

PCACRAO

SACRAMENTO, CALIFORNIA
NOVEMBER 6-7-8-9

1960

As told in a brochure produced by the Sacramento Chamber of Commerce, here is the . . .

SACRAMENTO STORY

Sacramento's richly storied past is in itself an important chapter in American history!

Captain John A. Sutter chose the Sacramento area to establish a colony for his countrymen from Switzerland. The year . . . 1839.

The colony, first called New Helvetia, began to attract immigrants and the settlement prospered. Sutter turned his hand to various enterprises . . . wheat raising . . . flour milling . . . distilling and finally, a passenger and freight boat service to San Francisco.

Sutter's Fort, built between 1839 and 1844, stands today as one of America's most fascinating historical attractions. The discovery of gold on January 24, 1848 in Coloma, which is close to Placerville, El Dorado County, quickly brought evil days to Sutter and his fort. His workers hastened to the gold fields, leaving crops to rot, his business to fail and his cattle to be stolen. In a short time, he lost possession of his fort. Then Sutter's son, who had been deeded family property near the Embarcadero, laid out a town . . . calling it Sacramento City. This was April, 1849. Sacramento became California's permanent Capitol in 1854 and by 1869 the State Government moved into its new Capitol Building. The building of the Central Pacific Railroad (now Southern Pacific) over the Sierra (1863-69) was completed only after Sacramento's "Big Four"--Charles Crocker, Callis P. Huntington, Leland Stanford and Mark Hopkins--secured the much-needed financing. Since that time Sacramento has climbed steadily until today it ranks as one of the nation's fastest-growing communities.

Some major points of interest

State Capitol--10th and Capitol Avenue

Governor's Mansion--16th and H Streets

Sutter's Fort--27th and L Streets

Crocker Art Gallery--216 O Street

California Junior Museum--4500 Y Street

William Land Park--Freeport Boulevard and Sutterville Road

Memorial Auditorium--15th and J Streets

Indian Museum--2610 K Street

Pony Express Building--Second and J Streets

Huntington Locomotive--5th and I Streets

Fairytales Town--William Land Park

October 26, 1960

Dear Colleague:

Time has a habit of passing by us rapidly. And so once again, it is time for us, who are members of the PCACRAO, to re-convene. As you all know, our 33rd annual conference starts on Sunday, November 6. We would urge each and every one of you to do your utmost to attend. We know that the meeting will be both enjoyable and profitable.

As I mentioned to you in my letter of September 30, the committee chairmen have done yeoman service and have prepared not only an excellent program, but also provided for some extra-curricular entertainment. Elsewhere in this news letter, being so ably prepared by Wallin Carlson, you will find a very brief summary of the convention program--brief but with more detail than I gave you in my last letter.

Come to Sacramento and see the sights of California's State Capitol. We hope you'll enjoy some pleasant weather; we have contacted the Chamber of Commerce, and they promised to do all possible in an effort to cooperate with our Association. Remember, we expect to see you one and all on Sunday, November 6.

Sincerely,

David P. Arata
President

DPA:bk

PROGRAM REVIEW
33rd Annual Conference, PCACRAO, Sacramento, California

Sunday, November 6

- 2:30-8:00 p.m. REGISTRATION, Senator Hotel Lobby
3:00-5:00 p.m. WORKSHOP FOR NEW MEMBERS, Empire Room
8:00 p.m. RECEPTION, Empire Room

Monday, November 7

- 8:30-11:30 a.m. REGISTRATION, Senator Hotel Lobby
9:30-11:30 a.m. WORKSHOPS: 1. Today's Admissions - Jubilee Room
2. Records & Office Procedures - Rm. 240-242
3. Foreign Credentials - Rm. 221-223
11:45 a.m. DEPART FOR UNIVERSITY OF CALIFORNIA - Davis
12:45 p.m. LUNCHEON AT DAVIS
TOUR OF DAVIS CAMPUS
3:00 p.m. DEPART DAVIS CAMPUS FOR TOUR OF SACRAMENTO

Tuesday, November 8

- 9:00-12:00 N. GENERAL SESSION, Empire Room
Address of Welcome - Dr. Guy A. West, President
Sacramento State College
Address - Mr. Charles E. Harrell, President, AACRAO
Registrar, University of Indiana
Address - Dr. Robert E. Burns, President
College of the Pacific
1:30 p.m. MEETINGS OF COLLEGE GROUPS
JUNIOR COLLEGES - Jubilee Room
PRIVATE 4-YEAR COLLEGES AND UNIVERSITIES - Rm. 240-242
PUBLIC 4-YEAR COLLEGES AND UNIVERSITIES - Rm. 221-223
j:00 p.m. BANQUET - Empire Room
Speaker: Dr. Robert G. Hazo, Associate Director
Institute for Philosophical Research
Topic: "Liberal Education Today"

Wednesday, November 9

- 9:30-11:30 a.m. WORKSHOPS - Repeat of Monday morning workshops on
Today's Admissions, Records and Office
Procedures, and Foreign Credentials
12:00 N LUNCHEON - Empire Room
REPORT OF RESOLUTIONS COMMITTEE
BUSINESS SESSION
INTRODUCTION OF NEW OFFICERS
REPORTS OF OFFICERS

October 25, 1960

Dear Associates:

For the excellent response to the invitation to provide information for the pre-conference newsletter, the committee extends to each of you its genuine appreciation and thanks.

Some of your replies may have arrived too late for inclusion in the pre-conference letter, and if this happened, we shall try to include them in the newsletter which will be published during the conference. Incidentally, each of you will be given a sheet with your registration materials asking for any additional news for the issue to be published on Tuesday afternoon, November 8.

There is lots of information on new equipment and techniques for accomplishing our work in admissions and record keeping. In this newsletter, we have given you the names of many who have learned much recently in the use of new equipment and procedures. Here is your opportunity to talk personally with some of these people.

