

**Middle States Association of Collegiate Registrars and Officers of Admission
78th Annual Conference – Minutes of the Business Meeting
Wednesday, December 3, 2008 – The Loews Hotel, Philadelphia PA**

The meeting was called to order by President Deborah Bowles at 12:10 p.m.

Deborah introduced Elliott Baker of Slippery Rock University of Pennsylvania as the Business Meeting parliamentarian.

The 2008 Executive Committee was introduced.

The past-presidents of the Association were introduced.

The Minutes of the 2007 Business Meeting were presented by Secretary, Michele Dunn. The minutes were approved as presented.

Larry Friedman, Chair of Auditing Committee reported that the committee had reviewed the Association's books and found them to be in appropriate order.

Treasurer, Jim Donohue offered his report and asked for a motion to accept the Treasurer's Report – the motion was seconded and passed.

Deborah offered the President's report highlighting Executive Committee work in 2008. Increased attention has been given to the MSACROA budget. The committee has been cost conscience in its decision making, especially as it related to future conference planning. The site committee has been working to secure future conference locations. Deborah asked those present to get involved with the association as we look for ways to increase volunteerism.

Deborah introduced the representative from this year's charity, Covenant House, Mr. Zack Wood, Director of Advocacy and Outreach, who accepted cash and material donations from MSACROA members. The total cash donation was \$1171.00.

Deborah introduced Sam Conte, University Registrar, University of Pittsburgh, MSACROA Past President and current AACRAO VP of Finance. Sam offered greetings from AACRAO.

Past President, Joseph Santivasci presented the report of the Nominations and Elections Committee. He introduced N and E members Luke Schultheis, Jeannie Broskey, June Finn and Kathy Frawley. Joseph DiMartile, University of Delaware and Sonia Saladuchin, Kingsborough Community College were elected to fill the available positions on N and E. Joe thanked the Nominations and Elections Committee for their work this year. Joe presented the slate of candidates for the Executive Committee as follows:

Vice President for Admissions and Enrollment – Peter Falk
Vice President for Information Technologies – Luke Phillips
Vice President for Professional Development – Wendy Kutchner
Secretary – Michele Dunn
President-Elect – Tracey Thompson

There were no further nominations; the slate was passed as presented.

Joe opened nominations for the 2009 election. He announced the available positions as President-Elect, Treasurer, Vice President for Communications, Vice President of Registration & Records Management and 2 positions on the Nominations and Elections Committee.

Deborah asked for any old business, there was none.

New Business was presented as follows:

Elliot Baker, Past President, offered heartfelt thanks on behalf of the Association to Deb Bowles for serving as pres & pres-elect for two terms.

Elliot presented AACRAO's current Professional Practices and Ethical Standards. He co-chairs the AACRAO Task Force that developed a draft of a new practices and standards. He requested membership input via email.

Deborah announced the locations of the next two MSACROA Conferences:
2009 Philadelphia – Loews Hotel
2010 Hershey Lodge

Deborah introduced the 2009 Executive Committee:

Deborah Bowles, President (Rutgers University)

Joe Santivasci, Immediate Past-President (West Chester University of Pennsylvania)

Tracey Thompson, President-Elect (Cornell University)

Michele Dunn, Secretary (County College of Morris)

James Donohue, Treasurer, (Sussex County Community College)

Peter Falk, VP for Admissions and Enrollment Management (University of Medicine and Dentistry of New Jersey)

Jeremy Maisto, VP for Communications (Lebanon Valley College)

Luke Phillips, VP for Information Technology (Felician College)

Alan Sims, VP for Registration and Records Management (Univ. of the Sciences in Philadelphia)

Wendy Kutchner, VP for Professional Development (Temple University)

The meeting was adjourned at 1:05 p.m.

Recorded by:

Michele M. Dunn, Secretary
Registrar
County College of Morris