Minutes of the 2003 Rocky Mountain Association of Collegiate Registrars and Admissions Officers
Annual Business Meeting
July 17, 2003
Durango, Colorado

I. **Call to Order:** The 27th Annual Meeting was called to order at 12:10 p.m. by President Kathleen Sena at Fort Lewis College in Durango, Colorado. Kathleen noted that a quorum for any association meeting - annual or special - shall include the presence of at least one delegate from 25% or more of the member institutions with each state represented by at least one institution. She had determined through consultation with the local arrangements chair and the vice presidents that a quorum exists.

Kathleen recognized the current board members:

Tamara Lehner, President Elect and 2003 LAC Chair – University of Wyoming
Steve Ekerholm, Past President – University of Colorado – Colorado Springs
Becky Barnes, Vice President, Colorado – University of Northern Colorado
Mary Angell, Vice President, New Mexico – College of Santa Fe
Laurie Watkins, Vice President, Wyoming – Western Wyoming Community College
Nolan Oltjenbruns, Secretary – Colorado State University
Scheherazade Downey, Treasurer – University of Denver
Sally Page, Newsletter Editor – University of Colorado at Boulder

Kathleen also acknowledged the presence of a Past President - Luz Barreras - of the New Mexico Institute of Mining and Technology. In addition, Kathleen recognized the presence of Robert Morley, AACRAO Vice President for Information and Technology. Kathleen recognized and thanked all the vendors, many of whom were present at the luncheon and business meeting. Distribution of certificates of appreciation to all the presenters had already been done at the Annual Meeting opening session.

II. **Minutes of the 2002 Annual Meeting:** The minutes of the 2002 Annual Meeting were submitted by Secretary Nolan Oltjenbruns. They were approved as submitted.

III. **Report from the Treasurer:** Treasurer Scheherazade Downey submitted the Treasurer’s report, showing a $10,016.08 balance as of June 20, 2003. Some outstanding dues revenue, still to be collected, will be reported in next year’s revenue. Scheherazade also submitted the proposed budget for next year, and provided additional explanation regarding travel grants and professional development scholarship information. She noted the significantly lower cost of the RMACRAO...
reception at the AACRAO meeting this past Spring. Travel grant recipients were recognized: Susan Foster, Jennifer Roberts, and Paula Martinez from Colorado; Todd Henson, Charmayne Saddler, and Julie Harner from New Mexico; and Quient Higgins and Tracy Ray from Wyoming. The Treasurer’s Report was accepted as submitted. It was moved and seconded to approve the Proposed 2003-2004 Budget. The motion carried.

IV. Report from AACRAO Representative: Robert Morley extended greetings from AACRAO on behalf of President Paul Taylor, Executive Director Jerry Sullivan, and the entire Board of Directors. He indicated that he was pleased to have the opportunity to hear what’s going on in the various state and regional organizations. He shared a number of news items from AACRAO: 1) The new web-site hosting service is now available to state and regional organizations; 2) As always, volunteers to serve on AACRAO committees are needed; 3) AACRAO’s financial structure continues to be stable, in spite of difficulties in the national economy. Some cuts have occurred in the office staff. Membership is up 2%, and the dues structure will remain unchanged. A small profit was realized from the April conference in Washington, even though attendance was not as high as expected; 4) Morley encouraged members to take advantage of the various web-based services, such as the Resource Center and International Enrollment Services; 5) A current strategic initiative of the Board is to improve relations with the state and regional organizations, and to offer more leadership training opportunities. 6) The member area of the AACRAO web site includes a great deal of information on transfer credit practices, the capability to update membership information, and the FERPA tutorial. 7) In the area of government relations, there have been recent efforts to improve AACRAO’s visibility in the national media. Some specific issues that reflect this higher visibility include the Reauthorization Act, SEVIS, and diversity issues. 8) A number of meetings and workshops were highlighted, including: Registrar 101 sessions, FERPA workshops, admissions training, the Technology conference, SEM workshops, and the annual meeting scheduled for April 2004 in Las Vegas, Nevada. 9) Morley highlighted a number of issues and challenges facing the organization in the coming year, including: proposals to tie tuition increases to the rate of inflation; linking persistence and graduation rates to federal aid; the ramifications of conflicting Supreme Court rulings on affirmative action; and attempts to mandate universal acceptance of transfer credit; 10) Finally, Morley touched on technology-related developments, including: increasing use of XML in electronic data interchange; use of higher-level protocols in web authentication; and, conversion from SSN to non-SSN student identifiers.

Gifts were presented to Morley by Kathleen Sena, on behalf of RMACRAO.

V. Report from the President: Kathleen thanked the membership for its participation in the Institutional Profile Report. She indicated that her staff is still compiling the results of this survey, and that she hopes to distribute the final document by the end of the summer. In addition, Kathleen acknowledged the efforts of Sally Page and the
Vice Presidents, in producing the high quality newsletters we’ve become accustomed to. Finally, Kathleen acknowledge the contributions of those leaving the Board:

Becky Barnes, Vice President – Colorado
Laurie Watkins, Vice President – Wyoming
Steve Ekerholm, Past President

VI. Nominations and Elections Report: Steve Ekerholm acknowledged the work of the Nominations and Elections committee in developing the slate of candidates. Those who served with Steve on this committee were: Shelly Loomis (Colorado State University); Lane Buchanan (University of Wyoming); and Ruth L’Esperance (University of New Mexico – Los Alamos). Steve then announced the results of the Executive Board elections, and asked each person to stand:

Ed Preble, New Mexico Military Institute - Treasurer
Sherri Waggoner, Fort Lewis College, Vice President - Colorado
Tammy Aagard, University of Wyoming, Vice President – Wyoming
Scheherazade Downey, University of Denver, President Elect

Kathleen declared these candidates, having received a majority vote, to be elected. Kathleen also presented a gift to Steve in recognition of his service as Past President.

VII. RMACRAO 2003 Review and Recognition: Kathleen introduced Tamara Lehner and presented a gift to her in recognition of her work in the role of President Elect. Tamara introduced Sherri Waggoner as chair of the Local Arrangements committee, and presented certificates of appreciation to the members of that committee.

VIII. Recognition of Distinguished Service Awards: Four individuals were chosen as recipients of the Distinguished Service Award: Lynn Denzin, of Metropolitan State College; Beth Lebsock, of Pikes Peak Community College; Randy Kouba, of the University of Colorado – Colorado Springs; and Steve Ekerholm, of the University of Colorado – Colorado Springs. The citations documenting their contributions to RMACRAO were read to the membership.

IX. Passing of the Gavel: The gavel was passed from Kathleen Sena to incoming President Tamara Lehner. In her remarks to the membership, Tamara asked all to remember that their contributions to the profession do make a difference.

X. New Business: Tamara opened a discussion regarding the web-site hosting service now provided by AACRAO. It was noted that the budget line currently established for newsletter costs could be diverted to cover the cost of this service. Comments from the floor indicated that more information needs to be provided, before a final decision can be made. Tamara agreed to establish a committee to research and provide this information.
XI. **Presentation of RMACRAO 2004:** Tamara announced that Casper College will host the next annual meeting, to be held in Casper, Wyoming in July, 2004. She extended an invitation to all the membership to attend. The meeting dates will be July 14 through July 16, 2004

XII. **Adjournment:** A motion was made, seconded, and passed to adjourn. The meeting adjourned at 1:55 p.m.

Submitted by:

Nolan Oltjenbruns
Secretary