Thank you for the many changes and corrections in names, titles, and addresses you have sent us. Do not be dismayed if they are not reflected in this mailing. We prepared carbons of the first address labels and have not had time to make the corrections on the permanent mailing list. This will be done during or immediately following the conference.

Again, thank you. We hope you will enjoy this issue.

Sincerely yours,

NEWSLETTER COMMITTEE

Wallin J. Carlson

James McCluskey

John Montgomery

Jewel (Reynolds) McKay

WJC:ac

IN MEMORIUM

LOUIS L. WINDMILLER, Past President of PCACRAO, passed away August 4, 1960. He entered the educational field in 1925 after having served as Rehabilitation Assistant with the U.S. Veterans Bureau, forerunner of the current Veterans Administration, later as Assistant Secretary for the State's Veterans Welfare Board, a loan-granting board, and finally as Secretary to Sacramento's first City Manager.

Louis decided in 1925 to enter the field of education and started out as a high school teacher in Sebastopol. After two years there he became Dean of Boys in Turlock High School; in addition, he taught economics, civics and public speaking. From there he became Principal of Galt Union High School, also serving as District Superintendent, where he remained until moving to Stockton College as Registrar.

Upon retiring from Stockton College in June, 1959, Louis made a public statement--"it's awfully difficult to let go of something that you have been serious about, worked hard at, and had much fun doing for many years, but we have to be realistic, we can't go on forever."

Louis and his charming wife Gladys, also well known to the members of this Association, spent a long holiday in Mexico. On his return he became Placement Secretary at the College of the Pacific and it was while serving in this capacity that he passed away.

The contribution that Louis has made to this Association as a long-time member of the Executive Committee will live long in the memories of its members.

HERMAN A. SPINDT, Director of Admissions for the University of California since 1946 and for the past few years Director of Admissions and Relations with Schools, passed away on March 19, 1960. He had been in ill health for some time, but stayed on the job. His death was a shock, not only to his immediate colleagues, but to the hundreds of educators in California who had at one time or another worked with him, and to many throughout the country who knew him through his activities with AACRAO and CEEB. He was due to retire on June 30 of this year.

Herm was a Past President of both PCACRAO and AACRAO.

He played an important role in the development of the Master Plan as chairman of the technical committee on admissions and retention.

His wise counsel will be sorely missed. The public education system of California will benefit for many years from his part in developing the admissions policies of the University, and his influence in furthering cooperation and coordination in the public education system of California.

MAILALIEU A. WILSON, Registrar at Northwest Nazarene College (Nampa, Idaho), tells us that he has moved back to Nampa, thus eliminating the 40-mile drive to and from work each day. He also sends news of Paul Kunkel, who has embarked on a three-year plan at the University of Idaho leading to a doctorate in education administration. Registrar Wilson, for the first time in his "registraring" career, is giving full time to the work of the Registrar's Office and admissions. His college has worked out a schedule of classes for FOUR YEARS IN ADVANCE, and this innovation has cut the number of days needed for official registration lines by fifty per cent. This is something many of us will wish to hear more about from him!

Two months in Europe during the summer of 1960 is the enviable news reported by DR. NORRIS W. RAKESTRAW of U. C.'s The Scripps Institution of Oceanography at La Jolla, California. He recently was made Associate Dean of the Graduate Division, Southern Section, in charge of graduate work on the La Jolla campus. This includes admissions and registrations. Congratulations on both counts!

FRANCIS G. MORGAN no longer is "acting" registrar of Eastern Montana College of Education at Billings; he's the real thing now! Registrar Morgan also coordinates IBM data processing for the Registrar's Office and Business Office, and offers the encouraging comment that while they had many headaches during the trial period they wouldn't do without the machines now. Take heart, you IBM'ers still in the headache period.

Welcome, MRS. LINKA K. JOHNSON, newly appointed Registrar at Pacific Lutheran University (Tacoma, Washington). DR. PHILIP E. HAUGE has relinquished his duties as Registrar in order to devote all this time to his position as Dean of the University. Now, if some of you are wondering--this is our same Pacific Lutheran, but the "College" part of its name has been changed to "University."

Another welcome--this time to KENNETH KENNEDY, who is the new admissions officer at Eastern Washington College of Education at Cheney.

STAN BERRY, Washington State University, says that their Registrar's and Admissions Office has newly remodeled quarters, one more staff member, and an autotypist.

Marymount College goes a step farther. It comes forth with a new address--to go with a new campus! It's Registrar, Mother M. Martin, appreciates the beautiful view afforded by the new 45-acre campus at Palos Verdes Estates, California.

ELIZABETH HANES of Cal Tech is happy that her daughter Becky, 15, was chosen as one of five California young people to represent the Red Cross in a summer project termed, "Know Now our World." Becky spent her summer in Scandinavia, and we so much enjoyed reading the newspaper article about her.

Associate Dean, Activities and Housing, is the new title for ROBERT C. LAWRENCE, former Registrar with San Fernando Valley State College in Northridge, California. He will be going to Idaho State College in December as consultant for their upcoming IBM procedures in record keeping.

Here come those initials again! Eastern Washington College of Education is budgeting for IBM. Registrar C. W. QUINLEY seems to be going into it with his eyes open--at least he shows real insight as he explains that these letters stand for It Brings Misery. They have just initiated a new system of permanent records on $8\frac{1}{2}$ x 11 card stock with safe file for storage. Their new check-out system gives each person in the office a colored card which he simply slips in to replace the record borrowed, thus eliminating the need to write names, etc.

The McGeorge College of Law in Sacramento has devised a new application form and matriculation card, filled out during registration and used as a master to furnish all information requested by surveys concerning background and status of students. A new print shop on their campus does all their print work, letterhead, admission forms and records. They have installed photo copy equipment and are now using the photo process instead of typewriter copying of transcripts.

