



PACIFIC ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

PACRAO News

So....do you have the summer off?

How many times have you heard that question, often before grades are mailed and the incoming class is determined? When I look surprised and say, "why, no," often the next question is "well, what do you *do* over the summer?" This question comes from faculty, students and friends alike. I am embarrassed to say that I do not have that quick, comprehensive answer practiced and at the ready. After so many years, I should have a pithy response. Perhaps this should be the subject of a PACRAO poll.

Summer has arrived on most of our campuses, and in my experience, that usually means a long list of projects, research, processes of transition from one year to the next, and the dozens of things that were delayed "until things calm down over the summer." Faculty come by the office just to chat, alums show up after years away and want to hear what's new and as soon as you think one project is nearing completion, a key person is on vacation. There is much to be done, but without some of the external pressures of hordes of students and faculty, maintaining energy and focus can be challenging.

So from PACRAO we bring you news to help you plan your fall (including a trip to PACRAO in La Jolla, California), to inform you of opportunities over the summer for professional growth and to ask your opinions and assistance as we move forward on a number of changes and improvements.

We have signed a contract with the Westin La Paloma Resort in Tucson Arizona for PACRAO's annual meeting in 2004. La Paloma guaranteed a competitive rate for 2004 and waived their resort facility fee, while most properties with whom we negotiated wanted to build a 3-5% per year room rate increase over the intervening years. It is a spectacular property, with ample room for work, recreation and social events. As they say on their web site, "North of Tucson



in the lush high Sonora Desert, nestled in the foothills of the Santa Catalina Mountains, The Westin La Paloma offers luxurious guest rooms, myriad recreational activities and the superb service expected at a AAA Four Diamond Award-winning resort. Golf enthusiasts can test their skills on the 27-hole Jack Nicklaus Signature Course. Enjoy tennis or volleyball, hike the foothills, then cool off at the swim-up bar or on Arizona's longest resort water slide." I have assured them that we will spend most of our time in sessions, but folks may want to come early or stay late to enjoy the wonderful opportunities Tucson has to offer.

The board will meet later this month to finalize the new board position descriptions, to review the progress of the planning for the La Jolla conference, to hear updates from the very active diversity development committee and to chart the redesign of the PACRAO web site. The regular business of the board continues apace: budget oversight, professional development opportunities or the membership, planning for a smooth board transition in November and review of our

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President's Message

President's Message Continued

membership status to date. The board will meet at the site of the PACRAO 2003 meeting, the Couer d'Alene Resort in Couer d'Alene Idaho.

We received our first round of ideas from our logo designer, and the board is clearer about what we're looking for in an image that says PACRAO. We hope to present to the membership a new logo design for their approval at our annual meeting.

We are still looking for volunteers for PACRAO committees (see the article later in the newsletter). I remind you that we are considering changing the content of the conference proceedings and refer you to the spring newsletter for details. We welcome

feedback from the membership on our initiatives, and encourage you to provide us with suggestions, offer your ideas and volunteer your time to make PACRAO an even stronger association.

I wish you an energized summer—one in which you accomplish all those tasks on your list and still find some time to rest and adventure with family and friends.

Nora McLaughlin
President

PACRAO Diversity Development Committee announces Essay Contest

The PACRAO Diversity Development Committee announces its first ever essay contest! The purpose of the contest is to promote diversity awareness both from an individual standpoint and in the larger context of our Association. Essays will be judged on the basis of content, clarity, and the quality of expression and personal meaning.

Prizes will be awarded to the top three essays, all of which will be presented during the Diversity Development Breakfast at PACRAO 2000. Winners will be notified by e-mail and encouraged to attend the conference in order to present their winning essays.

Entries should be typed, doubled-spaced, and limited to 500 words, focusing on one or more of the following topics.

- To what degree is diversity expressed in PACRAO?
- What does diversity mean to you as a PACRAO professional?
- How does your work place diversity affect your department and/or institution at large?
- How do you recognize diversity effectively expressed in your community?
- What is the role of diversity for an education professional?
- In what creative ways do you promote diversity in your workplace and community?

