Home, amended her motion to state that ArkACRAO would work closely with Mary Whiting, Chris Riggins, and the high school counselors to ensure that the organization would review Clearinghouse Calendar issues. Wayne Banks, Southern Arkansas University Tech, moved to accept the amendment to the motion. Linda Holland, UACC-Morrilton, seconded. The amended motion carried by unanimous vote.

**Old Business:**

**Officers and Executive Committee Reports:**

**President:** President Mahan reported that she has been honored to serve as ArkACRAO President for 2013-2014. She thanked everyone for an excellent and interesting year, though she said that thanks is not really enough for everyone's work on the Executive Council and Committees. The Treasurer's position became vacant in December 2013, and Brandi Tripp, ATU, was appointed Treasurer in April 2014 to fill the vacancy. Todd Koch, UA-Fort Smith, was appointed the Publications/Publicity Chairperson in January 2014. The Vice-President for Admissions was vacated by Ron Hudson due to a new position and Keesha Johnson, College of the Ouachitas, was appointed in December 2013. The Professional Access and Equity committee chair was vacated in November 2013 by Josh Rauls due to a job change and is still vacant. President Mahan encouraged everyone to complete the "I'm Available" form to get involved in a committee. She said that we are only as strong as our membership.

Commenting on PowerPoint slides, President Mahan shared information from the SACRAO meeting in Raleigh, North Carolina in February 2014. She thanked ArkACRAO for the opportunity to attend SACRAO and said that the experience was educational as well as fun. President Mahan shared that ArkACRAO had hosted several successful events over the past year, including Support Staff Workshop, Registrar's Therapy, Boot Camp, and the Articulation Workshops, which will be reported on by others. She said that as the earlier meeting discussion showed, the College Automation project has experienced some growing pains, but reminded all that it has been a long time since ArkACRAO had attempted a project of this scope and nature. Change is difficult, new technology is challenging, and changing to a new technology in higher education is almost an impossible feat to accomplish. Finding the appropriate place for the oversight of College Automation, and the monitoring of its progress, will be a task resting with the Constitutional Review Committee. President Mahan expressed her certainty that ArkACRAO will sort out these decisions together.

President Mahan spoke about the work that the Executive Committee had undertaken during the past year in reviewing, updating, and publishing EC and Committee position descriptions on the ArkACRAO website. She stated that the EC and Committees will continue to work on this project to its completion. This vital information will help those interested in serving this organization on making decisions about where they would like to serve. In closing, President Mahan thanked ArkACRAO for the extraordinary opportunity to serve as president.

**President Elect:** Tracy Finch, ASU-Jonesboro, thanked ArkACRAO for the opportunity to coordinate the Fall 2014 Conference and serve during the upcoming year as president. She extended special thanks to Regina Carter, Randy Scaggs, Wayne Banks, Natalie Oliver, and Susan Dewey for reviewing the conference proposal and providing recommendations. Ms. Finch stated that the Embassy Suites is a lovely venue, but challenging to budget due to high technology fees. She strongly recommended that ArkACRAO carefully consider technology costs, as well as room guarantees, in planning the 2015 Conference. Over the next few months, Ms. Finch will review her conference planning notes so that those involved with planning the next conference will have great past information to draw from to help inform future conference planning.

President Elect Finch thanked the vendors present for sponsoring breaks during the conference. She said that she is excited to work with the new and continuing Executive Committee and General Standing Committee members during the coming year.

**Secretary:** Malissa Mathis, UA-Little Rock, thanked ArkACRAO for the opportunity to serve as secretary. She stated that she has posted minutes and constitutional changes to the website as approved, and encouraged all members present to visit the ArkACRAO website for information.

**Vice President for Admission Administration:** No separate report, but information will be presented during the Articulation Workshops report.

**Vice President for Records:** Rosalyn Blagg, ASU-Mountain Home, reported that the Support Staff Workshop was held on March 20, 2014 at the Arkansas 4-H Center in Ferndale (Little Rock).