F. D. GURLL, Registrar and Admissions Officer at the University of California at Riverside, will be moving his three offices (registration, admissions and Relations with Schools) to the new "Ad" building on the campus in November. Right now, though, he's a more than just interested observer of the political campaigns. You see, he has the distinction of having had BOTH the presidential candidates as students in his classes earlier in their careers! Jack Kennedy was a student in the first English class Mr. Gurll ever taught at The Choate School in Wallingford, Connecticut. Dick Nixon was his student during World War II in the Indoctrination School for Naval Officers at Quonset Point. Since the war he has had several reunions with each of them.

The grapevine (and U. S. Mail) informs us that BYRNS FAGERBURG of the University of Redlands attended the ACAC annual convention in Pittsburgh, Pennsylvania, in early October.

Gott sei dank! writes MARGARET A. SCOTT of Reed College in Portland. That was her gleeful goodbye to the mimeograph, photostat, ditto and Verifax machines as they left the jurisdiction of her office. The Registrar's Office has its own set-up for transcripts, etc., of Copease equipment which is proving quite satisfactory. Mrs. Scott also tells us that Dr. GEORGE H. HAY, Assistant Professor of Economics and Director of Admissions at Reed College, is on leave, working on a research project in Rhodesia, Africa.

DWAINE L. BASSETT is enjoying his first year as Director of Admissions at Cascade College, Portland, Oregon. He and his wife, a teacher in the elementary school system in Portland, are parents of two children, ages 7 and 9. He hopes--and we do, too--that he will be able to join us in Sacramento in November for his first convention of PCACRAO.

Southern Oregon College is trying out an Olivetti adding machine, all the while longing for a new Verifax, too. Their new first assistant registrar is Miss Nelda Spain. Mrs. Winston, Registrar, was helpful in sending us this information, and added that "Lyle (Johnson) is away to New England for a tour of colleges for a period of several weeks. He'll come back with more new ideas!" Both Mrs. Winston and Miss Spain plan to join us for the Sacramento conference.

MRS. MILDRED JOHNSON, Assistant Registrar at California Baptist Theological Seminary, Covina, California, plans to move to the campus soon, as faculty homes now are being built there. Mrs. Johnson gives credit to PCACRAO for suggestions and ideas which the Seminary incorporated into the revision of their admission forms. As a result of some of these suggestions, their registration this fall was the smoothest ever.

DR. SIVERTSEN, former Registrar at California Baptist Theological Seminary, now is Director of Church Relations in The Salvation Army, where he is doing a fine work.

JOHN R. MC MILLAN has been Registrar at The American Institute for Foreign Trade, Phoenix, Arizona, since October of '59. At the National Convention in Los Angeles last April he was happy to meet a former classmate, ROBERT MC KAY, now Director of Admissions at California Western University.

Congratulations to MRS. GLORIA WULF and her husband on the birth of a daughter, Glenda, July 23, 1960. Mother Gloria is Registrar at Pacific University, Forest Grove, Oregon.

R. A. YOCUM, Registrar at Willamette University, Salem, Oregon, reports a quiet summer at home with his daughters, ages 5, 4 and 2. Either he is kidding us, or there's a new definition of "quiet," or he has three very unusual daughters! We won't question his statement about Willamette's microfilming records (they have a Microfilm Reader-Printer) and we rejoice with him over the time saved. May we pass along to Registrars Whitman (Linfield), Norris (Lewis and Clark) and Skvarsten (Pacific) his appreciation for the help they gave him in revising registration forms. Sounds like real cooperation--but we're not surprised.

She introduced herself to us through her questionnaire response, so may we in turn present her to all of you. She is Virginia Bridge, Registrar of Chouinard Art Institute. Her assistant is Mrs. Patsy Tury and, as Virginia says, "together we are braving the uncharted seas together as we are both new to this never-a-dull-moment business of being Registrar and Assistant Registrar. But we are enjoying." Sounds like the Institute put people with the right spirit into the jobs, doesn't it?

Here's another change-of-name note. Los Angeles County Art Institute has resumed its original name of OTIS ART INSTITUTE OF LOS ANGELES COUNTY. BETTY BURT KIRBY has been promoted from Registrar to Secretary to the Director, Mr. Jarvis Barlow. The new Registrar is MRS. ANTOINETTE RENTY.

B. W. FULLINGTON, Registrar and Admissions Officer for the College of Osteopathic Physicians and Surgeons in Los Angeles, reports that his office staff is enjoying new and enlarged office quarters--and he is taking his first real vacation for this year right now--two weeks of it.

No vacation so far for ALICE ERSKINE, California College of Arts and Crafts, but she has been promoted to Dean of Academic Affairs. Her husband has been ill much of this past year. Our best wishes to both of them.

Once upon a time there was a Registrar named Isma Johnson at the Golden Gate Baptist Theological Seminary, Mill Valley, California. Now there is one named Isma Johnson Martin, and even if we are a little late we want to add our good wishes for happiness for the Martins.

By the time we meet in Sacramento, Pacific School of Religion's KATHRYN BLADE will have retired and on her way to South America with her husband Dan. Mrs. Blade has been with Pacific for eighteen years. Bon voyage to the Blades! MRS. RUTH DYE is Pacific's new Registrar, and we send her our best wishes. She'll enjoy the new Apeco Uni-Matic Auto-Stat which has been added to her office.

FLORENCE N. BRADY, Registrar, sent us such a nice letter to catch us up on the news at Occidental College (Los Angeles). First, ART MARMADUKE has left them to become Director of the State Scholarship Commission in Sacramento. OAKLEY NORTON took up the admissions responsibilities for last spring, but now he and his wife are enjoying a year's sojourn in Europe. New appointments in Occidental's Admissions Office are BENJAMIN W. MCKENDALL Jr., Director of Admissions and JAMES V. V. CROXTON, Assistant Director of Admissions.

