

Idaho Association of Collegiate Registrars and Admissions Officers Board Meeting

**December 18, 2017**

**4:00 PM**

**Google+ Hangouts**

**Board Members**

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

**Agenda Items**

1. Higher Education Tour 2018
	1. Legislators attending tour?
	2. Melissa or Ashley to update coordinators in Treasure Valley and invite legislators
		1. Ridgevue HS (afternoon) February 16th
		2. Caldwell/ Middleton HS (morning and afternoon) February 23rd
	3. Scanner technology- Ashley to update Board
		1. How do we get this set up now? – Katie will email Ashley
	4. Video updates- All corrections expected to be completed by Jan. 2018
		1. Feedback on rough cut of higher education video- Corinne is collecting feedback from Board and working with Soapbox to make changes to video
		2. Review concerns listed by Brady Nordfeldt
		3. Corinne will send email of rough cut video to all universities/colleges not represented on the Board to review video and suggest edits to be made
			1. Deadline to review is end of first week of Jan. 2018
	5. Book updates
		1. Ordered/Distributed
		2. Invoice concerns from some schools- Katie and Aubi addressed
2. IACRAO Conference 2018
	1. Discuss cost of 2018 Higher Books
	2. Invite AACRAO Board member? - Yes
		1. IACRAO would pay food and lodging costs
		2. Katie to email Board with topic ideas
	3. CWI will be location
		1. Planning meeting January 11, 9-5 p.m. at CWI Nampa Campus Academic Building
		2. What do we want to eat for the day? – Delivery of food options nearby
	4. Proposal to add diversity representative to executive council
		1. Dana will discuss this idea at 2018 IACRAO meeting
3. IACRAO Survey
	1. Admissions survey deadline December 29, 2017- Katie to send reminder after Christmas break and extend deadline to Jan. 10, 2018
		1. See email attachment
	2. Registrars survey
		1. Sam update
4. Budget update –Aubi
	1. Higher Ed Books paid
	2. Still collecting payments from colleges/universities
5. Website Updates
	1. Add newest version of higher education book- Katie needs to add to website.
	2. Regional directories- reached out to all higher ed institutions
		1. Ashley update (have you received all of them?) –Katie to follow up
6. New Business