- In preparation for the event, Ms. Blagg, EC VP for Records, checked the “I am Available” forms from the 2013 Fall Conference and formed a committee that included Allison Haught, ASU-Mountain Home, and Zeda Wilkerson from Ozarka. Excellent input and great effort was given from Allison and Zeda during the planning and execution of the workshop.
- Theme was “Lots of Bloomin’ Ideas,” focusing on Spring flowers theme and appreciating diversity of workplace experiences and skills.
- Thirty registered for the workshop.
- Allison Haught and Roz Blagg led a sign-in and get-acquainted activity related to attendees’ favorite flower
- Excellent presentations were given by Amy Mahan, ArkACRAO President (FERPA Updates); Regina Carter, Past ArkACRAO President, and Jennifer Sibley (Personal & Campus Safety); Dr. Julia Gist (Disaster Drill Preparedness); and Zeda Wilkerson (Workplace Personalities).

**Vice President for Registration:** Wayne Womack, UA-Fort Smith, reported that Therapy for Registrars took place on July 17-18 in North Little Rock at the Hilton Garden Inn. Featured speakers were Rick Jenkins from ADHE and Collin Callaway from Arkansas Association of Two-year Colleges. Twenty members attended the meeting, and there was a net revenue of \$248.15 for the event.

**Vice President for School Relations:** Barbara Dunn, Southeast Arkansas College, reported that Boot Camp was held on July 25, 2014 at the University of Arkansas at Little Rock. Ms. Dunn extended thanks to Chelsea Bishop Ward and to all of the staff who volunteered to host this year’s event. She also gave very special thanks to Shelley Price, UACC-Morrilton, who assisted her in planning the event, and also gave special thanks to all the presenters. Nineteen new professionals from universities and colleges across the state attended this year’s Boot Camp event. Ms. Dunn reported that some of the sessions offered included: planning travel, safety & health, appropriate dress and professionalism, high school visits, etiquette, college fairs, College Fair Automation, and financial aid. At the time of the conference, there was a net revenue of \$201.78, but once all fees were received, the total should be \$281.78.

**Legislative Liaison** – Scott Post reported that on October 1, 2014, the Fall 2014 Pre-Conference Legislative Panel consisted of guests Shane Broadway (Director of ADHE) and Phillip Wilson (President of Rich Mountain Community College). Director Broadway, and President Wilson discussed the possible impact of the upcoming legislative session on higher education. The group

also discussed the Lottery Scholarship, transferability of ACTS courses from colleges that are not regionally accredited, high school concurrent enrollment issues, Workforce Training, and academic clemency policies. Mr. Post offered sincere thanks to Director Broadway and President Wilson for taking the entire day to listen and talk with ArkACRAO members about questions and concerns.

**Publicity/Publications** – Todd Koch reported the Publications/Publicity Committee spent the months of May and June organizing and finalizing the 2014-2015 ArkACRAO Directory. Mr. Koch stated that he has contacted every member institution in the state to provide ArkACRAO with any changes and/or updates to the Admissions', Registrar's, or university's personnel. Changes also included tuition/fees, dates of importance, phone numbers, etc., however, please be aware that there were some member and associate institutions that had not sent any updates. There are markings in the directory that allows the reader to know that the information listed in the directory may not be up-to-date. Eleven thousand (11,000) copies of the directory were printed in advance of the September Articulation Workshops. At this time, there are only 200 hard-copies of the directory remaining, so please contact him directly if you would like a copy.

Another duty of the Publications/Publicity Committee is to provide the Southern Association of College Registrars and Admissions Officers (SACRAO) with a quarterly newsletter. This newsletter allows ArkACRAO to give SACRAO any state updates. The Summer 2014 ArkACRAO newsletter was sent on June 16. Mr. Koch has sent out a message to the ArkACRAO listserv for items to be submitted by October 2 for the Fall 2014 newsletter to be sent to SACRAO.