The Registrar's Office at College of the Pacific has outdone all of us! Last February, while some of us were wondering where to put the IBM machines, or copying equipment, or new files, Registrar Ellen Deering was involved in moving movie cameras, operators, directors, etc., into her office and workroom. (Go ahead, read it again if you think you were seeing things!) We don't know just where she stored Bing Crosby, Fabian and others, but they were there, too. All this the day before registration --and the cause of it all, the filming of "High Time," on COP's campus. Ellen writes "After having the privilege of working with the personnel of the cast for a month, I have learned to hold movie folk in very high regard. Their hours are long, their labors rigorous, and the demand for perfection is thrown at them every moment. It was a good lesson for our students, the lesson of the importance of striving for perfection.

You will enjoy the Faculty Auction scene taken in front of our Administration Building; the registration scenes, and particularly the bonfire--it was really an exciting spectacle to watch in the filming."

BOB EDDY, Dean of Admissions, Golden Gate College (San Francisco), is private-eyeing the circumstances surrounding his being assigned Master of Ceremonies for the November conference. Prime suspects are Dave Arata and Howard Shontz--oh, surely not! Bob's job is strictly admissions now since he has managed to shed the responsibility of the Dean of Students' job. Two of his three sons are attending Chico State College now.

Chico State's Registrar BOB BESS is busily building new hoops for his IBM machines to jump through. For example, he has devised a convenient means of producing alpha sort numbers for alphabetizing IBM cards by emitting a predetermined interval from the digit selector on the 402 accounting machines. This procedure makes it unnecessary to produce a prenumbered alpha sort deck. Also, Bob has devised a method of obtaining local percentile norms from the IBM test data cards by wiring the tabulating machines so that constant totals are cumulated after each program cycle.

MORRIS GOLDNER has been promoted to Vice President of San Jose City College and PHIL KLEIV has pulled his chair up to the Registrar's desk. Congratulations to both of you.

Long Beach State College is welcoming its second president, DR. CARL W. MC INTOSH, who will be inaugurated November 10. Dr. McIntosh formerly was president of Idaho State College at Pocatello.

DAVE WINDSOR, University of Arizona's Registrar and Director of Admissions, represented AACRAO, along with President Charles Harrell, at a meeting of the National Association of State Directors of Teacher Education and Certification. Their's was the task of convincing their listeners that if an institution furnished teachers certification officers with college transcripts which comply in all respects with the requirements outlined in "An Adequate Permanent Record and Transcript Guide," published by AACRAO, it should not be necessary for institutions to prepare special forms or blanks provided by the state licensing authorities summarizing students' academic records. Their efforts were rewarded by success. Following this meeting, Dave represented AACRAO at the annual meeting of the Commission on Teacher Education and Professional Standards of the National Education Association in San Diego.

President of his Kiwanis Club this year is CLARENCE R. BERGLAND, Dean of Admissions and Records at Long Beach State College. Last April he represented his club at the International Kiwanis Convention held at Miami Beach, Florida. You won't have to worry about how to spend your spare time this year, Clarence!

MISS LUDENE SLATTON, Registrar at Pepperdine College (Los Angeles) attended a two-week seminar on College Admissions and Records at Colorado State College, Greeley, this summer. She reports that it was a profitable experience, with some 24 colleges and four high schools represented. Several familiar faces were there, including GEORGE HAAS from Columbia Basic Junior College, ALICE HATTON, Boise Junior College, ALFRED MATTHEWS, University of California at Los Angeles, DONALD SCHLIESMAN, Central Washington College of Education and JACK SHIRLEY, University of Nevada. Ludene, incidentally, hopes to complete work for her Master's in English this year at the University of Southern California.

Los Angeles City College is building new housing for its Admissions and Records Office. In the meantime their quarters are cramped enough to make Assistant Dean HARVEY MOORE remark that this would be an ideal year to take a sabbatical!

MRS. FRANCES M. WILLARD is looking forward to January, when she will retire after thirty-eight years of service to the University of Washington as its admissions supervisor. Mrs. Willard will continue to work until that time on her study of the educational system of India. After January--travel and relaxation.

MRS. ETHELYN TONER, also of the University of Washington, sends regrets that she cannot attend our Sacramento meeting. She attended the Executive Committee meeting of AACRAO in New York City last October as well as the annual meeting of the Northwest Association of Secondary and Higher Schools in Missoula, Montana, in November, so she is "grounded" by office responsibilities this time. Next year she hopes to be with us, at which time she'll know whether to crow or to cringe over their new machine recording system.

As Associate Director of the Summer Session at Stanford, HANS WAGNER is scheduled to be the administrative officer in charge of the Advanced Language Workshop which Stanford is sponsoring in Germany this summer. He will leave the Stanford campus about the middle of June, returning the latter part of August. Wonderbar!

Did you know--that DR. H. IMPECOVEN, Portland State College Registrar, was the only person (and registrar) west of the Mississippi invited by the U. S. Commissioner of Education to serve on his Advisory Committee of Users of Educational Statistics? HE didn't tell us, but the word got to us anyway. This committee, in its five meetings since November of 1958, limited its explorations of problems of statistical reporting to the field of higher education, and the printed report was issued by the U. S. Department of Health, Education and Welfare, Office of Education, in May 1960.

On sabbatical leave from February 1 until September 10, EDWARD SANDERS, Dean of Admissions of Pomona College (Claremont, California) spent his time roving through countries from Portugal to Turkey and back to Denmark. A very worthwhile activity was visiting with Cultural Attaches and other members of American delegations to discover what he could learn about the operation of foreign student scholarship programs and what could be done to improve them.

