



PACRAO NEWS

Pacific Association of Collegiate Registrars and Admissions Officers

SEPTEMBER 1987

From the President

Being president of PACRAO has many advantages! This year I have had the opportunity to work closely with outstanding members of our profession. I have been able to assist with the direction of the association's efforts toward service to all of our membership. And I have been able to look over the shoulders of Mike Magie and Jim Mansfield as they and the members of their committees put together the very excellent 1987 PACRAO Conference.

I've had a sneak preview of the sessions that will be offered at the Seattle conference and I am impressed by their quality and excited about their content. Our opening speaker, Seattle Urban League President, R. Y. Woodhouse, said, "I'm delighted to see the wide variety of topics you will be presenting to your membership. . . . I look forward to this special event. . . ." I am looking forward to Dr. Woodhouse's remarks as well as those of Fred A. Smith, who is our other general session speaker. Mr. Smith is Vice President of Human Resources of the SAGA Corporation.

The local arrangements committee has planned local tours, exciting workshops, Monday Night Football, the "Run Ron Run" fun run, and an evening excursion to Poulsbo, which includes dinner and a PACRAO talent show (first ever?). The excellent hotel facilities will enhance the conference activities as well as provide a comfortable, relaxed atmosphere which you will enjoy (be sure to bring your swimming suit).

So mark your calendar now—November 1-4 in Seattle. Don't worry about the possibility of rain. This is where our association will shine for you. Take advantage of it.



Workshops Offered at Seattle Conference

As Admissions and Records professionals find themselves increasingly dependent on computerized record keeping and information processing, significant differences are appearing among A&R colleagues in their levels of experience and acquired expertise with computers. To help bridge this gap, two separate microcomputer workshops will be offered at PACRAO '87 this November in Seattle. The workshops will be held at Bellevue Community College, within a short driving distance of the conference hotel (transportation provided), and will take place from 11:00 am to 3:00 pm on Sunday, November 1.

The first workshop will offer two kinds of instruction and practice intended for the novice: an introduction to the personal computer, followed by an introduction to a convenient and readily available data base program. This workshop will be *really* for the novice, beginning with practical instruction in getting started, using the keyboard, loading software, using the basics of DOS, troubleshooting, and getting out of a work session without feeling scared. Participants will each be assigned to a computer and will be taught by PACRAO colleagues who happen to be experienced users of PCs.

In the second half of the workshop data

base concepts and the data base program called *PC-File*™ will be introduced to participants by representatives of Buttonware, Inc. Each participant will be supplied with an evaluation copy of the software and enough documentation to help them grasp the concepts and begin using the program. If you have not had the opportunity to begin learning computer use or have felt timid about beginning, here's your opportunity to start.

The second workshop will be designed for more experienced users of microcomputers. If you use the "industry standard" spreadsheet program, Lotus 1-2-3™, enough to know that you could be doing more with it, but had not had the occasion to learn some of its more sophisticated features, this is the workshop for you. Enrollment forecasts and analysis of freshman performance indicators using curvilinear regression: these are two of the techniques you will be given an opportunity to learn. If there are others you would like to learn, you may send in requests with your registration form.

Each workshop will cost \$40, and a special registration sheet is included in your PACRAO Conference mailing. If you have not yet returned your registration materials, do so now!



Ann Tremarello

61st ANNUAL CONFERENCE Seattle Marriott (Sea-Tac) November 1-4, 1987

The 1987 PACRAO Conference program includes many presentations of interest to our Graduate and Professional School members and associates. Please share your registration materials with graduate and professional school staff at your institution. Additional registration packets are available from the Registration Chair, Chuck Fields, Director of Admission and Registration, Shoreline Community College, Seattle, WA 98133.

Your 1988-89 Nominations and Election Committee

The ballots have been tallied. PACRAO members selected the following individuals to serve as the 1988-89 Nominations and Elections Committee. Congratulations!