#### **General Standing Committee Reports:**

**Constitutional Review** – Alisa Waniewski reported that the Executive Committee asked the Constitutional Review Committee to consider a proposal to add a new standing committee to the constitution. The Constitutional Review Committee made a few minor changes to the proposal. The new committee should be listed under Article V – Committees, Section 3, Admissions Administration and School Relations-Oriented Standing Committees and should read as follows:

#### ADMISSIONS ADMINISTRATION AND SCHOOL RELATIONS-ORIENTED STANDING COMMITTEES

1. Articulation Workshop Committee – recommends dates and locations of fall workshops, designs and monitors a rotation schedule for host members; plans the program format for the workshops; submits evaluations of the events; determines the level of participation of associate members at the Articulation Workshops. The Chair shall serve a two year term.
2. College Planning Program Clearinghouse Committee – coordinates, evaluates, and makes recommendations concerning the College Planning Programs endorsed by ArkACRAO for Arkansas high school students. The Chair of the Clearinghouse Committee shall serve for years, and be responsible for receiving proposed dates and time from counselors, advising counselors of probable availability of university representative participation, developing a regional schedule for college planning program dates and times, and distributing the calendar.
3. College Fair Automation Committee – coordinates, evaluates, and makes recommendations concerning the College Fair Automation Program endorsed by ArkACRAO for Arkansas high school counselors and students. The Chair of the College Fair Automation Committee shall serve as a liaison to the College Fair Automation provider and work closely with the Admissions Administration and School Relations-

Oriented Standing Committees to ensure a positive experience for counselors, students and members. The Chair shall serve a two year term.

In order to be consistent, the Constitutional Review Committee recommends that “The Chair shall serve a two year term.” be added to the definition of the Articulation Workshop Committee in the same section, point 1.

The Executive Committee approved the recommendation of the Constitutional Review Committee and the proposed changes were distributed to the membership via the ArkACRAO list serve on August 22, 2014.

Members of the Constitutional Review Committee are Charla Jennings, Sharon McDaniel, Zeda Wilkerson and Alisa Waniewski (chairperson).

Zeda Wilkerson, Ozarka College, motioned that the ArkACRAO membership accept the proposed constitutional changes as outlined. Wayne Banks, Southern Arkansas University Tech, seconded. There was a roll call vote to accept the proposed changes. The membership voted unanimously to approve the proposed changes.

**Nomination and Election Committee:** Rosalyn Blagg, ASU-Mountain Home, reported for Susan Dewey Kissinger, UACC-Morrilton, who couldn’t attend the meeting. Ms. Blagg stated that the Nomination and Election Committee places the following slate of nominees before the members:

President Elect: Randy Scaggs, Director of Admissions, North Arkansas College  
Treasurer: Brandi Tripp, Associate Registrar, ATU  
VP for Records: Natalie Oliver, Associate Registrar, Harding University  
VP for School Relations: Rachel Mullins, Interim Director of Admissions, UACCM

The slate of nominees was placed on the list serve on September 12, 2014. Ms. Dewey-Kissinger expressed her apologies via listserv email to the membership for the delay in sending the slate of officers within the timeline required in the constitution. Article III Section 1 states that a slate of nominees shall have been presented by the Nominations and Election Committee to the membership at least thirty (30) days before the Annual Meeting. For this reason, a request to suspend the rules was asked for and approved by the email vote of the Executive Committee.

Via listserv email, Ms. Dewey-Kissinger stated that several members had expressed the desire that ArkACRAO move to an open nomination format. The idea was presented to the Executive Committee and they agreed to seek nominations from the ArkACRAO membership. The Executive Committee felt that the entire membership should have the opportunity to apply for or nominate another deserving and qualified individual for the leadership positions. When the nominations were evaluated, there was not a qualified nominee for President-Elect from the Records/Registrar area willing to serve. According to Article III -Section 3: The Presidency of the Association should alternate each year between the Admissions/School Relations related area and the Records/Registration related area, with equal consideration given to individuals whose professional responsibility is for both areas. This year the nominee for President-Elect should be from the Records/Registrar area. After consulting with several seasoned ArkACRAO leaders, a decision was made to continue to accept nominations. This caused the delay in getting the nominations completed and presented in a timely manner. Lessons have been learned and changes will be made to the application/process to insure a more timely process if the decision to continue with this process next year.