DALLAS W. NORTON, Assistant Registrar at Oregon State College at Corvallis for ten years, recently has been appointed Acting Director of Admissions to head the newly created Department of Admissions. He will continue as Personnel Coordinator. Thank you, TOM ORDEMAN, for sending us this information.

MISS MERLE A. QUAIT, of Oakland City College, was promoted from Registrar to Coordinator of Admissions and Records. Congratulations! Her trip for the summer took her from California to Maine, then north to Caspe Peninsula and Quebec. She returned to California across Canada, making good use of the six weeks she was traveling.

Modesto Junior College set off a chain reaction with the promotion of DR. J. KENNETH ROWLAND from Dean of Student Personnel Services and Registrar to Vice President of the college. DR. BERT ANDERSON, formerly a counselor, has assumed a portion of Dr. Rowland's former duties and is now Dean of Guidance and Admissions. MR. DONALD DUNCAN, formerly Assistant Registrar, has been promoted to the position of Registrar. Congratulations EVERYBODY!

MRS. HELEN WILDERMAN, Assistant Registrar at Portland State College, is keeping an interested eye on the political situation. Husband Sam was nominated in May for the third time to the Oregon legislature. Helen enjoyed the Ashland Shakespearian Festival in August, and her visit with Mabel Winston of Southern Oregon College.

DON LORENZ, of Concordia College, Portland, paid a visit to California this summer. He attended the Summer Institute on "Institutional Research on Students" at the University of California in Berkeley. This was sponsored by WICHE (Western Interstate Conference on Higher Education.)

The State College Admissions Committee, of which CLARENCE R. BERGLAND (Long Beach State College) is a member, is meeting in San Francisco October 18-19. This committee recommends changes in admissions requirements to the State Colleges. Dr. Ralph Prator, President of San Fernando State College, is chairman of this important committee and each State College has two representatives.

"Don't look for it on any map--it isn't there," is the advice we have from HAROLD J. SOETERS of San Francisco State College in telling us of his trip to the Nevada ghost town of Como last July. That's what we call ghostly! The new Registrar's Office quarters Harold moved into in September are guaranteed more solid and real, and we hope all of you have sent your registration activities reservations to him there.

R. M. HACKLER, San Bernardino Valley College, reports that they have gone on IBM this fall. He's proud of their new Brunning Copyflex machine and A. B. Dick PhotoCopier. He adds that last summer he toured the East Coast of the U.S.A.--Miami, Florida, to Maine. Just happened to spend a couple of days in Hyannis, Cape Cod, Massachusetts. A lovely trip.

Our congratulations to MRS. NORMA K. SNYDER, of Phoenix College (Arizona). Her classification has changed from Assistant Registrar to Guidance Counselor. She is now a member of the staff of the Dean of Students and has left her Registrar's work. Regretfully we remove her name from our mailing list, but send her our best wishes for happiness in her new work.

Registrar KENNETH M. WILLIAMS had a narrow escape this summer. He almost had to paint his house, but by carefully planning to spend the first days of his vacation at a family reunion in Idaho and the last part painting, he was able to become needed at the office just in time. This is NOT the way HE told it, and, really, maybe he DID plan to paint the house as he'd promised, and maybe he WAS needed at the office--but we've enjoyed telling it our way. Ken is also Dean of Students at George Fox College, Newberg, Oregon, and he is sorry that he will be unable to be with us in Sacramento. He does hope to attend a workshop in Stockton, California, in the summer of 1961.

RAY F. MARSH, Dean of Admissions and Records at Los Angeles State College, reports that his thesis, "A Model Program for College Registration," has been accepted by the University of Southern California. We're asking Ray how we can get a copy of his thesis to read. We wish everyone could read the writeup in Los Angeles State's College Times describing some of the work and problems of the Admissions and Records Office. It expresses such good will and sincere helpfulness that it makes us feel proud that this is one of "our" offices.

ELLIOTT TAYLOR, who was employed in Eastern Europe for seven years prior to the war, has been called on for several speaking engagements since his return from an eight-weeks tour this past summer. Elliott was in Europe in 1950 and 1952, and has talked on such subjects as "Contrasts in Post-War Europe," "American Concerns in Europe," and "Europe up to Date." He is Director of Admissions at College of the Pacific, Stockton, California.

ELLEN L. DEERING, Registrar of College of the Pacific, is serving as Acting Chairman of a California Teacher Association sub-committee on Recruitment of College Teachers. The Committee has studied the urgent need of procuring teachers for California's growing colleges and universities and is now preparing a recruitment brochure which is to be distributed to the seniors and graduate students in the colleges and universities of California.

From WILLIAM J. DILLON, Registrar at University of San Francisco, this choice observation: "Am in the midst of first experience with Remington Rand punch card equipment. The usual bugs have developed and I feel more like an exterminator than a registrar."

A new title for ROBERT MC KAY--Director of Development. He formerly was Director of Admissions. MRS. MARY SALISBURY, recently Registrar, now is Recorder. The new Registrar is JOHN W. BROWN. The institution? California Western University in San Diego, California. Incidentally, a nice expression of appreciation of her service to the students and the University was accorded Mrs. Salisbury with the dedication of the recently published "Cal Western" yearbook. We're proud of that, too.

Registration forms are being changed at the College of Notre Dame, Belmont, California, to simplify the process for the students. SISTER PATRICIA ANNE, Registrar, is working on this project. She recently returned from studying at the University of Wisconsin for the spring and summer sessions this year.

Registrar IRA SMITH, of Montana State University, took a little time out in July from catalog, schedules, committees, etc., for a short pack trip into the "back country" for some of the "monsters" that lurk in Montana's high mountain lakes. In mid-October he was off in quest of antelope and deer. Hope he got some before resuming hand-to-hand combat with his complete re-examination of all courses, curricula and scheduling for MSU. They have just revised their permanent record for machine recording and are shopping for a heat-transfer posting machine.

