**A&R Meeting Notes**

**February 19, 2016**

**RHE Updates - Bill Willan**

Bill thanked everyone for their good work and encouraged us to continue retaining students. We also need to watch the competition with CCP and other area schools. It will be a challenging year coming up as we are at 2008 enrollment numbers.

Currently Bill and Rosanna are working on next year’s budget. Degree completion credit for subsidy from other college is being discussed as well as indirect expenses we pay to the Athens campus. This will be going to a flat rate of 12.1% in all categories.

When asked where we should focus our attention and time Bill suggested connecting CCP students with great professors in order to retain those students. Other CCP issues include universities charging lower rates (sometimes $0). There are also both positive and negative aspects of providing CCP classes through video conferencing.

**Carissa Anderson**

The retention tool Starfish is being implemented to the entire University in the next few weeks.

Acuplacer is going through the procurement process.

The Allen Help Center has noted that regional faculty are putting academic alerts on the UNC website. These are referred to the Allen Help Center and they are in turn forwarding them to the assigned advisor.

**CCP Updates – Rob Callahan**

The high school information sessions are proceeding. Questions being asked include athletics and testing. Rob reported that the applications for the 2016-2017 school year will not be available from printing resources until March 31. It was agreed by the campuses to cancel the print order as this would be too late to be of use for the coming school year. We should print applications from the website or refer students and counselors to the website to print as needed.

The cycle for the 2017-2018 school year will begin earlier with high school meeting beginning in October. It was agreed that we would not begin processing these applications in October or November for the following school year but continue our timeline for processing these applications. Of course spring applications will be processed to reflect the November 1 deadline.

The at-risk population was discussed. Each campus needs to establish who should get the report of these students, who is reaching out to them, and what is being done to help.

Rule changes and definitions including summer rules continue to be updated at the State level. Proposals and possible changes include changing back to the 4 to 1 Carnegie unit calculation and students cannot take comparable class at another institution.

Spring grades should be sent to high schools 1 week after grades are due. Rob is looking into ways to send these grades and other reports to high schools electronically.

**Admissions - Candace Boeninger**

The relocate policy was distributed and discussed. Lisa flowers-Clemens in University College will be reviewing relocating student records to make sure they meet the requirements.

Slate is being installed and has been a slow process but will be implemented in Athens June 1. The RHE position for Slate is being posted soon.

**Jessica Wright-Stage**

Any changes for the application should be sent to her. The common application is in process for Athens. There is no plan on the Athens application to ask for a second choice location, ie a regional campus. The common app has many questions that would not be applicable for an open enrollment campus. At this time the regionals campuses will not be included in this application. The gender question on the application will be updated for fall 2017.

**Rob Drapcho**

Articulation policies with college partners are being updated.

There was a general admission question regarding the scanning of CCP documents. The answer was yes, all CCP documents should be scanned.

**Financial Aid - Melissa VanMeter**

2016-2017 Isirs are now being loaded. Right now students who list all the OU school codes are loading in multiple times. The budgets are not yet set but should be by the end of the month. These new budget will reflect information gained through surveys that went out last fall.

**Registrar - Deb Benton**

It has been okay’d by President McDavis that students can walk at spring commencement even if they are completing their degree requirements in the summer. The on-line graduation application for fall semester will include the regional campus ceremony information.

The registrar’s office launched their new webpage last week. Please give them any feedback.

Several members of the registrar’s office will be visiting the regional campuses next week. Brenda Dorst, Janet Russell and Vicky Dornbush will be sharing new forms and information. Lita Ohlinger and Patrick Beatty will schedule an overview session regarding OBIE reporting opportunities over OULN or possibly at the Faculty Conference in August.

**Bursar’s Office – Kim Trout**

Summer registration has begun. Summer fees will be accessed the third week in April bills due May 21. As a reminder the summer payment plan has three installments.

Students still have questions about their 1098T. These are usually where do I find it or how do I use it.

Kim has a report she receives daily for billing private/non-profits CCP students.

**OU processing questions**

As there are a broad range of questions we might want to ask the various colleges, we will start by inviting University College to our next meeting. There are new staff there a well so we can meet them and ask for any new information from that college.

**Other conversation**

OU will accept Acuplacer scores from other colleges but no retakes from college to college. We will wait to see what the reports look like as to what we would accept from other schools and what we would send.

Robert Pleasant is working on an academic year advising form for CCP students. It will help with keeping track of hours for the year at both the high school and college level.

We should be contacting the high schools now to see what CCP classes they would like to offer in their buildings next year.

**Next meeting – April 8th**

* Agenda items
  + Martha Compton; Community Standards
  + University College