To be eligible, contestants should submit the following information at the top of their essay:

Name
Title/Position
Institutional Address & Phone Number
E-mail address

Essays should be submitted to one of the following addresses **no later than September 15.**

E-mail Address:

aschnirch@msmc.al.edu

Mailing Address:

Mount St. Mary's College
Office of the Registrar
ATTN: Anne Delfin-Schnirch
10 Chester Place
Los Angeles, CA 90007



Success Seminars

Was there a really great session that you attended at PACRAO in Portland or AACRAO in New Orleans that would benefit your staff? The Success Seminar offers you a very unique way to bring that information to your front line staff. If you are interested in bringing a Success Seminar to your area that would enrich not only your staff, but also other student affairs professionals from nearby institutions in your area, consider this option. There are limited funds provided for

Submit your proposal and budget in writing or by email to:

Past President Sandra Springfield
Assistant Director of Admissions & Outreach
University of California, San Diego
9500 Gilman Drive, Dept 0021
La Jolla, CA 92093-0021
(858) 534-3945

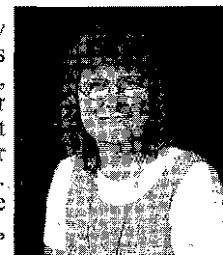
2000-2001 PACRAO Executive Board Nominees

The Nominations and Elections Committee, chaired by Jim Moore, is pleased to offer the following nominees for the 2001 Executive Board. Elections will occur at PACRAO's Fall 2000 meeting in La Jolla, California.

Nominee For President-Elect

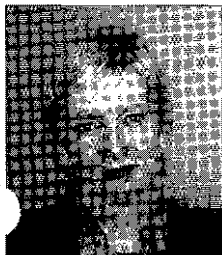
Dr. Sara L. "Sunny" Burns, Vice President for Learning and Student Success, Pierce College, Lakewood, Washington

Sunny Burns has been a part of the community college system on Washington State since 1976, serving students a variety of ways. She has taught courses in Developmental Education, Recreation, and Guidance and developed basic skills learning labs, preparatory programs, and written grants. Her administrative experience includes leadership as Registrar, Assistant Dean of Continued-Enrollment Services, Associate Dean for Student Services interim Vice President for Learning and Student Success at Pierce College, Washington. Sunny has four active children: two sons who are current community college students living in Spokane, and two daughters, age 13 and 15, living at home with she and her husband George Neal, Network Engineering instructor at South Puget Sound Community College, Olympia WA. PACRAO has been a part of her life since 1989 as a first-time attendee and has served as a Recorder, Presenter, and Vice President for Two-Year Colleges. She has been involved on the By-Laws Revision Committee, Evaluation Committee, and is a strong supporter of the vital professional organization.



Nominee For Vice President for Professional Development

Gaylea Wong, Associate Registrar, University of British Columbia



Gaylea is currently Associate Registrar for Records and Registration at The University of British Columbia. She is very much involved in facilitating organizational change within Student Services at UBC. Other current special projects include: project management for a new Information and Advising Centre; project coordination for a business process redesign on all communications in the enrolment services division; and Student Services professional development program chair. Gaylea has a Bachelor of Arts degree from the University of Winnipeg followed by further studies in English literature, organizational behavior and development, education and interior design. Her professional history includes public relations work at the University of Manitoba, admissions and recruitment at Simon Fraser University and admissions as well as records at UBC. Her professional association background includes the WARUCC executive for western Canada, PACRAO's Nominating and Elections committee, the program committee for the 1996 PACRAO conference in Sacramento and program co-chair for the 1997 Vancouver conference. She has presented at conferences and formed part of the team that recently reviewed PACRAO's constitution and by-laws.

Nominee For Vice President For Publication

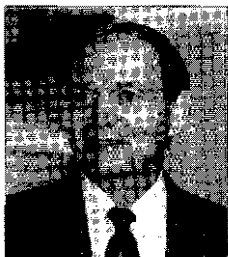
Robert Morley, Associate Registrar, University of Southern California

Robert Morley has served as Associate Registrar at the University of Southern California for the past nineteen years. In 1992 he earned a Master of Public Administration degree from USC. He is a former member and chair of the AACRAO committee on electronic data exchange (SPEEDE) as well as the former chair of the AACRAO Task Force on Technology. He has served on PACRAO L.A.C Long Beach (1988) and Newport Beach (1995) as well as AACRAO L.A.C Reno (1996) and PACRAO Program Committee (Vancouver, 1997). He also was a member of the CAUSE Task Force that published the white paper "Privacy and the Handling of Student Information in the Electronic Networked Environments of Colleges and Universities." He has made numerous presentations at AACRAO, PACRAO and other higher education meetings and workshops on such topics as EDI, FERPA, Privacy and technology design and implementation. He currently serves on the AACRAO Nominations and Elections Committee.