My, how you've grown--City College of San Francisco! Registrar MARY JANE LEARNARD reports a flock of 7500 enrollees, with more looming on the horizon.

Western Washington College at Bellingham opened its new admissions office this fall, with WILLIAM J. O'NEIL as Director. (He was formerly assistant registrar, then Assistant Director of Personnel Services.) DON FERRIS is their Registrar. Interesting highlight of Don's summer was a trip to New York--which he crowded into twelve working days. He looks forward to picking up a few bits of information on IBM in Sacramento, as they have started on the road to machine recording.

IBM has taken over at Carroll College, Helena, Montana, and sent FR. WAGGENOR and VIC BENEVENTI back to school! They spent two weeks last July at IBM school in Seattle taking courses in Principles of Wiring and a procedure course on the 402 IBM Accounting Machine. Their machine repertoire now includes the Series 50 Key Punch, Sorter, Interpreter, Accounting Machine and Reproducer. Apparently the schooling paid off, as their registration went smoothly. Next hurdle--the first grade report issuance. If that works, they should be acknowledged Monster Masters, 1st Class.

We've been calling her by an old, outdated name! It is no longer JEWEL C. REYNOLDS: it's JEWEL MC KAY. Husband (since September 22, 1960) Harold C. McKay is Director of Auxiliary Services for the Clark County Schools in Los Vegas. Besides "Mrs.", Jewel's title is Director of Admissions for University of Nevada (Southern). Many good wishes to both of you McKay's.

Thank you, RITA M. LENTZ, Registrar of Westmont College, Santa Barbara, California, for sending us the name of WILLIAM P. GOWLER to add to our mailing list. He's Director of Admissions at Westmont, and we are happy to have this information.

Welcome to MISS FRANCES ROSE, Recorder at San Bernardino Valley College. She will be attending her first PCACRAO meeting this year. The President of SBVC is DR. H. J. SHEFFIELD, one of PCACRAO's "old stalwarts." Lucky indeed are his admissions and records staff to have the benefit of his understanding of their work.

Did you all know that Victoria College, Victoria, B. C., is now a four-year institution? Students will be receiving degrees in Arts, Science and Education in May of 1961. Thank you, DOROTHY M. CRUICKSHANK, for this "newsie."

ELDRED C. STEPHENSON, Director of Admissions and Registration at Ricks College, Rexburg, Idaho, attended the Management Seminar of the National Association of College Stores. This was in Oberlin, Ohio.

The Keysort record system for registration found its way into Western College of Education at Dillon, Montana, in September of '59. PAUL PICTON, their Registrar, tells us that the system is used for matriculation cards, student information cards, grade report cards and class schedules. They have abandoned the card type permanent record in favor of the translucent tracing cloth forms. They will use the Ozalid Whiteprinter for making transcripts, as well as for many other operations.

MARY ASHLEY, Registrar at Fuller Seminary, Pasadena, is enthusiastic about her new Rambler and her office's new Verifax Signet copier. The Rambler saves gas and the Verifax saves dispositions of people in her office who were boiling over the complications of their former transcript reproducing apparatus. The "boiling" is not used loosely--their machine gave off too much heat!

We've just heard of a cozy little organization, ostensibly for deep thinking for the betterment of admissions practices for the Los Angeles District Junior Colleges. Confidentially, one of their members has confessed that they meet about six times a year "to kick the gong around and exchange trade secrets, shaggy dog jokes, and other white elephants."

Ever wonder what happens to deans of admissions when they stop deaning? Well, here's news of one of them--MAX KOHLER--formerly Dean of Admissions and Guidance at Los Angeles Pierce College. He is now a happy farmer on his 113-acre farm near Ephrata, Washington. He loves it--and who wouldn't?

