



ArkACRAO Annual Business Meeting  
De Gray Lake Resort State Park  
Bismarck, Arkansas  
October 7, 2010

**Call to Order:** President Sarah Jennings called the meeting to order at 1:05 p.m.

**Roll Call:** President Jennings 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. Rachel Mullins, Secretary, conducted the roll call of ArkACRAO Members for 2010-11. Forty seven members answered the roll call, representing 31 institutions. A copy of the roll call is included in the Secretary's Notebook.

**Approval of Minutes from Business Meeting, October 8, 2009:**

President Jennings called for the reading of the minutes of the October 8, 2009 Business Meeting. Chris Riggins, University of Central Arkansas, made a motion to suspend the reading of the minutes. Cleveland James, University of Arkansas at Little Rock, second. Motion passed. Tammy Young, Rich Mountain Community College, made the motion to approve the minutes with corrections. Matthew White, University of Arkansas Community College at Morrilton, 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: Total Current Assets: \$45,711.31; July 2009 – June 2010 Total Income: \$28,079.97; July 2009 – June 2010 Total Expense: \$26,362.30; July 2009 – June 2010 Net Income: \$1,717.67. July 2010 – June 2011 Total Income: \$23,072.12; July 2010 – June 2011 Total Expense: \$3,814.56; July 2010 – June 2011 Net Income: \$19,257.56 (10/04/10). Amy noted that all expenses on this year's conference were not in. For this year's conference, 127 members from 35 or 36 different institutions have registered. Ms. Thomas also noted that 10 institutions have not paid their dues yet: six members and four associate members. A copy of the Treasurer's Report is included in the Secretary's Notebook.

**Old Business:**

**Officers and Executive Committee Reports:**

**President** – President Sarah Jennings thanked ArkACRAO for allowing her to be president. President Jennings also encouraged the members to be active in ArkACRAO and remember that the Executive Committee welcomes their input.

**President-Elect** – See Annual Meeting Program Committee.

**Vice-President for Admissions Administration** – Sorronto Aubrey, University of Arkansas at Little Rock, reported that Boot Camp was held at the University of Arkansas Community College at Morrilton with 10 new recruiters in attendance and approximately 25 total attendees. The event had a net gain of \$246.74.

**Vice President for Records** – Regina Carter, University of Arkansas at Little Rock, thanked ArkACRAO for the pleasure of serving as Vice President for Records. Ms. Carter reported that Registrar’s Therapy was held at the Arlington in Hot Springs. Twenty nine individuals registered, and Ms. Carter noted that they had good roundtable discussions.

**Vice President for Registration** – Erica Fulton, University of Arkansas at Pine Bluff, reported that the Support Staff Workshop was held at UAPB in March. There were 45 participants. Ms. Fulton discussed some of the session topics. Ms. Fulton also noted that the workshop received positive evaluations; however, the participants would like more time for networking.

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

**Legislative Liaison** – No Report.

**Publicity/Publications** – Tracy Finch, ASU-Jonesboro, encouraged the membership to turn in articles and information in a timely manner.

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

**Constitutional Review** – No Report.

**Nominations and Elections** – Robin Hayes, Arkansas State University – Beebe, stated that the Nomination and Election Committee places the following slate of nominees before the members:

President-Elect – Randy Scaggs (UACCB)

Treasurer – Amy Thomas (ASUB)

VP for Records – Jean Mitchell (U of A)

VP for School Relations – Chelsea Bishop Ward (UALR)

Susan Dewey, University of Arkansas Community College at Morrilton, moved to accept the slate of Nominees by acclamation. Rosalyn Blagg, ASU Mountain Home, second. Motion passed.

**Professional Access and Equity Committee** – No report.

**Annual Meeting Program Committee** – Gin Brown thanked the Site Selection Committee for recommending this site. The personnel have been wonderful to work with. Ms. Brown reported that 126 individuals from 35 different institutions have registered for the conference. Ms. Brown thanked the following individuals: the Executive Committee, Susan Dewey (helped with getting vendors and stuffed packets for conference), Rachel Mullins and Amy Thomas (helped stuff packets for conference), program committee volunteers, Jean Mitchell (made quilt for the raffle), and Donna York (Ms. Brown’s secretary who assisted her with the conference plans all year long). Ms. Brown encouraged ArkACRAO members to get involved in a committee. Ms. Brown also discussed the rest of the conference program and encouraged completion of the evaluations as well as participation in the Talent/No Talent. Finally, Ms. Brown thanked ArkACRAO for allowing her to serve.

President Jennings noted that another benefit of SACRAO is that we are able to give letters to all of the vendors inviting them to come to the Fall Conference.

**Hospitality Subcommittee** – Chelsea Bishop Ward, UALR, thanked the hospitality committee for their hard work. Ms. Ward encouraged ArkACRAO members to remember to sign up for the raffle and come to hospitality.

**Site Selection** – Tammy Young, Rich Mountain Community College, reported for Emily Ward, Arkansas Tech University. Ms. Young reported that the committee placed the following sites for consideration for the 2012 Fall Conference:

Embassy Suites – Little Rock

Wyndham Riverfront – North Little Rock

Holiday Inn – Jonesboro

Ms. Young noted that Holiday Inn – Jonesboro was the number one site recommendation by the committee. Room rate is \$75.99. A discussion of all the facilities followed. Robin Hayes, ASU Beebe, moved that the 2012 ArkACRAO Fall Conference be held at Holiday Inn – Jonesboro. Alisa Waniewski, Arkansas Tech University, second. Motion passed. 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 had received Associate Membership request from the following institutions:

Baker University

Ranken Technical College

United States Coast Guard Academy (USCGA)

The membership committee recommended that Baker University and Ranken Technical College be accepted for Associate Membership; however, the membership committee pointed out that USCGA is accredited by the New England Association. According to ArkACRAO's by-laws, "institutions who are candidates for membership to North Central Association of Colleges and Secondary Schools may apply for associate membership." A discussion regarding USCGA followed. The general consensus seemed to be that accreditation by any of the six regional accrediting bodies is acceptable; however, the language needs to be revised in the by-laws before extending an offer of associate membership to USCGA. President Jennings stated that the Executive Committee would look in to this. In the meantime, USCGA may purchase a calendar each year if desired. Linda Holland, UACCM, moved that Baker University and Ranken Technical College be accepted for Associate Membership. Will Atkins, UCA, second. Motion passed.

**Recognition** – Shelley Price, UACCM, chair, stated the ArkACRAO Recognition Committee presents special awards to the following:

|                |  |
|----------------|--|
| Sarah Jennings | Outgoing President 2009-2010   |
| Regina Carter  | Vice President for Records 2008-2010                                   |
| Randy Scaggs   | Vice President for School Relations 2008-2010                          |
| Tara Byrd      | Retired – Registrar/Director of Admissions for ASU Newport             |
| Alice Lacey    | Retired – Registrar for University of Arkansas                         |
| Nancy Talburt  | Retired – Vice Provost for Academic Affairs for University of Arkansas |

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 previously during a session at the conference. A copy of Ms. Whiting's handout on the Clearinghouse Calendar is in the Secretary's Notebook.

**Combined Meeting with ACPA:** President Jennings reported that ArkACRAO was approached about having a combined meeting with ACPA for the Fall 2011 Conference. President Jennings reported on some of the events and rationale that led up to the decision to have a combined meeting, and a discussion followed. The discussion concluded with a consensus that If ArkACRAO receives another request for a joint conference, the EC should wait until it can be discussed by the membership at fall conference and voted on at that time.

**SACRAO Scholarship:** President Jennings reported that applications for the SACRAO Scholarship were put at the registration desk. The deadline to submit the application is December 1, 2010.

**New Business:** President Jennings passed the gavel to Gin Brown. President Brown thanked Sarah Jennings for the wonderful job that she has done. President Brown thanked the ArkACRAO members for their comments and noted that the Executive Committee is always willing to help as well as listen to any questions or concerns.

**Adjournment:**

Susan Dewey, UACCM, made a motion to adjourn. Linda Holland, UACCM, second. Meeting adjourned at 2:10 p.m.

Respectfully submitted,

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Rachel Mullins, Secretary 2009-2011

Approved:

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Sarah Jennings, President 2009-2010

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Gin Brown, President 2010-2011