Nominee For Vice President For Membership

Chris W. Butzen, Law School Registrar, Loyola Marymont Law School, Los Angeles, California

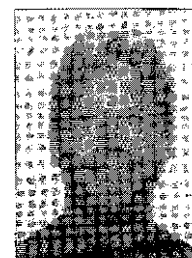


Chris has been a member of PACRAO since 1978 and has dedicated his career to providing quality admissions and records services. He has served as a committee chair on three Local Arrangements Committees. At AACRAO, he served on the Professional Development and Professional Schools Committees. He also served on the Board of Directors for the National Network of Law School Officers. He is currently the registrar at Loyola Law School in Los Angeles, Ca. His previous positions included serving as Registrar and Director of Admissions and Records at three community colleges in Alaska and at California State University, Stanislaus. He also served as Director of Support Services at a community college in Alaska. He taught classes in Political Science and Computer Applications at the community college level. Chris is a frequent presenter at PACRAO and AACRAO conferences. His presentations range from office management and automation, ADA issues, registration and records policies, and the implementation of administrative

Nominee For Secretary

Bob Jansson, Assistant Registrar, University of Washington, Washington

Bob started his career in higher education in 1975 as a student employee in the Office Undergraduate Admissions at the University of Washington. Having held numerous positions he moved to the Office of the Registrar in 1980. Bob's first involvement in PACRAO goes back to 1987 when PACRAO was hosted in Seattle. Having felt the call to be more actively involved in the association, he served as a presenter for the 1999 PACRAO in Portland. On the national level, Bob serves on the Technology Center Committee for the AACRAO 2001 Local Arrangements Committee (LAC). PACRAO has contributed greatly to my professional development and provided to opportunity to learn from others. It is my desire to give back the association by serving in this capacity.



PACRAO is looking for you!

You will notice that the board nominees in this issue of the newsletter look a little different from last year. Not only are there new faces, but there are new titles for the vice presidents and new terms of office. For those of you who missed last year's business meeting, the board will include three vice presidents rather than two, beginning in November 2000. Instead of aligning vice presidents by institution type, they are aligned by area of responsibility in the new configuration.

This is where volunteers come in. Each vice president will convene a committee to assist with their work with the membership. The constitutional duties for the three vice presidents are outlined below. The committee work supports the duties of the vice presidents.

Vice President for Professional Development

The Vice President for Professional Development shall be responsible for developing and promoting professional development opportunities across the region outside of the annual conference; includes developing partnerships with state and provincial leadership to bring Association sponsored workshops to members unable to attend the annual conference; as appropriate, work with the annual conference Program Committee Chair to suggest potential speakers and session presenters; be responsible for new member orientation session at the annual conference. Chairs the Professional Development Committee.

Vice President for Membership

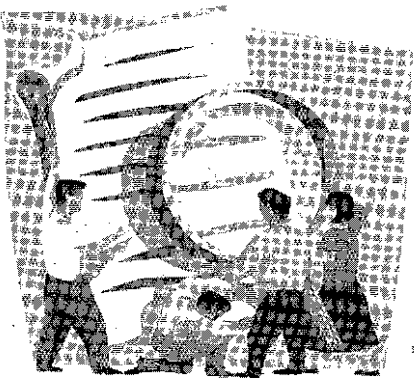
The Vice President for Membership, with the assistance of the President-Elect and Treasurer, shall be responsible for developing and implementing plans for building Association membership, collect annual dues and baseline data used to create the Association's Directory; work with the data-base coordinator, in accordance with the provisions of Article III of the Constitution, to maintain an active list of all members of the Association with their mailing addresses; and providing the Vice President for Publications and Information Technology and Secretary with an annual membership listing for distribution and for the Association's records. Chairs the Membership Development Committee.