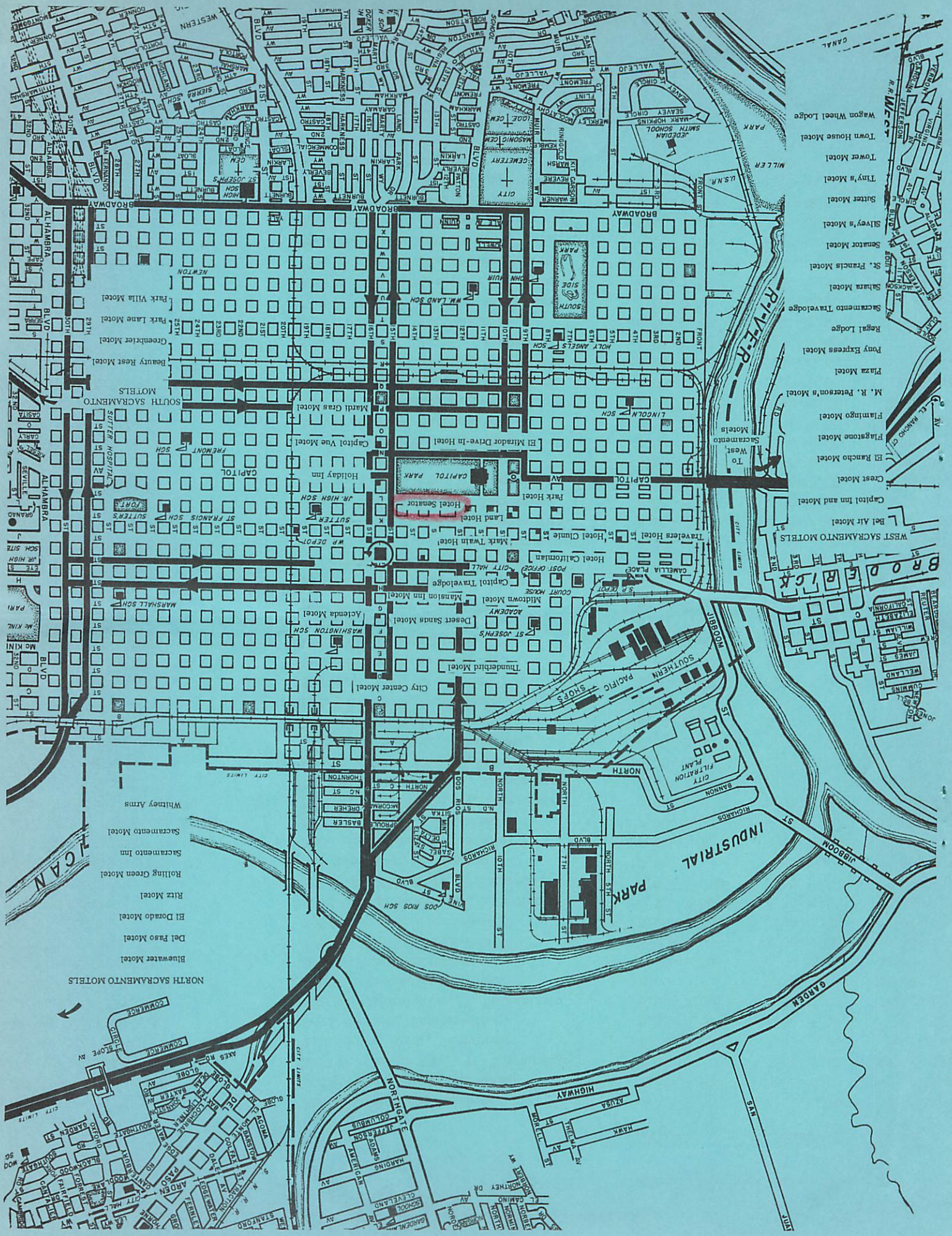
The new Dean of Admissions and Guidance at Pierce is JACK NEBLETT, who plans to be with us in Sacramento. He and his family took a 5600-mile trailer trip this summer, visiting in Illinois and Tennessee, followed by a 20-foot travel trailer. Maybe we'll trailer a bit before we start farming. Dreaming's free.

Welcome, WILLIAM G. D. POLLOCK, new Admissions Officer at Fresno State College. He's from Colorado and reached Fresno via Anaheim, California, where he taught.

Separated, but still friends, are the Admissions and Registrars offices at the University of Idaho at Moscow. Named Director of Admissions is FRANK YOUNG, Registrar D. D. DuSault tells us.

GEORGE P. ASKEGAARD serves as Director of Admissions and Dean of Students at Columbia Basin College, Pasco, Washington. Their new Registrar is GEORGE HAAS, a former psychology instructor who is still supervisor of counseling and guidance. Their college is installing a Bruning machine for grade reporting, etc. We hope Mrs. Askegaard's health is much improved now.

GEORGE LA DUE has been appointed Admissions Officer at Long Beach State. He comes from Illinois College, where he was Director of Admissions.



- Wagon Wheel Lodge
- Town House Motel
- Tower Motel
- Thy's Motel
- Sutter Motel
- Silver's Motel
- Senator Motel
- St. Francis Motel
- Sahara Motel
- Sacramento Travelodge
- Regal Lodge
- Pony Express Motel
- Plaza Motel
- M. R. Peterson's Motel
- Famingo Motel
- Flagstone Motel
- El Rancho Motel
- Crest Motel
- Capitol Inn and Motel
- West Air Motel

- WEST SACRAMENTO MOTELS
- Travelers Hotel
- Hotel Calitornian
- Hotel California
- Mark Twain Hotel
- Hotel Clunie
- Land Hotel
- Hotel Senator
- Capitol Hotel
- Capitol Travelodge
- Midtown Motel
- Desert Sands Motel
- Acenda Motel
- Mansion Inn Motel
- Thunderbird Motel
- City Center Motel

- Bluewater Motel
- Del Paso Motel
- El Dorado Motel
- Ritz Motel
- Rolling Green Motel
- Sacramento Inn
- Sacramento Motel
- Whitney Arms

- NORTH SACRAMENTO MOTELS
- Bluewater Motel
- Del Paso Motel
- El Dorado Motel
- Ritz Motel
- Rolling Green Motel
- Sacramento Inn
- Sacramento Motel
- Whitney Arms

