



Ohio Association of Collegiate Registrars and Admissions Officers

Board of Directors Meeting

June 22, 2018
Sawmill Creek Resort

Participants: Bob Bulow, Beth DaLonzo, Sun Jamerson, Molly McDermott, David Schneider, Sue Shepherd, Justin Weimer

Not in attendance: Michelle Rable

Beth called the meeting order at 10:14AM.

- Welcome
- Approval of May Board meeting minutes:
 - Motion to review minutes made by Beth; Sue seconded. No edits. Unanimous vote to approve minutes made.
- Discussion for OACRAO 2018 registration fees, specifically one-day only:
 - In November, 2017 meeting, only Wednesday one-day conference registration fee of \$135 was discussed and approved.
 - Bob made motion to clarify 2018 cost structure of Wednesday-only registration at \$135, Thursday-only registration at \$160, and Friday-only registration at \$60. David seconded. Unanimous vote to approve detailed registration fees for 2018 conference.

Board Reports:

President – Beth DaLonzo:

- Updated Board on personal job situation.

Past-President – David Schneider:

- Hosted Nominations and Elections Committee at Otterbein:
 - Identified slate for upcoming board positions for '18-'19.
 - Discussed possible upcoming award selections for OACRAO and AACRAO.
 - Will work to nominate OSI to be candidate for the AACRAO-award based on previous feedback from AACRAO.
 - Linus J. Ryland Award nominee discussed. Nominee selection motioned by Beth; seconded by Sue. Unanimous approval for nominee.
 - Honorary membership nominee discussed. Nominee selection motioned by Sun, seconded by Molly. Unanimous approval for nominee.
- OSI update – 16 registered. Will continue to send reminders to membership to sign up.

- Still need to schedule By-Laws meeting; and will arrange Fiscal Committee to occur at annual conference.

President-Elect – Sue Shepherd:

- Mark McConahy has agreed to do session on Thursday and plenary session on Friday. Will be arriving on Thursday AM.
- Governance Committee is on to-do list.

Vice President, Programs – Bob Bulow:

- Nearly final list of sessions / presenters for the conference has been posted to the web.
- Emails to early-bird recipients have been sent for pre-conference workshop registrations – 28 went out.
- Will send emails to presenters early next week to confirm and thank them.
- Most sessions have been slotted into timeslots.

Vice President, Workshops – Molly McDermott:

- Residency workshop was a success.
- 105 registrants for Staff Development – registration is now closed.
 - Presenters are:
 - Dan Wilson – FERPA.
 - Jack Miner – Big Picture: Global Perspective of Higher Ed in Ohio.
 - Chris Dorsten – Managing my day-to-day better / positioning for the next level.
 - Beth DaLonzo and Lynette Lindsey – What does your supervisor expect from you?
- OSI – still working to finalize food and one night’s activity – on schedule, though.
- Connected with workshop presenters for the annual conference – everything is in order.

Secretary – Justin Weimer:

- Summer workshop support has gone well.
- Newsletter distributions are going well. July will go out by July 6 or 9.
- Worked with LAC to get website updated for conference information.

Vice President, Membership – Sun Jamerson:

- Planning to communicate to Membership and Mentoring Committee for what we want to do for the conference for the new members. Hope to have additional updates next month.

Old Business:

- MemberClicks:
 - Upcoming calls – June 27 and July 11. Bob will forward meeting information.
 - Sun is working on membership file for access. For institutional memberships, you can include key contact email address; or you could put

general email address for org accounts. Need to think how this works, and communicate out to membership.

- Realistically, could go live with new basic website by August.
- Potential strategy could be newsletter article in beginning of August; emails to membership and then go live.
- Could have Q/A session of website during Town Hall portion of meeting at conference.
- **Summer Leadership Workshop Series:**
 - Strategy for this series moving forward, will focus to have Summer Leadership Series to occur on alternating years as to not overlap with when OSI is offered.
 - Summer Leadership will be combo-coordinated between Vice President, Workshops and President-Elect Board members.

New Business:

- Sue gone for July meeting; Bob out for September meeting.
- Discussion for steps on prepping the script for the Board for the annual meeting.

Group broke for lunch at 11:45AM.

Group reconvened for meeting 1:15PM, which included LAC co-chairs of Chris Dorsten and Heather Pritchard.

LAC Updates:

- Registration is up and running; working on exhibitor registration.
- Thinking about opening speaker, and wanting to stay with someone from higher education. Thought is for the Tri-C Provost, Karen Miller, to speak on being motivational, with focus on both registrar and admissions. Board agreed to speaker invitation.
- Update on potential swag items for conference bags and attendees.
- Conference bags will include samples and information for local businesses, etc.

Justin motioned to adjourn meeting, seconded by Beth. Meeting ended at 2:11PM.

Next Meeting: July 20, 2018 at Otterbein University.