



## Ohio Association of Collegiate Registrars and Admissions Officers

Board of Directors Meeting

May 20, 2022  
Meeting held virtually

Attendees: Michelle Rable, Molly McDermott, Bob Bulow, Christine Court, Gina Shackle, Cindy Davis, Lauren Martin, and Chris McNay

The meeting was called to order at 3:00.

### **Agenda:**

- Residency Workshop
  - Friday, June 24 from 1:00 pm – 3:00 pm.
  - Franklin University, Ross Auditorium.
  - No fee to attend and no parking fee.
  - Bob will update website with signup page.
- Staff Development Workshop
  - Friday, July 29 from 12:00 pm – 3:00 pm.
  - Franklin University, Ross Auditorium.
  - No fee to attend and no parking fee.
  - Bob will update website with signup page.
  - There will be a forum on the workshop's webpage to submit questions.
  - Lauren says that Jack Miner will present on any AACRAO updates.
  - Possible sessions include a panel on careers in the registrar's office and a roundtable discussion.
    - Possible topics for roundtable: graduation issues, registration issues, degree audits, classroom scheduling, your next career move, transfer credits, stress management, and managing difficult people in the workplace.
- Annual Dues
  - Payment reminder will be sent in July.
  - Amount will be same as previous year.
  - Cindy will connect with Jamie re: how to message members reminding them it's time to pay dues.
- Fall Conference
  - Theme is "Making Up For Lost Time".
  - The conference is only two days long and we just need to cover our costs for the event.

- It was decided to charge \$150 per attendee. There will only be one fee for the entire conference with no additional fees or reduced fees since there will be no extra days or 2-day-only options.
- Molly reminded the group that we had discussed a reduced cost for new people. It was decided that first time attendees will be charged a special rate of \$125. We can have a coupon code that attendees may enter on the registration page. First-timers will self-report; honor system.
- Cindy suggested that we make sure to engage new members and connect them with older ones. Maybe we could have a reception for them to that end.
- Need to have OSI next year.
- LAC members need to be local to the venue.
- Bob will begin posting information on the website and invitations will be sent in July or August.
- We need to begin putting the agenda together.
- Need to plan the shirts and bags.
- We probably do not want to have vendors sponsor specific things.
- AACRAO
  - Will be in Aurora this year, then Ohio the year after.
- Next Meetings
  - Friday, June 24 at Franklin University directly preceding the Residency Workshop.
  - July board meetings will be held directly preceding the Staff Development Workshop.
  - No meeting in August.
  - Board will meet September 24 at Houston Woods, 9:00 am to 3:00 pm. Will finalize conference preparation then.
- Meeting adjourned at 3:58 pm.

Cell information:

Gina: 740-504-6540

Lauren :513-384-8818

Michelle R.: 419-973-0333

Molly: 513-673-6475

Bob:

Chris: 859-992-6356

Christine: