



## Idaho Association of Collegiate Registrars and Admissions Officers Board Meeting

**October 23, 2017**

**4:00 PM**

**Google+ Hangouts**

### **Board Members**

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
<del>Greg Franz, College of Idaho, President-Elect</del>	

### **Agenda Items**

- I. 2017 Counselor Days
  - a. Recap- what went well? What can we improve?
  - b. Counselor of the Year awards back to regional locations- Pending
    - i. Will discuss awards at 2018 IACRAO meeting, also dependent on this year's budget
      1. Location will be 5 awards vs Region will be 6 awards
        - a. Total of 8 awards potentially
  - c. Survey- what did we learn?
    - i. Scanner Technology is hard to take on for counselors and deciding who will burden this extra responsibility in the schools
    - ii. Overall, counselors were very favorable to using scanners during Higher Ed Week and thought it was a great idea
  - d. Scanner technology

- i. Board thinks this is a great idea and voted to move forward for this year
  - 1. Suggestions for Scanner Technology....
    - a. State Board of Education or School Districts could potentially provide this student data electronically
    - b. Since counselors may not have time to implement, send out link to sign-up for scanners and have students sign up on their own time
    - c. During Higher Ed Tour, have a sign-up station the day of for those students who didn't sign-up using the emailed link to access
    - d. Ideas for marketing scanner technology to students?
    - e. Research companies to go with....Ashley
      - i. Go to College Fairs?
  - e. 2018 Counselor Days September 17-21
- II. College Application Week updates
  - a. November 6-10<sup>th</sup>
  - b. Sign-up page is live on Google, how's it going so far? Does anyone need help with anything? – Dana to update google spreadsheet
  - c. Thoughts for next year (Dana)
    - i. Make College Application Week two weeks or a month long event?
- III. Higher Education Tour 2018
  - a. Video updates- Corinne will receive a rough cut video soon.
    - i. Aubi has received video and membership payment from all IACRAO schools
  - b. Book updates
    - i. Ordered/Distributed
      - 1. Some schools suggested the book count was too low for Counselor Days?
    - ii. Aubi is waiting to send out invoices for book payment until final costs are known
      - 1. Aubi will be working with Corinne to determine cost of books and payment from each school.

iii. Dana/Dan update from state board of higher education? – still pending

IV. IACRAO Conference 2018

- a. CWI will be location
  - i. Planning meeting to follow in January...
- b. Katie will send out survey to determine when conference will be held either the end of May or beginning of June
- c. Proposal to add diversity representative to executive council
  - i. Dana will discuss this idea at 2018 IACRAO meeting

V. Admissions survey

- a. 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?
  - i. \$50 Amazon gift card as an incentive for completing survey

VI. Website Updates

- a. Add “What’s Next” presentations –Ashley updating and sending to Justin
- b. Add newest version of higher education book- Corinne sending electronic version to Justin

VII. New Business

- a. 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/1UclkvsDUwPz mh6fcRC\\_WLJriYWRGtk7jiHJfl2CmkXE/edit?usp=drive\\_web](https://docs.google.com/a/boisestate.edu/spreadsheets/d/1UclkvsDUwPz mh6fcRC_WLJriYWRGtk7jiHJfl2CmkXE/edit?usp=drive_web)
- b. Katie sent out reminder emails last week (most have responded and updated)