

**Regional Contract Program  
Annual Meeting  
April 14, 2022, 9:00am EST**

## AGENDA

- 9:00am Welcome from SREB  
Stevie L. Lawrence, Vice President of Postsecondary Education
- Introductions  
Elisa Jaden, Program Specialist
- The Year in Review
- State Reports
  - Institution Reports
  - RCP Totals
- 10:30am 15-minute break
- 10:45am RCP Practices versus Procedures
- RCP Resident Recruitment
    - What role does the state play?
    - What role does the institution play?
  - What Does it Take to get More contract Seats?
- Noon Lunch
- 1:00pm RCP Practices and Procedures – State and Institutional Coordinators
- Designation of Authorized RCP Representatives
    - Authorized Representative Responsibilities
    - Authorized Representatives versus Signatories
- 2:00pm 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 versus the Exhibit A-1
      - What is the Exhibit A-1 Based on?
      - Annual renewals
    - These Documents Must Match
- 2:50pm 10-minute Break
- 3:00pm RCP Coordinator Manual Annual Update
- What we need from you
  - Suggested RCP Guideline Edits/Updates
- 3:55 pm Closing Remarks
- 4:00pm Meeting Adjourns