# AGENDA (Staff)

**Day 2, May 2, 2019**

6:00 Welcome Dinner Azalea Room

**Day 3, May 3, 2019**

7:00 Breakfast Available Jasmine/Magnolia

8:00 Welcome and Introductions Jasmine/Magnolia

 Wanda Barker, Director

 Education Technology and Multistate Cooperative Programs

 Brief History of RCP (Wanda)

* Provide a history of the oldest SREB program that began in 1948.
* How has it evolved?
* Explain the roles of SREB, the participating states and state coordinators, and the participating institutions.
* How states’ budgets have affected RCP and the 2-year notification for changes.

The Year in Review (Elisa)

* State Reports
* Institutional Reports

 RCP Practices and Procedures (Wanda)

* Annual RCP Renewals Prepared in May, along with Appropriations Letters, to be sent out in June or July after the SREB Board meeting.
	+ Master Contracts renewed every 7 years
	+ The Exhibit A-1 renewed annually for years 2 - 6
* Designation of Authorized RCP Representatives
	+ Authorized Representatives versus Signatories
* RCP recruitment in your state?
	+ What role do the states play? Do they really recruit or is that done by the institution? It appears to be the latter.
	+ What role do the states and institutions play? Verifying that the student meets admissions requirements. Notifications…
* RCP Invoicing and State Payments Protocol 30-day remittance policy

10:00 Break and Hotel Checkout

10:30 RCP Guidelines (Elisa)

* Suggested RCP Guideline Edits/Updates
* Need to have crucial conversation about loans. You get into a new realm when you talk about loans versus tuition payments with no strings attached.
* What term would you require for repayment?
* What are the requirements for working in the state in that program?
* What if the graduate is offered a job, he/she doesn’t want to work in that geographical location (i.e. wants to be coser to home, etc.)?
* Are the loan amounts reported to the student each year when updated?
* Are the loans reported to the Financial Aid Office, or other college reporting areas?
* Review Sample contracts.

Noon Lunch Jasmine/Magnolia

1:00 New RCP Projects (Wanda)

* If there was an RCP Database…
	+ Who uses this tool and how?
	+ What functionality would you like from this tool?
	+ It appears this was tried in 2013-14, but not maintained. What were the problems/issues? Was it not used or did the functionality not work properly?
	+ What are the processing steps for local agencies and institutions?
	+ Would a database help with tracking?

2:00 Process for New Contract Rates (Wanda)

Appropriations Letters (Wanda)

* Tuition rates are set three years out using CPI, COLA, SSA, HEPI, etc.
* Share tuition rate spreadsheet
* Share chart of tuition rates for the past ten years

 Adding New Institutions (Elisa)

* Discuss gathering the pertinent contacts, slots and figures for creating the contract.
* Discuss Program Administration and invoicing using U of Pikeville as an example.
* Discuss communication policies and practices between SREB, state agencies and Institutions.
	+ For institutions, talk about how the seating decisions they make affect participating states and other institutions.
		- Changes take at least 9 months, although 2 years is preferred

 Other Issues and Challenges

3:00 Adjourn