SACRAMENTO'S LEADING HOTELS AND MOTELS

All prices include bath or shower

		<u>SINGLE</u>	<u>DOUBLE</u>	<u>TWIN</u>
* ACIENDA MOTEL	626 16th Street, Sacramento	6.00- 7.00	8.00-10.00	10.00-12.00
BEAUTY REST MOTEL	5969 Stockton Blvd., Sacramento	5.00- 7.00	6.00- 8.00	8.00-10.00
* BEL AIR MOTEL	1600 W. Capitol Ave., W. Sacramento	6.00	7.00- 8.50	9.00-10.00
BLUEWATER MOTEL	2912 Auburn Blvd., Sacramento	7.00- 9.00	7.00- 9.00	9.00-11.00
HOTEL CALIFORNIAN	8th & I Streets, Sacramento	5.00- 6.50	6.50- 8.00	7.50- 9.00
CAPITOL INN MOTEL	1130 W. Capitol Ave., W. Sacramento	6.00- 7.00	8.50-10.00	10.00-12.00
CAPITOL TRAVELODGE	11th & H Streets, Sacramento	8.00	10.00	12.00
* CAPITOL VUE MOTEL	1530 N Street, Sacramento	6.50- 8.00	8.00-12.00	10.00-12.00
* CITY CENTER MOTEL	331 12th Street, Sacramento	6.00- 8.00	8.00-12.00	10.00-14.00
HOTEL CLUNIE	8th & K Streets, Sacramento	5.25- 6.50	7.00- 8.00	8.00- 9.50
* CREST MOTEL	958 W. Capitol Ave., W. Sacramento	6.50- 7.00	7.50-10.00	9.00-12.00
DEL PASO MOTEL	319 E. El Camino, N. Sacramento	5.00	6.00	7.00-10.00
* DESERT SANDS MOTEL	623 16th Street, Sacramento	7.00	8.50-10.00	10.00-14.00
* EL DORADO HOTEL	500 Leisure Lane, Sacramento	9.00-11.00	12.00-15.00	12.00-15.00
* EL MIRADOR DRIVE-IN HOTEL	13th & N Streets, Sacramento	7.00-14.00	9.00-16.00	10.00-19.00
* EL RANCHO MOTOR HOTEL	1029 W. Capitol Ave., W. Sacramento	7.00-10.00	8.50-13.00	10.00-13.00
* FLAGSTONE MOTEL	1530 W. Capitol Ave., W. Sacramento	6.00- 7.00	7.50-10.00	9.00-12.00
FLAMINGO MOTEL	920 W. Capitol Ave., W. Sacramento	6.00- 8.00	7.00-12.00	8.00-14.00
GREENBRIER MOTOR HOTEL	4331 Stockton Blvd., Sacramento	6.00- 7.00	8.00- 9.50	8.50-10.50
HOLIDAY INN	1220 16th Street, Sacramento	6.50- 7.00	8.00	10.00
LAND HOTEL	10th & K Streets, Sacramento	4.50	6.00	7.50
* MANSION INN MOTEL	728 16th Street, Sacramento	8.00-12.00	10.00-15.00	11.00-15.00
MARDI GRAS MOTEL	1601 16th Street, Sacramento	7.00	8.00-10.00	10.00-12.00
MARK TWAIN HOTEL	1316 I Street, Sacramento	2.50- 3.50	5.00- 6.00	5.50- 6.00
MIDTOWN MOTEL	700 12th Street, Sacramento	6.50- 8.00	8.00-10.00	10.00-16.00
PARK HOTEL	1121 9th Street, Sacramento	5.00- 6.00	6.50- 8.00	7.50- 9.00
PARK LANE MOTEL	6440 Stockton Blvd., Sacramento	5.00	7.00	7.00- 9.00
PARK VILLA MOTEL	6024 Stockton Blvd., Sacramento	5.00- 7.00	6.00- 8.00	7.00- 9.00
M. R. PETERSON'S MOTEL	1143 W. Capitol Ave., W. Sacramento	5.00- 6.00	5.00- 7.00	7.00- 8.00
** PLAZA MOTEL APARTMENTS	2701 W. Capitol Ave., W. Sacramento	5.50- 6.00	6.00- 7.00	7.00- 9.00
* PONY EXPRESS MOTEL	826 W. Capitol Ave., W. Sacramento	6.00- 6.50	7.00-10.00	7.00-10.00
* REGAL LODGE MOTEL	1451 W. Capitol Ave., W. Sacramento	5.50- 6.00	7.00-12.00	8.00-15.00
RITZ MOTEL	2223 Auburn Blvd., Sacramento	5.50- 6.00	7.50- 9.00	9.00-10.00
ROLLING GREEN MOTEL	2230 Auburn Blvd., Sacramento	7.00	7.00- 8.00	8.00-12.00
* SACRAMENTO INN	1401 Arden Way, Sacramento	7.00- 9.50	9.00-12.00	11.00-12.00
SACRAMENTO MOTEL	1199 East El Camino, N. Sacramento	6.00- 8.50	7.50-10.50	8.50-10.50
* SACRAMENTO TRAVELODGE	817 W. Capitol Ave., W. Sacramento	6.00- 7.00	8.00-10.00	9.00-14.00
SAHARA MOTEL	1724 W. Capitol Ave., W. Sacramento	6.00- 7.50	7.50-10.00	10.00-12.00
ST. FRANCIS MOTEL	964 W. Capitol Ave., W. Sacramento	6.00- 9.00	7.50-12.00	9.00-12.00
* HOTEL SENATOR	12th & L Streets, Sacramento	8.00-14.00	11.00-17.50	11.00-17.50
* SENATOR MOTEL	1810 W. Capitol Ave., W. Sacramento	5.50- 7.50	7.00-12.00	9.00-16.00
SILVEY'S MOTEL	1030 W. Capitol Ave., W. Sacramento	6.00- 7.00	7.50- 8.50	10.00-12.00
SUTTER MOTEL	1801 W. Capitol Ave., W. Sacramento	5.50- 6.50	6.50- 7.50	8.00-14.00
THUNDERBIRD MOTEL	417 12th St., Sacramento	6.00- 7.00	8.00-10.00	10.00-12.00
* TINY'S MOTEL	400 Capitol Ave., Broderick	5.00- 6.00	8.00-12.00	7.00-10.00
* TOWER MOTEL	1432 W. Capitol Ave., W. Sacramento	5.50- 8.00	7.00-12.00	9.00-15.00
* TOWN HOUSE MOTEL	940 W. Capitol Ave., W. Sacramento	6.00- 8.00	8.00-10.00	9.00-12.00
TRAVELERS HOTEL	5th & J Streets, Sacramento	5.00	6.00	7.00
WAGON WHEEL LODGE	1261 W. Capitol Ave., W. Sacramento	5.50- 6.00	7.00	8.00-10.00
** WHITNEY ARMS	3525 Whitney Ave., Sacramento	10.00	12.00	15.00

This list is compiled and furnished for your convenience by the Sacramento Convention Bureau

* Suites available --- rates upon request

** Hotel - Apartments

Nonprofit Org.
U. S. POSTAGE
P A I D
Chico, Calif.
Permit No. 217

Ms. C. B. Stanley
Univ. of California
405 Helgard Avenue
Los Angeles 24, Calif.