President Mahan called for any nominations from the floor. Hearing no additional nominations, Wayne Banks, Southern Arkansas University Tech, moved to accept the slate of nominees as

presented. Linda Holland, UACC-Morrilton, Seconded. Motion passed. President Mahan called for a roll call vote on the slate of nominees, but before a roll call vote took place, Charla Jennings, North Arkansas College, moved to suspend the roll call vote in favor of voice vote from the floor. President Elect Tracy Finch, ASU-Jonesboro, seconded. Motion passed unanimously.

On behalf of Ms. Dewey-Kissingher, Ms. Blagg extended thanks to the membership for allowing her to serve.

**Professional Access and Equity Committee** : No report as chair is currently vacant.

**Hospitality Subcommittee:** Sharon McDaniel, ASU-Jonesboro, reported that the Hospitality committee this year consisted of Leigh Quillin, UACC-Hope, Diana Davidson, UACC-Hope, and Erin Hollingsworth, Northwest Arkansas Community College. Ms. McDaniel reported that Jean Mitchell, UA-Fayetteville, and friends had made a beautiful quilt for this year's raffle, which she showed to the membership, thanking Jean for her amazing contribution. The raffle proceeds this year will benefit "Faith in Action" a non-christian based organization providing homebound seniors with free medical services and assistance in promoting their independence, dignity and quality of life. Ms. McDaniel thanks all of the membership who provided items for this year's raffle, and thanked all those who had brought monetary, food, toiletries, blankets and health-related donations for the charity.

Ms. McDaniel reminded everyone that the ArkACRAO Hospitality room is available Wednesday and Thursday nights during the conference, from 8:00 -11:00 p.m.

**Site Selection** – Linda Holland, UACC-Morrilton, and Sheila Sommers, UACC-Morrilton, reported for the Site Selection Committee for the Fall 2016 conference. Ms. Holland presented a PowerPoint presentation and reported the following information regarding the locations she and her committee (Kim Bigger, Black River Technical College, Sheila Sommers, UACCM, and Zeda Wilkerson, Ozarka) have been researching for 2016:

**Eureka Springs, Inn of the Ozarks** – Resort was completely rebuilt after fire in 2004. ArkACRAO would only need to reserve top floor as it would be easy to fit 150 people in the larger rooms. The conference center is free with one paid group meal per day. It is the most economical of the four sites, room rates are \$83/night. Hospitality Suites are available, so we could bring our own food and beverages for this room (they will provide ice and trash cans). Free wifi and all media needs (screens, projectors, microphones, etc.). They will provide set up and decorations for most any theme dinner at no additional charge (Example: Jimmy Buffet night by the pool). Lots of parking at hotel and conference center. The staff are very courteous and easy to work with. Some drawbacks may be the remote location (175 miles NW from Little Rock), hotel rooms are grouped in 5 separate buildings on the property, and there is an outside walk or drive to the conference center. Also, most area shops close at 5:00 p.m., though there is a trolley for downtown at \$6/day or \$10/for two.

**Embassy Suites, Little Rock** –The committee visited this site due to its central location and accessibility to members, but it is booked for the next 5 years.

**Double Tree by Hilton, Little Rock**—The committee presented pros/cons of this site. Meeting rooms prices are based on how many sleeping rooms are booked. Currently, the site is undergoing construction that is scheduled for completion in September 2016, but that timetable might lag. The hotel will not give a food cost until 90 days prior to the conference, which is a major planning problem. Also, there would be impact with sleeping room reservations because those within 50 miles would not be allowed under travel regulations to stay overnight.

**Marriott (formerly The Peabody Hotel), Little Rock** – Currently undergoing a \$16 million dollar renovation, so spaces and rooms will be super nice when completed. Conference rooms are on four different floors and there is an escalator down to the State House

Convention Center. One room is free for every 50 guest rooms booked. There is a spacious, two-story suite for hospitality room with a big screen TV and sitting areas upstairs and downstairs. We can bring our own food and drinks into the hospitality suite. Large bandwidth for free wireless in rooms and conference area, but we would have to pay extra for all media needs through an outside vendor or bring our own (unless we use their theatre style rooms which already have projectors and screens). There are also additional fees for ballroom, session rooms and each vendor tabletop. We don't have the room cost yet, but probably \$130 per night. The parking is not at Marriott, but is two blocks south of the hotel or below the Doubletree, and there would be a charge.

