

**Regional Contract Program
Virtual Coordinators' Meeting
Thursday, April 22, 2021**

AGENDA

ZOOM LINK 1:

<https://us02web.zoom.us/j/87251813654?pwd=V1dSOXIoQWZjNUg5RkwyUU1jVmJXdz09>

- 11:00am Welcome and Introductions
Stevie L. Lawrence, VP of Postsecondary Education
Elisa Jaden, Regional Program Coordinator
- Coordinator Introductions
- 11:10 am The Year in Review
- State Reports
 - RCP Totals
- 11:40 am RCP Practices and Procedures – State Coordinators
- RCP Recruitment for Your State's Residents
 - What role does the state play?
 - What role does the institution play?
- 12:30 pm RCP Coordinator Manual Annual Update
- What we need from you
 - Suggested RCP Guideline Edits/Updates
- 1:00 pm Lunch/Work Break (*meeting resumes at 2:00 p.m.*)

Zoom Link 2:

<https://us02web.zoom.us/j/89062086927?pwd=cXJEaHRoeHIyOWFFMFZHNUxGTzFCdz09>

- 2:00 pm Welcome and Introductions
Elisa Jaden, Regional Program Coordinator
- Coordinator Introductions
- 2:05 pm The Year in Review
- Institutional Reports
 - RCP Totals
- 2:35 pm RCP Practices and Procedures – State and Institutional Coordinators
- Designation of Authorized RCP Representatives
 - Authorized Representative Responsibilities
 - Authorized Representatives versus Signatories
- 2:50 pm RCP Practices and Procedures – State and Institutional Coordinators
- RCP Recruitment for Your State's Residents
 - What role does the state play?
 - What role does the institution play?

**Southern Regional Education Board
Regional Contract Program
State and Institutional Coordinators Meeting**

- RCP Invoicing Responsibilities
 - Institution Responsibilities
 - State Responsibilities
 - SREB Responsibilities
- RCP Invoicing Protocol
 - Invoicing
 - State Payments
- Annual RCP Renewals
 - Master Contracts
 - Going to true 5-year contract
 - The Exhibit A-1
 - Annual renewal
 - These Documents Must Match

3:50 pm

Louisiana's RCP Process is Automating

- Louisiana would like to provide updates to its RCP institutions on what information is needed to complete the automation process.

3:55 pm

Closing Remarks

4:00pm

Meeting Adjourns