Members-at-Large: Roger Anderson, Margaret Cibik, David Glen, Cheri McGlynn, Jack Shirley

Two most recent Past-Presidents: Bill Gowler, Ann Tremarello

A Reminder

You should have received your registration materials for the PACRAO '87 conference, to be held in Seattle November 1-4. This is to remind you (misquoting slightly from Billy Joel), "Seattle waits for you!" If you return your materials and payments prior to October 1, you will be in the running for the Early Bird Prizes.

Microcomputer Workshops!
The finest dining in the West!

Dancing on Puget Sound!

Running with Ron Bowker!

Sumptuous shopping!

Salmon dinner at the Kiana Lodge!

and on top of all. . .

An outstanding program for your professional development. Don't delay. **LET'S MEET IN SEATTLE!**

PACRAO Sponsors AACRAO Again in '95?

Would you like to see the AACRAO meeting of April 1995 or 1996 in the West? The PACRAO Board thinks it is time to make a bid for 1995 or 1996. We had a record-breaking meeting in Las Vegas (1987) and we are scheduled for Honolulu in 1991. We think we can put on as good a meeting as the eastern or southern areas.

If you or your local colleagues would be interested in having the 1995 or 1996 AACRAO meeting in your area, we would like to hear from you. We have obtained AACRAO's guidelines for making a bid. If you think you might be interested, please call or write to Nancy Sprotte, President-elect. She may be reached at:

Nancy C. Sprotte
Director of Admissions and Records
San Diego State University
San Diego, CA 92182
(619) 265-5384

Speaking to the Future

"The past is your heritage. The present is your responsibility. The future is your challenge. I have seen the future, and it is you!" This is Dr. R. Y. (Rossalind) Woodhouse's message to the youth of Washington State. PACRAO is honored to present Dr. Woodhouse as the keynote speaker at the Seattle Opening General Session on Sunday, November 1, 4:00 pm, and believe her message will set the mood and theme for a successful professional meeting.

Dr. Woodhouse is currently President of the Seattle Urban League. She is the only Black woman ever to hold a cabinet level position in Washington State and was the first female Chief Motor Vehicle Administrator in the nation.

Dr. Woodhouse was an elected delegate to the 1980 Democratic National Convention in New York City. She is a long-time community and political activist, and in 1979, from a field of 25,000 was selected as one of the "Ten Outstanding Young Women in America." She has been happily married for 26 years; has two children; and holds a Bachelor's, Master's and Doctorate degree from the University of Washington.



Dr. R.Y. Woodhouse

PACRAO Fellowship Award

The 1986-87 PACRAO Executive Board agreed to conduct an experiment in support of efforts to provide professional development opportunities to appointed PACRAO members. The concept was proposed by C. James Quann as a demonstration of the Association's commitment to professional development, and as a designated use of a current PACRAO budgetary surplus. The proposal was discussed by the Executive Board, and a pilot program will be offered for the 1988-89 budget year. Continuation of the program will depend on annual evaluation of the program and a continuing budget surplus.

The fellowship award will be made to eligible PACRAO members for purposes which will enhance the professional development of the individual member and which may benefit the entire Association membership. The recipient will be expected to share with the membership of PACRAO the knowledge and experience gained; this may be in the form of a publication, a professional presentation, or other appropriate means, which will be decided in consultation with the PACRAO Executive Board.

Procedures for implementing this new program will be confirmed at the next meeting of the Executive Committee. PACRAO members who may be interested in applying for this fellowship award should notify President Ann Tremarello.

Summer Success Seminar Lives up to Its Name

In only its second year, the 1987 PACRAO Summer Success Seminar drew a whopping 109 participants representing 7 states and over 30 institutions. The Summer Seminar program takes "PACRAO to the people" by providing conference-class presentations and learning experiences to admissions and records staff in more remote areas who often cannot attend annual meetings.

Held in lovely Coeur d'Alene, Idaho, the two-day 1987 Seminar served colleagues primarily from the Northwest, including Idaho, Montana, Washington, British Columbia, and even North Dakota.

Designed to provide opportunities for information sharing, skills development, and networking, the Seminar offered program topics on time management, building teamwork, dealing with difficult customers, "hands-on" introduction to microcomputers, vendor-purchased student information systems, development of leadership and management skills, and on-line transcripts, computer-assisted advisement, and automated degree checks.

A panel discussion led by John Smith, PACRAO Vice President for Two-Year Institu-

tions, explored regional and national trends related to the profession. He also discussed how members can become more involved in PACRAO. Co-Directors Christine Wilkinson (Arizona State) and Roger Swanson (Cal Poly) reported that 99% of the participant evaluations rated the Seminar overall from "Good" to "Excellent."

About 70% of the attendees were support staff, many of whom had never attended a professional meeting and had three years or less experience working in admissions and records. One of features they especially appreciated was the opportunity to meet others in their field and share ideas on mutual concerns. Matt Telin, assisted by Kay Maurin (both from the University of Idaho), and Joe Frazier (Montana State) coordinated registration, site arrangements, marketing, and budget. Each participant paid only \$20 which included program sessions, handouts, buffet luncheon, breakfast, reception, and breaks. Such a deal!

Plan now to attend the 1988 PACRAO Summer Success Seminar in Flagstaff, Arizona!!!

PLAN for Your Future: PACRAO Long Beach 1988

In Nineteen hundred and eighty-eight PACRAO will meet in the Golden State.

The dates are set November 6 through 9
For sun-splashed days at 200 South Pine

At the harbor on Long Beach's shimmering shores
Where the mighty Hyatt rises to 16 swell floors.

From the Beacon Room's windows that circle around,
To the restaurants, Queen Mary, and shops on the ground,

You'll find tours and amusements, plus sessions inside
In meeting rooms handsome, spacious, and wide.

The team is at work, heaving and hauling;
We're planning and writing, and talking and calling

To assemble a program to teach and delight
To offer ideas that work and that might

Accompany you home at the meeting's end,
Alongside memories shared with a PACRAO friend.

Our crew of twelve includes these faces
That will set the course for all the right places:

Monica Augustin, Evaluations, Pomona College

Melanie Cox, Transportation & Tours, Citrus College

Dick Dawdy, Printing & Publicity, Long Beach City College

Fred Dear, Registration, Univ. of Southern Calif.

Evelyne Glaser, Facilities, Occidental College

Dave Harbeck, Exhibits, Calif. State Univ., Los Angeles

Carol Jones, Hospitality, Calif. State Univ., Fullerton

Nora McLaughlin, Printing & Publicity, Univ. of Redlands

Jim Menzel, LAC Chairperson, Calif. State Univ., Long Beach

Bob Morley, Registration, Univ. of Southern Calif.

Rose St. Onge, Reception & Banquets, Loyola-Marymount Univ.

Mike Thompson, Program, Univ. of Calif. Los Angeles

Your support and your skills will be tapped very soon
As each of this crew before many a moon

Begins the work with hammer and nail
That will build the ship and hoist the sail.

Our good, trim ship under an admiral named Sprotte
Will fly the flag then for this A & R body,

To take us together toward still better times . . .
And a professional meeting without these rhymes!

1987-88 PACRAO NOMINEES

The Nominations and Elections Committee is pleased to offer the following nominees for PACRAO offices in 1987-1988:



PRESIDENT ELECT Matt Telin

Matt Telin is Director of Admissions and Registrar at the University of Idaho. He began in our profession in 1968 as Assistant Registrar and was appointed Registrar in 1970. He received a joint appointment as Director of Admissions and Registrar in 1977. He has been active in PACRAO and AACRAO. Matt served as PACRAO general conference chairman in 1978 and Vice-President for four-year institutions in 1983. He has participated as chair, presenter and recorder at many PACRAO and AACRAO conferences. He chaired a microcomputer workshop (PACRAO) in 1986 and coordinated the arrangements for the 1987 PACRAO Summer Success Seminar. AACRAO committee assignments and duties include Transfer Credit Practices Advisory Committee, 1975-78; Academic Calendar Facilities Scheduling and Publications Committee, 1980-82; Reporting Officer for TCP since 1970 and AACRAO Conference Hospitality Committee, 1987. Matt has also been active in the COLLEGE BOARD and was a member of the 1985 Western Region Annual Meeting Program Planning Committee. He is also a member of NACAC and PNACAC.

VICE PRESIDENT, TWO-YEAR INSTITUTIONS Charles Adams

Charles Adams has been the Director of Admissions at Clackamas Community College since 1968. He is currently on special assignment to the President's Office as Director, Planning and Information Services, to develop an institution-wide decision support system and Information Resource Office. He has been an active PACRAO member since 1968 serving on three program planning committees and as program participant, session chair and presenter. He has been a

NAFSA member since 1970 and hosted the regional and section planning sessions, 1978-79. He was a panel participant, NAFSA Region 1 Conference, 1981. In 1986 Charles spent four and a half months in the Peoples Republic of China teaching English. He is a member of the World Affairs Council and the



Northwest China Council. He has chaired a statewide subcommittee of two and four-year institutions to draft recommendations for statewide standardized guidelines for transcribing and transferability of credit for prior learning.

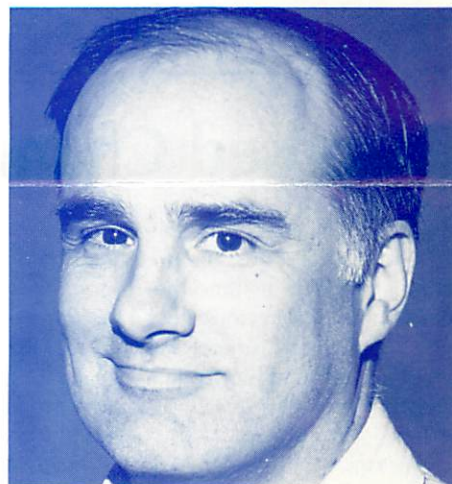
VICE PRESIDENT, FOUR-YEAR INSTITUTIONS Jeff Halverson



Jeff Halverson began his career at the University of Wyoming where he was Assistant Registrar from 1968 to 1972. He has been with the University of Nevada, Las Vegas, since that time serving as the University Registrar since 1978. His PACRAO and AACRAO contributions since 1979 are many. Jeff served as Evaluation Chairman, Local Arrangements Committee, PACRAO, 1979; General Conference Chairman, PACRAO, 1982; Nominations Committee, PACRAO, 1985/86; and Session Presenter, 1986. Jeff has served AACRAO as a member of the Program Committee, 1985/86; Session Chairman, 1986; and Exhibits Chairman, AACRAO Local Arrangements Committee, 1987.

SECRETARY Richard J. Riehl

Richard J. Riehl, Director of Admissions at Western Washington University, has been an active PACRAO member for many of his seventeen years at Western. He served as the Local Committee Publication Chair, 1987; Program Committee, 1979; and has given numerous conference presentations over the years. He is equally active in AACRAO where he served as a member of the International Studies Research Committee, 1978-82 (Chair, 1980-82); published articles in *College and*



University, 1982, 1986; and has given numerous program presentations. He is also a member of NAFSA serving as member and director of workshop teams from 1979 to 1987 in Canada, East Asia, and the Mid-East; Credential Education Project, 1980-86; and Region 1 Chair, 1982-83. His COLLEGE BOARD contributions include membership on the Western Regional Assembly Executive Committee, 1979-82 (Chair, Admission and Guidance Decision, 1981-82).



TREASURER Nora McLaughlin

Nora McLaughlin has been the Registrar at the University of Redlands since 1980, previously serving as the Johnston College Registrar for Redlands from 1976-1980. She has been a member of AACRAO and PACRAO since 1976. AACRAO committee assignments include the Non-Traditional Education Committee (chair one year); the Las Vegas Local Arrangements Committee; and, program presenter. She is currently serving on the Postsecondary Articulation Committee. Her PACRAO services include present participation on the Long Beach Local Arrangements Committee.

AACRAO 1988: NASHVILLE, TENNESSEE

Let Us Entertain You!

Planning for the 1988 AACRAO Meeting is moving "full speed ahead" and the Local Arrangements Committee would like to extend an open invitation to AACRAOs in all Regional Associations to "Let Us Entertain You in Nashville Next Year."

Tentative plans for next year's "entertainment" portion of the annual conference include:

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Tentative plans for next year's "entertainment" portion of the annual conference include:

•Sunday, April 17 (1:00-5:00 p.m.)

1. Music in the conservatory (college group)
2. (8:00-? p.m.): Gospel Sing

•Monday, April 18 (8:00-? p.m.)

1. A country hoe-down with cloggers and a square dance caller; (Post reception)

•Tuesday, April 19 (Special Event): Dinner and the internationally acclaimed tribute to Country Music, "Country Music, USA"

•Wednesday, April 20 (6:00-8:00 p.m.)

1. Regional Associations Hospitalities Hours
2. (8:00-12:00 Midnight)—"Let the Good Times Roll" (Conference open Dance)

The following is being provided for your colleagues' information:

- Friday, April 15 and Saturday, April 16: Grand Ole Opry performances are scheduled for Friday and Saturday evenings only. To reserve good seats, AACRAOs should write early directly to: Grand Ole Opry Ticket Office, 2808 Opryland Drive, Nashville, TN 37214. (615) 889-3060.
- Saturday, April 16: Opryland Theme Park is open only on Saturdays and Sundays during the month of April.

Proposed Changes to PACRAO Bylaws

The Association has increased activity in the area of special programs and workshops. The Executive Board feels the immediate Past President should assume the responsibility for coordinating these functions; it has previously been the responsibility of the Vice President. This change is recommended for two main reasons. The Past President can offer more continuity and long-term coordination over his or her three-year service on the Board than can the one-year tenure of the Vice President. We also believe this is a more even distribution of the responsibilities than exists with the present job descriptions, and this will allow the Past President to continue making meaningful contributions to the Association, after serving the term as President. According to Article VI, Section 2, the immediate Past President is a member of the Nominations and Elections Committee; this responsibility has also been added to the duties of this position in Article V.

We are proposing a clarification of the titles of the two Vice Presidents. This will formalize the original intent of the addition of a second officer, and should standardize terminology. At the same time, some editorial changes have been made.

The following changes will be presented at the annual meeting in Seattle. The amendment can be approved by a two-thirds vote of the institutional members present and voting at the business meeting on Wednesday morning, November 4. If you would like to present written comments prior to the meeting, please address them to Nancy Sprotte, President elect.

Article V: Duties of Officers

Section 3. Immediate Past President. The Past President shall serve as adviser to the President, the Executive Board, and to the member-

ship; serves as member of the Nominations and Elections Committee; responsible for special programs or workshops held within the regional area; and for the Association archives.

Section 4. Vice President-, Four-Year Institutions. The Vice President, Four-Year Institutions, shall be responsible for the Association newsletter, and other editorial and publishing needs of the Association as they arise; for new-member orientation; and for coordinating information about professional development and placement opportunities within the regional area; ~~be responsible for special programs or workshops held within the regional area.~~ The Vice President, Four-Year Institutions, shall succeed to the Presidency in case of vacancies in the offices of the President and President elect.

Section 5. ~~Second~~ Vice President-, Two-Year Institutions. The ~~Second~~ Vice President, Two-Year Institutions, with the assistance of the Treasurer, shall keep in accordance with the provisions of Article III of the Constitution, an active list of all members, associate members, honorary members and retired members of the Association with their mailing addresses; shall be responsible for publishing and distributing the Association Directory and information brochure; and for providing the Secretary with an annual membership listing for the Association records; and for planning and executing new-member recruiting and providing the list of new-members.

Submitted for approval at the November 1987 annual meeting.

—Nancy C. Sprotte, President Elect
Pacific Association of Collegiate Registrars and Admissions
Officers (PACRAO)

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