**Mt. Magazine State Lodge** – ArkACRAO would have entire resort to ourselves, but hotel rooms and cabins are priced separately, with only 60 rooms and 13 cabins with 22 bedrooms. People would need to share rooms in order to accommodate everyone. It's a remote location, on top of the highest mountain in Arkansas, 110 miles NW from Little Rock. Weather permitting, the views are beautiful. Hospitality room is available and we can bring our own food and beverages for this room. Otherwise, all meals will need to be provided and the food costs are estimated around \$17,000. There is a good selection of food and drinks. There is free high speed internet and all media needs (screens, projectors, microphones, etc.). There is a pool, fitness room, and restaurant on premises. The staff are very courteous and easy to work with. Nearest shopping is Fort Smith or Russellville.

The committee placed the following sites for consideration for the 2016 Fall Conference:

Inn of the Ozarks, Eureka Springs  
Mt. Magazine State Lodge, Paris, AR  
Marriott, Little Rock

Alisa Waniewski, ATU, moved that the 2016 ArkACRAO Fall Conference be held at the Inn of the Ozarks, Eureka Springs. Tracy Finch, ASU-Jonesboro seconded. Motion passed.

**Membership** – Emily Newlin, CCCUA, reported for chair, Dylan Mowery, Ozarka, that the Membership Committee has not received any new requests for membership, but has been communicating with past members about reestablishing their membership. Crowder College, MO. was contacted last year and was still confused on membership this year. We discussed at Fall Conference that we would get payment up front since they had been missing dues. Directed them to ArkACRAO Treasurer. OKC University contacted to change contact information. UAFS also needed information updated. Ecclesia College has petitioned to upgrade its status from associate to full membership. After some discussion, Rosalyn Blass, ASU-Mountain Home, moved to leave Ecclesia College at the associate membership level. Barbara Dunn, Southeast Arkansas College, seconded. Motion passed.

**Recognition Committee** – Pamela Bowie Bailey, UA-Little Rock, presented 8 plaques and awards on behalf of the Recognition Committee. The following members were recognized:

Special Recognition

Joe Scribner, University of Arkansas, for all his hard work that he does on the ListServe and keeping us all connected.

Retirees

Phyllis Hoffman, Central Baptist College, retired in January 2014.  
Janice Hurd, Harding University, retired in January 2014.



Outstanding Service (EC Members rotating off of the Executive Committee)

Amy Mahan, ASU-Beebe  
Rosalyn Blagg, ASU-Mountain Home  
Barbara Dunn, Southeast Arkansas College  
Chelsea Bishop Ward, UA-Little Rock  
Regina Carter, UA-Little Rock

At the conclusion of these presentations, President Amy Mahan stated that there was one more important award to present. She presented the **Fred Russell Award**, which carries a \$100 honorarium to Mary Whiting, UA-Monticello, for her exceptional service to ArkACRAO in her work on the Clearinghouse Calendar and College Planning Programs. Alexis Pacheco, UA-Monticello, accepted the award on behalf of Mary Whiting.

**Admission Administration and School Relations Oriented Standing Committees:**

**Articulation Workshop** – Chair Whitney Hall, Southern Arkansas University, gave the report: Participation for the 2014 workshops was very successful, with the following current area high school counselors and career coaches in attendance:

- Northeast Region —Arkansas State University in Jonesboro, AR – 50 guests
- Northwest Region—Arkansas Tech University in Russellville, AR – 96 guests
- Southern Region—Ouachita Baptist University in Arkadelphia, AR—89 guests
- Central Region—Arkansas State University in Beebe, AR—99 guests.