Vice President for Publications and Information

Technology

The Vice President for Publications and Information Technology shall be responsible for disseminating information to members of the Association, via print and electronic communication, which includes the Association's newsletter, directory (with support from the Vice President of Membership), and web site; provides leadership to the development and maintenance of the Association's web page. Chairs the Publication and Information Technology Committee.

As it states in the constitution, each "committee meets during the annual conference and is open to any interested member of the Association willing to commit their time and energy to achieving committee goals during the year." So we're looking for members of PACRAO with a little bit of time and lots of creative energy.



I remind you that these three committees are in addition to three standing committees of the association: the conference local arrangements committee, the conference program committee and the diversity development committee. To volunteer for any of the PACRAO committees, please email me at nora.mclaughlin@reed.edu. I will forward the names on to the appropriate contact. I am pleased to report that we already have volunteers for these committees, but we can use some more. We anticipate that the new committees will convene for the first time in La Jolla in November, during the annual conference. We appreciate your participation. You'll be glad you did.

Nora McLaughlin
President

Future Conference Dates and Locations

Future PACRAO Annual Meetings

- 2000 — La Jolla, CA, November 5-8
- 2001 — Burlingame, CA, November 4-7
- 2002 — Victoria, BC, November 3-6
- 2003 — Couer D'Alene, ID, November 2-5

Future AACRAO Annual Meetings

- 2000 — New Orleans, LA, April 9-12
- 2001 — Seattle, WA, April 21-25
- 2002 — Minneapolis, MN, April 13-18
- 2003 — Washington, DC, April 6-10

DIVERSITY DEVELOPMENT COMMITTEE

Success Seminar

The Diversity Development Committee (DDC) of PACRAO has been busy focusing on its role at the La Jolla conference in November and its sponsorship of a Success Seminar in July. DCC members are planning the committee sponsorship of Diversity Connection I and II and the diversity breakfast at the La Jolla conference. **The DCC will be presenting a summer success seminar at Mount Saint Mary's College on Friday, July 21, 2000.** The seminar, geared towards front-line employees of post-secondary institutions, will focus on three main themes. The first will be a seminar reviewing the Federal Education Rights and Privacy Act (FERPA), the second on developing and maximizing customer service skills, and finally an open forum on diversity and inclusiveness. The cost is \$25.00 (on or before July 6th) and \$35.00 (on or after July 7th). Lunch and parking is included in the fee. If you wish to registrar for these seminars, please clip and complete the form below:

The DCC remains committed to fostering an atmosphere of diversity and inclusiveness among the PACRAO membership. The goal of the DCC in the coming year is to broaden its membership and explore new avenues of connecting all PACRAO members.

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Make Check Payable to PACRAO

First Name

Last Name

Institution

Telephone Number

Department

E-Mail Address

Mail to:

Christopher Brown
Art Institute of Southern California
222 Laguna Canyon Road
Laguna Beach, CA 92651

PACRAO La Jolla 2000 - Surf's Up!

The PACRAO 2000 Program Committee, under the "righteous" direction of Saskia Knight, is in the process of putting the final touches on the program for our annual conference this November in sunny La Jolla, California. We are hoping to mail the program booklets by August 1, but you can surf our website prior to that at:

[Http://www.reg.uci.edu/PACRAO/CONFERENCE/2000](http://www.reg.uci.edu/PACRAO/CONFERENCE/2000)

The Local Arrangements Committee met in June at the campus of our fearless leader, Richard Riehl (aka Rogaine Man). Planning is progressing very smoothly. Fred Dear is optimistic that we will fill our 30-booth exhibit area at the Hyatt Regency La Jolla at Aventine. Tina Tomas already has the conference website up with a listing of the committees for this year and some information about the hotel, with links at La Jolla weather data and San Diego Airport details. Be sure to surf the website throughout the summer, as new information will be added on a regular basis.

It was decided that we would not select a designated airline or car rental company, since it is fairly easy to obtain reasonable rates and airfares through a variety of sources these days. So, make your plans to attend and book your flights early to get the lowest possible fares.

