

**TACRAO Executive Committee (TEC) Meeting  
Executive Summary for Full Membership  
November 19, 2025 | Virtual**

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**Overview**

The Texas Association of Collegiate Registrars and Admissions Officers (TACRAO) Executive Committee met virtually on November 19, 2025, to conduct post-conference business, review financial and operational matters, and advance planning for 2026–2027 initiatives. The meeting included TEC officers and 2026 and 2027 Local Arrangements Committee (LAC) Co-Chairs.

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**2025 Annual Conference Debrief**

The committee reviewed outcomes and lessons learned from the 2025 Annual Conference in El Paso.

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**Major Decisions and Motions Approved**

**1. Best of TACRAO Awards**

- Approved two \$1,000 scholarships (up to \$1,000 each) to support presentation at the Southern Association of Collegiate Registrars and Admissions Officers (SACRAO).
  - Selected:
    - Primary: “The Sorting Hat”
    - Alternate: “UNDC 1301: Serving Undocumented Students”
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**2. Financial & Expense Policies**

- Approved cost split for shared expenses not exclusively attributable to LAC or Operations.
  - LAC 2025 financials will be finalized and audited by February (no later than June TEC meeting).
  - Travel reimbursement procedures were reviewed
  - Treasurer will monitor LAC balances and seek TEC vote if additional fund transfers are needed.
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**3. High School Relations (HSR) Recruiting Schedule**

- Approved the 2026–2028 TACRAO Recruiting Schedule as presented and reviewed committee membership.
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#### **4. Technology & Access**

- Approved full MemberClicks access for Jennifer Beal for her Ad Hoc committee role.
  - Officer transitions (Microsoft365, MemberClicks, email access) are underway.
  - Standing committee reports are being finalized for website posting.
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#### **5. Subscriber Policy & StriveScan Implementation**

Due to the transition to StriveScan:

- Approved a temporary pause on adding new Subscribers and charging subscription fees.
  - Institutions may register for Spring 2026 fairs without paying the 2025–2026 subscription fee.
  - Subscription fees will resume once the StriveScan implementation process is finalized.
  - Approved refund of \$250 subscriber fee to University of Maryland Global Campus and University of Memphis.
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#### **6. Refund Approval**

- Reviewed and approved to refund 1 conference registration due to unforeseen circumstances for member.
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#### **7. 2026 Summer Meeting**

- Approved Hilton College Station as the 2026 Summer Meeting site.
  - ConferenceDirect continues to negotiate future hotel bids.
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### **Governance & Strategic Initiatives**

#### **Governing Documents Review**

An Ad Hoc committee will review TACRAO's governing documents and develop a formal mission statement.

#### **Corporate Relations**

Feedback from 2025 sponsors will be solicited. The committee is considering improved sponsor communication strategies, including welcome materials and "know-before-you-go" messaging.

#### **Guidebook Contract**

The Guidebook conference app contract has been extended through 2029. The TEC will review long-term app strategy and pricing structure.

### **Master Calendar**

The President is developing a comprehensive master calendar of key deadlines, milestones, and major events for all officer positions and LACs.

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### **2026–2027 Planning Updates**

#### **2026 LAC**

- 23 volunteers currently serving.
- TEC preference sheets distributed.

#### **2027 LAC**

- Visit Allen contact established for planning support and site tour coordination.
  - 2027 LAC Chairs will serve as Publicity Chairs for 2026 to gain experience.
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### **Upcoming Key Dates**

- **SACRAO 2026:** February 1–4, Orlando, FL
- **AACRAO 2026:** April 19–22, New Orleans, LA
- **AACRAO Leadership Workshop:** June 26–27, Alexandria, VA

TACRAO policy provides funding for the President, President-Elect, Treasurer (required), and eligible officers to attend the AACRAO Workshop for Officers of State and Regional Associations.

Future TEC meetings (2026):

- March 1–3 (Houston)
  - June 7–9 (Houston)
  - August 2–4 (Houston)
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### **Closing**

The meeting adjourned at 4:00 PM.