

Meeting Minutes: Regents Advisory Committee on Records and Admissions (RACRA)

March 22, 2001
The Jekyll Inn, Jekyll Island, GA

Chairperson Mollie DeHart (Coastal Georgia Community College) called the meeting to order at 11:05am.

Welcome and Introductions

Mollie began by asking for introductions for new members or visiting guests which included from the System Office: Barry Fullerton, John Gordon, Cathie Hudson and Tonya Lam. Guests from the Office of Information and Instructional Technology included: Marie Steed, Lori Jarrard, John Graham and Pam Summers. Tommy Moore (Valdosta State University) RACFSA liaison and Charles Gilbreth (Columbus State University) were also present. Gary Moore (University of Georgia) introduced Martha Reynolds as the new Director, Undergraduate program, Terry College of Business for UGA.

Approval of Minutes from Previous Meeting

Donald D. Avery (East Georgia College) presented the minutes from the November 15, 2000 meeting for approval. Carl Wallman (Columbus State University) asked that the reference to John Grant, under the Additional Introductions heading, be changed to John Graham. The minutes were approved pending this correction.

RACRA Financial Aid Liaison Report

Lynn Bacon, RACRA liaison to RACFSA, reported RACFSA had not met since the last RACRA meeting. Mollie remarked that the meeting tomorrow would be the first joint meeting held between RACRA and RACFSA.

SIRS Committee Update

Carl Wallman reported the following from the SIRS Committee meeting

- The implementation of the new Student Data Element Dictionary (SDED) will be delayed until Summer 2002, with the exception of the following which will be implemented Fall 2001: additional CPC Math unit requirement, GPA count hours attempted and HOPE GPA hours collected.
- Fields have been added to the new SDED to collect CPE, Compass, LS, Regents', MCAT, GMAT, and MAT test scores.
- Cathie Hudson indicated the new SDED would be placed on the web and asked RACRA to review it for field ambiguity. She stated RACRA would have four weeks to comment.
- The SIRS Committee recommended the Term Code continue to be reported in fiscal year format via translation tables in Banner.
- The SIRS Committee made a recommendation to RACRA that it should support the use of grades earned in CPC deficient coursework in the calculation of transfer gpa.
- (RACRA approved this recommendation)
- Standard test codes are to be developed for Praxis test score reporting.
- Discussion is still taking place concerning admit type and joint enrolled reporting.
- Means to report Pilot Admission Program students via campus code are being considered.

- The development of a new degree level code, CER0, for purposes of identifying Certificate programs of less than 20 hours.
- New fee assessment procedures will be needed to accommodate the implementation of the new PeopleSoft software. Tonya Lam stated there would be a workshop offered to assist in the implementation of these new practices. Information concerning this workshop will be distributed via the listserv.
- Discussion on using the SSN as student id is taking place at the System Office.

Gary Moore brought to everyone's attention that Carl Wallman was stepping down as SIRS Committee chairman and wanted to publicly acknowledge his fine work while in this position.

System Office Updates - Barry Fullerton

Barry reported the Georgia Legislature had not finalized the system's budget.

A letter concerning the migration to Banner 5 was directed to each institution's president.

The System Office is restructuring the Banner Project and each campus will be asked to identify two people: one functional and one technical to serve as campus contacts.

The state Audit Office is currently conducting a Banner Implementation audit.

The search for Vice Chancellor for Fiscal and Academic Affairs has concluded and Frank Butler from Armstrong Atlantic State University is to fill that position.

System Office Updates - Tonya Lam

Tonya presented RACRA with handouts concerning:

- Banner 5 migration.
- Inter system admission referral recommendations.
- Mini Core update.
- Additional Academic Units - discussion ensued concerning whether or not the additional academic unit requirement would remain as it has been proposed.
- Draft of the new Student Services webpage.
- SACS Reaffirmation status report by institution.

She reported a committee had been formed to develop a business model for Transfer Articulation, HOPE gpa, and SAP hopefully by July of this year. A workshop will follow to assist in implementation.

The Georgia Student Finance Commission has created an on-line HOPE application process called E-HOPE.

System Office Updates - Cathie Hudson

The System Office was in the process of a program review for each institution. Institutions were been asked to provide a list of programs currently offered which was compared to what was currently on file and now that list

was being returned to the institutions for final review.

A sub-committee was being formed to review the practice of assigning an identification number to pre-k students which would follow them throughout their educational process.

Performance Assessment for Colleges and Technical Schools (PACTS) Walter Peacock (Valdosta State University) stated PACTS is an attempt to ensure high school graduates are educationally ready for post-secondary education. As a part of this assessment, a PACTS transcript would be completed at the high school level including content and performance standards. Georgia Perimeter, GA St., VSU, ABAC, Middle GA, Ft. Valley, Sav. St., and Armstrong have volunteered to participate in a pilot program.

Calculation of Limited Admissions

Linda Costalos (Kennesaw State University) asked if Limited Admission students represented admitted or enrolled students. Cathie Hudson confirmed the number to be used was 'enrolled.'

Non-traditional Transfers

Walter Peacock asked if exceptions were going to be made to the new Non-traditional admission policy which requires these students to have less than 30 hours, less than 2.0 gpa, and out of school 10 or more years. He suggested the customary 5 year period might be more appropriate.

Cathie Hudson stated this policy interpretation was in limbo for Fall 2001, non-traditional students would not be counted against the institution's limited admits and each institution should use their professional judgment.

RACRA suggested that for the time being, 5 years be the recognized standard.

RACRA Listserv Procedures

Susan Daniell (Gainesville College) asked whether the RACRA membership wanted to limit those who can post to the RACRA listserv to only those within the University System.