ArkACRAO member and associate member attendance ranged from 27-30 at any given workshop. No serious issues developed, for an extensive campus visit was conducted months prior to these workshops for planning purposes. Parking arrangements, convenient signage, and staff assistance, facilities for speaking and the information exchange, registration processes, program presenters, and more are all thoroughly examined. Each 2014 host site exceeded the criteria in a professional and efficient manner.

Upon ADHE approval, this annual event will continue to provide high school guests with the opportunity to gain up to 3 credit hours of professional development—which is solely at the discretion of the local district.

Pending campus visits, anticipated host sites for 2015 workshops are as follows:

- Northeast Region – Ozarka College in Melbourne, AR
- Northwest Region – University of Arkansas in Fayetteville, AR
- Southern Region – University of Arkansas Community College in Hope, AR
- Central Region – Pulaski Technical College in North Little Rock, AR

In closing, Ms. Hall thanked Todd Koch for his service in getting the directory printed and distributed prior to the articulation workshops. She also thanked Brandi Tripp for her quick responses and membership updates.

**College Planning Program Clearinghouse** – Alexis Pacheco, UA-Monticello reported for Mary Whiting, who couldn't attend the meeting due to her chairing a chancellor's search committee at her campus. The Clearinghouse Calendar was distributed to all who were members and requested it. In addition, any verified purchases were sent. The month of September has gone well, with very few problems. Ms. Whiting has addressed complaints and resolved them and/or made notes for next year. October events are in place, with notification of any changes. Other listserv notices will be sent as needed. High school counselors have been very supportive and helpful. Ms. Whiting has made notes of questions or concerns they've shared with her, and she has answered questions regarding college planning programs. For those with scanner questions, she has referred them to Chris Riggins. Transfer fairs for Spring are scheduled. Ms. Whiting expresses concern about well over a dozen high schools and career coaches who were told to

contact her to schedule a fair. The off-schedule fairs are increasing, some are actually within a week after a scheduled fair. Ms. Whiting does her best to address them, working together with counselors who work with her. She recommends that everyone be directed to her with these questions.

**College Fair Automation:** Chris Riggins, UCA, reported that the college fairs that are governed by the ArkACRAO College Fairs Automation are progressing very well. Once students register, they can generate a bar code for the college fair. Mr. Riggins said that student registration (bar codes) were up from last year during this time period for all college fairs. Also, more scanners were rented from colleges and universities this year than last year. The College Fair Automation Company waived the \$450 set up fee again for the second year. Mr. Riggins stated that he and Jack Philips went to the Arkansas School Counselors Association and presented information on College Fair Automation (CFA). Presentations were also given at all four locations of the Articulation workshops and the Career Coaches Conference held in March 2014.

**SACRAO Scholarship:** President Mahan encouraged members to apply for the SACRAO scholarship. The next SACRAO meeting will take place February 1-4, 2015 in Mobile, AL.

**New Business:**

**ArCPA Proposal to Merge Conferences:** President Mahan presented a proposal from Dr. Brad Patterson, UA-Little Rock, on behalf of merging the ArkACRAO conference in the future with the Partners for Student Success conference. After discussion, many concerns were expressed in merging the ArkACRAO conference with the Partners for Student Success conference, including: negative past conference merger experiences, difficulty in planning, the fear that ArkACRAO's memberships needs would not be met, and the hardship on smaller campuses in having so many personnel attending conference at the same time. At the end of the discussion, President Mahan said that she appreciated all of the input, but not hearing much positive, this item has died in discussion with no motion or vote.

**Future ArkACRAO Meetings:**

President Mahan reminded the membership that the 2015 Fall Conference will take place October 7-9 in Texarkana, AR. Once again, President Mahan thanked ArkACRAO for the opportunity to serve as president, then passed her gavel to President Elect Tracy Finch.

**Adjournment:**

Chris Riggins, UCA, moved to adjourn. Rosalyn Blagg, ASU-Mountain Home, seconded. Meeting adjourned at 3:45 p.m.

Respectfully submitted,

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Malissa Mathis, Secretary 2013-2015

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Secretary 2015-2017

Approved:

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Amy Mahan, President, 2013-2014

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Tracy Finch, President 2014-2015