Credentials LLC once again will sponsor the Second



(Almost) PACRAO Golf Tournament at Torrey Pines Golf Course on Sunday morning, November 5. Since there won't be any workshops on Sunday this year, you won't have to feel guilty about playing golf that day, so plan on participating in this fun event. Those of you who played in Palm Springs two years ago will remember what a great time you had, so talk it up among your colleagues and let's have a good turnout. We had to guarantee a minimum of 32 players, so let our Hospitality Chair, Rich Backer, know in advance if you are interested in playing. More details will follow later, but there will be prizes, freebie stuff and, hopefully, no injuries or accidents! Our thanks to Jack Weber and Tom McKechney from Credentials LLC for their willingness to sponsor this event again.

Finally, be sure to plan on attending our Beach Ball event on Monday evening (no, formal wear is *not* required), but it will be a sit-down plated dinner and there will be a dance floor and DJ for you all to get up and do "the surfer stomp" (for those of you who are old enough to remember that dance). So, bring your beachware or, better yet, buy one of our PACRAO 2000 t-shirts to wear to the event - we have plenty left over that we will be selling at the Hospitality Booth. Come enjoy PACRAO 2000, November 5-8, in beautiful La Jolla, California - the jewel of the Southern California coast!

Carole Jones
Publicity Chair/Treasurer
PACRAO 2000
University Registrar, Cal State Fullerton

AACRAO 2001 ~ Meet Me in Seattle April 22-25!

Have you been planning early and often to attend next year's AACRAO Conference in Seattle? It's not too late to get started. For the latest information on the conference that we PACRAOs will be hosting in Seattle, check the following page on the AACRAO web site: <http://www.aacrao.org/me-frame.html>. This site will also contain the latest information on the conference hotels: the Sheraton, the Hilton, and the Westin. These hotels are all close to the conference site in downtown Seattle's Washington Convention Center.

Because this is AACRAO's first annual conference in Seattle, and because we want to break AACRAO's all-time conference attendance record, the most important contribution all PACRAOs can make is to attend the conference. In addition, it's not too early to volunteer to help the Local Arrangements Committee with conference activities. If you would like to volunteer to help staff the hospitality booth and perform various little tasks for the Hospitality and Tours Committee, contact Mary Morgan, Registrar at Seattle University Law School, at mamorgan@seattleu.edu. Mary needs at least 50 helpers. Or your talents may run more to stuffing registration packets. To volunteer for this or to work the registration booth, contact Registration Committee chair Jolanta Kozyra, University Registrar at Gonzaga University, at kozyna@gu.gonzaga.edu. Jolanta needs about 35 stuffers and 12 booth specialists.

If you hanker for action a little sooner than April 2001 Julia Pomeranik, Registrar at Pacific Lutheran University, needs about 30 volunteers for the Seattle AACRAO publicity booth at the La Jolla, California PACRAO conference.

This is the same booth the committee hauled to New Orleans for last April's AACRAO conference. To become a part of the growing Seattle publicity booth legend, volunteer for La Jolla by contacting Julia at pomereja@plu.edu.

You'll want to be in Seattle, a bustling place. Attractions include the Space Needle, the Science Center, Pike Place Market, Pioneer Square, brand new Safeco Field (home of the Seattle Mariners), museums and shopping galore, and many more, too numerous to mention. Add vacation days onto either end of the conference and spend time in the beautiful Pacific Northwest. Close by are the Olympic and Cascade mountains, the Pacific Ocean, and the islands of Puget Sound. Only three hours away are Portland to the south and Victoria and Vancouver, British Columbia to the north.

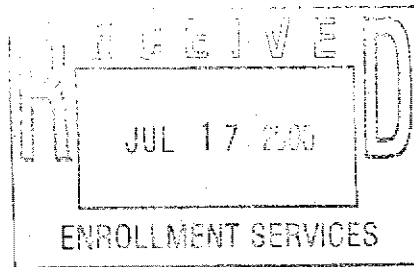
Meet me in Seattle!

John M. Finney
President-Elect



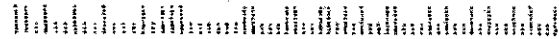
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