RACRA chose to limit the posting.

GACRAO

Jerry Wright (Valdosta State University) stated GACRAO would be held at Callaway Gardens GA, July 15-17. The inn rate would be \$99 a night and you could call 800-543-7121 for reservations.

Tom Call (Abraham Baldwin Agricultural College) stated that the early registration fee would be \$85 prior to May 15 and then \$95 thereafter.

John McElveen (Middle Georgia College) asked RACRA for any additional updates to the GACRAO directory be turned in by no later than a week following this meeting. Updates received afterwards would be made if time in the publication process allowed.

Old Business

Larry Peevy (Georgia College & State University) stated that the Chancellor's request for policy updates had been forwarded from RACRA to the Central Office.

GA Easy is growing in popularity. GCSU has successfully downloaded admissions information and this process will be introduced to all institutions following completion of successful testing.

CAPP at GCSU would be moved to production in the near future. The system works well with data Fall 98 or later. A journal and guidebook would follow implementation.

Tonya Lam referenced a handout concerning use of electronic signatures. This document reported that a 'pin' number was appropriate for securing retrieval of confidential information to the appropriate individual.

New Business

None.

RACRA Summer Meeting Date

Mollie DeHart asked if RACRA wished to hold the Summer meeting following the GACRAO Annual Conference as it had in the past.

RACRA responded yes.

Susan Daniell asked that it be noted that due to the timing of GACRAO some institutions would not send representatives to GACRAO this summer and therefore they would not be present at the RACRA meeting to follow. She also asked that approval of the minutes for the meeting be handled via email in as time conscious a manner as possible.

Mollie DeHart adjourned the meeting at 1:45 p.m.

Respectfully submitted by Donald D. Avery, RACRA Secretary.

RACRA Attendance Roster 03-22-01 Jekyll Island Meeting

First Name	Last Name	Institution	Present
Arna T.	Albritten	Albany State University	x
Benjamin	Allen	Savannah State University	x
C. Lynn	Bacon	Floyd College	x
Diane	Barlow	Middle Georgia College	x
Randy	Braswell	South Georgia College	x
Susan	Braxton	Georgia Southern University	x

John A.	Brown	Atlanta Metropolitan College	x
Diane	Burns	Clayton College & State University	x
Donna	Bynum	Clayton College & State University	x
Kathleen	Caldwell	Albany State University	x
Tom	Call	Abraham Baldwin Agricultural College	x
Kathy	Carlisle	Columbus State University	x
Shirley	Childers	University of Georgia	x
Linda	Costalos	Kennesaw State University	x
Joanne	Crump	Atlanta Metropolitan College	x
Susan	Daniell	Gainesville College	x
Lisa	Davidson	Middle Georgia College	x
Mike	Deal	Georgia Southern University	x
Mollie	DeHart	Coastal Georgia Community College	x
Gary	Fallis	Georgia Southwestern State University	x
Gwen	Francis	Georgia State University	x
Rita	Garner	Medical College of Georgia	x
Carol	Giardina	Augusta State University	x
Charles	Gilbreath	Georgia State University	x
Tina	Goodroe	Middle Georgia College	x
Angela	Harris	Dalton State College	x
Virginia	Head	Southern Polytechnic State University	x
Anita	Hobbs	Abraham Baldwin Agricultural College	x
Cathie	Hudson	System Office	x
Jerrie	Huewitt	Savannah State University	x
Shirley	James	Savannah State University	x
Jodi	Johnson	Dalton State College	x
Freida	Jones	Georgia Southwestern State University	x
Susan	Kavanaugh	Darton College	x
Edith	King	Dalton State College	x

Natalie	Knox	Albany State University	x
Bob	LaVerriene	North Georgia College & State University	x
Lisa	Lesseig	Waycross College	x
Bob	Losser	East Georgia College	x
William C.	Marshall	University of Georgia	x
John	McElveen	Middle Georgia College	x
Sarah	McNure	Georgia Southern University	x
Mary	Miles	Albany State University	x
Michael	Miller	Medical College of Georgia	x
Gary	Moore	University of Georgia	x
Gwen	Moore	Savannah State University	x
Tommy	Moore	Valdosta State University	x
Charlene	Morgan	Middle Georgia College	x
Pat	Neri	Georgia Perimeter College	x
Walter	Peacock	Valdosta State University	x
Larry A.	Peevy	Georgia College & State University	x
Patricia	Price	Albany State University	x
Jason	Pruitt	North Georgia College & State University	x
Karen	Shepard	Valdosta State University	x
Deborah	Smith	Georgia Institute of Technology	x
Teresa	Smith	Georgia Southern University	x
Wayne	Smith	Georgia Southern University	x
Bonnie	Stevens	State University of West Georgia	x
Katherine	Sweeney	Augusta State University	x
Mark	Taylor	State University of West Georgia	x
Liz	Travis	Middle Georgia College	x
Katrina	Tobin	Gordon College	x
Gwen	Turner	Atlanta Metropolitan College	x
Carl	Wallman	Columbus State University	x

Garth	Webb	Abraham Baldwin Agricultural College	x
Marsha	Welch	Floyd College	x
Kim	West	Armstrong Atlantic State University	x
Debbie S.	Williamson	Georgia Institute of Technology	x
Ron	Willis	SCT Corporation	x
Shannon	Wilson	Columbus State University	x
Gerald B.	Wright	Valdosta State University	x
Gretchen	Young	Georgia State University	x
Tracy	Youghn	South Georgia College	x

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270 Washington Street, S.W., Atlanta, GA 30334

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