

Idaho Association of Collegiate Registrars and Admissions Officers Board Meeting

**October 23, 2017**

**4:00 PM**

**Google+ Hangouts**

**Board Members**

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| Dana Gaudet, Idaho State University, OSBE Representative | Samantha Grapes, College of Western Idaho, Registrar Chair |
| Corinne Mccullough, Idaho State University, Technology Chair | Katie Price, College of Western Idaho, President |
| Ashley Larson, Idaho State University, Admissions Chair | Dan Guthrie, College of Southern Idaho, Past-President |
| Aubi Crabtree, Idaho State University, Secretary/Treasurer | Justin Horn, College of Western Idaho, Technology Specialist |
| ~~Greg Franz, College of Idaho, President-Elect~~ |

**Agenda Items**

1. 2017 Counselor Days
   1. Recap- what went well? What can we improve?
   2. Counselor of the Year awards back to regional locations?
   3. Survey- what did we learn?
   4. Scanner technology?
   5. 2018 Counselor Days September 17-21
2. College Application Week updates
   1. November 6-10th
   2. Sign-up page is live on Google, how’s it going so far? Does anyone need help with anything?
   3. Thoughts for next year (Dana)
3. Higher Education Tour 2018
   1. Video updates
      1. Aubi is waiting to send out invoices
   2. Book updates
      1. Aubi is waiting to send out invoices for book payment until final costs are known
      2. Dana/Dan update from state board of higher education? – still pending
4. IACRAO Conference 2018
   1. Proposal to add diversity representative to executive council (Dana)
5. Admissions survey
   1. <https://boisestate.az1.qualtrics.com/jfe/preview/SV_eWhsKIhpwSYjmGF?Q_CHL=preview>
   2. Can we provide incentives for people to complete the survey? Movie tickets, etc. We could resend out the Registrar survey with incentives as well to hopefully get more responses. Thoughts?
6. Website Updates
   1. Add “What’s Next” presentations (Ashley)
   2. Add newest version of higher education book
7. New Business
   1. Reminder to make sure that we’re updating contact information on the Google Drive IACRAO Contacts list <https://docs.google.com/a/boisestate.edu/spreadsheets/d/1UclkvsDUwPzmh6fcRC_WLJriYWRGtk7jiHJfI2CmkXE/edit?usp=drive_web>
   2. Katie sent out reminder emails last week (most have responded and updated)