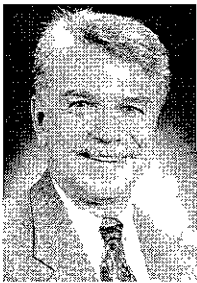


SPRING/  
SUMMER 1997

# PACRAONews

Pacific Association of Collegiate Registrars and Admissions Officers

## *President's Message*



As this newsletter arrives on your campus, many will be in the midst of the flurry of convocation ceremonies and all the attendant pageantry that accompanies this celebration of success. At the same time, the circle begins again as the next crop of frosh receives offers of admission and scholarships. And for those of us in the profession, it is time once again to examine and critically evaluate how things get done in our offices and to consider fresh alternatives. It is an opportune time to remember that you are part of a progressive association comprising professionals who share your responsibilities, your problems, your solutions.

Part of our challenge is to use our skills, our compassion and our patience to assist our students in focusing on paths that may lead to their goals - and in some cases to assist in identifying what those goals may be. We should also concern ourselves with creating a campus community that thrives in a climate of compassion and hospitality and where administrators, faculty and staff clearly welcome challenges presented from the first day by students. If we are able to do so, we will be able to celebrate within our hearts for the students and their families who gather at convocation, often fully realizing that they never dreamed this day would come!

One way to keep in touch is to subscribe to the PACRAO Listserve. You see issues and discussions that are 'hot topics' across the states and provinces represented by our Association. It is also one of the most useful - and fastest - ways to get feedback from your colleagues on how things are done on their campuses with respect to specific issues. To subscribe, send an email message to [LISTSERV@ASUVM.INRE.ASU.EDU](mailto:LISTSERV@ASUVM.INRE.ASU.EDU) with the following command in the body of the note: `Sub PACRAO-L yourfirstname yourlastname` (do not enter any other message). You will receive an acknowledgment that outlines how you can use the listserv.

I should also remind you about the change in the fee structure that was approved at the annual meeting in Sacramento last November. The institutional fee was changed to \$75 per year and this entitles you to four individual memberships. If the institution wishes to designate additional members, this can be done through an additional fee of \$15 per designated additional member. For instance, if Example University becomes a member and designates its four individual members but also wishes to designate an additional three members, the total institutional fee would be \$120 per year (\$75 plus 3 times \$15). Each institutional member, including the additional members, will be listed in the PACRAO Directory and will be on the regular mailing list to receive the PACRAO Directory, the PACRAO regular newsletters and other Association mailings. Note that in order to attend the annual conference, you need not be one of the designated individual members - the conference is open to anyone at a PACRAO member institution.

I hope in the midst of all the preparations for the fall term, you are all able to find some time to relax and enjoy some renewal and vacation time over the summer months. And now is the time to start planning to attend the next PACRAO conference which will be held in Vancouver, British Columbia from November 2 to 5, 1997. Experience for yourself why many consider Vancouver to be among the world's most beautiful cities!

Ron Heath, *President*

## **Picking PACRAO Conference Sites**

How far in advance is the PACRAO meeting location selected? Who decides? What gets considered in selecting a site? Some of the answers might be obvious, others might surprise you.

Under current PACRAO By-laws, the President Elect undertakes the task to consider various conference sites for each meeting. After much work and evaluation and negotiation with the prospective hotels and with Conferon, a professional conference planning service, the President Elect makes recommendations to the PACRAO Executive Board who makes the decision.

Current evaluations and negotiations are underway for the year 2002. Why so far in advance? Because our PACRAO conference attracts anywhere from 500 to 800 participants, facilities have to be carefully selected to handle the size, multiple meeting rooms, vendor displays, and ballrooms for general sessions. Facilities that can handle this size of conference are often booked years in advance, so that forces us to do the same.

What criteria do we use in considering a location? Certainly airfare and room costs, because these factors influence your decisions to attend. Because PACRAO's budget is limited, overall conference costs are also reviewed --- food costs for conference meals, catering for breaks, charges for vendor booths, charges for AV equipment and setup, whether complimentary hotel rooms will be available for our outside speakers, etc. On our behalf, Conferon carries on lengthy negotiations with each hotel in order to arrive at the best possible price. Hotels can win or lose the contract depending on their willingness to negotiate costs.

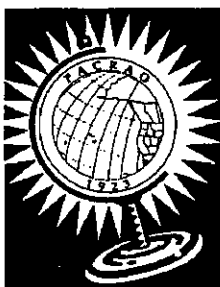
Additionally, we try to move our conference sites to differing areas of our PACRAO region, so our members get a



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**Look us up on the World Wide Web!**

<http://www.reg.uci.edu/PACRAO/>

## Membership Drive in Full Swing

Now that you have received your renewal application, please return your complete application as soon as possible. As we head into summer, the new directory will start to take shape and we would like to make every effort to include the most accurate directory possible for our membership. As you know, we are moving more into cyberspace.

Your WEB address will enhance your institutions access in the region. Therefore, we have included in your new application your website address. This new element will provide you and your colleagues the ability to quickly collect and disseminate information about you and your institution to thousands of professionals throughout the Pacific region. So don't forget to include your website address in your renewal application.

Bill Ponder  
*Vice President for  
Two-Year Institutions.*

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