



## PACRAO NEWSLETTER **SUMMER 2009**

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### GREETINGS!

Greetings from your PACRAO Board! The Board just concluded their summer meeting in Seattle and wanted to share some information with the membership. Please see the articles below regarding the 2009 conference in Newport Beach and travel grants; a change in the PACRAO membership year; a new award; and enhancements to the Nominations and Elections process.

### **2009 PACRAO Conference Registration is Open!**

Welcome Aboard and set your sail towards Newport Beach, California for the 83<sup>rd</sup> annual PACRAO conference at the Newport Beach Marriott and Spa from November 1-4, 2009. The Program Committee will have you "Sailing Toward Success" with an excellent schedule of member and vendor sessions. We have been able to include Barmak Nassirian from AACRAO to address Washington updates and LeRoy Rooker to provide FERPA training.

Three pre-conference workshops are offered on Sunday, November 1, 2009: Mini-SEM, Navigating HR issues, and AACRAO's Registrar 101. In addition, extended sessions will be offered on Tuesday afternoon: Electronic Transcripts, VA Benefits/Chapter 33, and FERPA Updates by LeRoy Rooker. We have planned an array of roundtable sessions so you will be able to network and exchange ideas with other colleagues.

We realize that travel is very restricted for most institutions. We have worked diligently to provide you with quality sessions and we believe it will be a memorable conference! Visit the [PACRAO](#) conference link for a complete listing of sessions, plenary speakers, and activities.

**Travel Grants:** Travel Grants are awarded to assist active members who attend the PACRAO annual conference. Special consideration is given to applicants who are first-time attendees, persons from under-represented groups or institution types, and members of institutions whose funds are especially limited. Grant funds are issued at the completion of travel with appropriate documentation of expenses. **The deadline for Travel Grant applications is September 1, 2009 for travel to the 2009 PACRAO Annual Meeting in Newport Beach California (November 1-4, 2009).** Further information can be found on the [PACRAO website](#).

**Sailing Toward Success  
Welcome Aboard!**



**PACRAO 2009  
Newport Beach, California  
November 1-4, 2009**

**Conference Rate:** Full conference registration is \$295.00 and the registration rate for a single day is \$125.00 per day for Monday, Tuesday or Wednesday. Workshop fees will vary, please check the registration page online. The PACRAO Local Arrangements Committee will be drawing for two free 2009 conference registrations. To be eligible for the drawing, PACRAO members must register by **October 9, 2009** for the conference. Winners will be notified by email.

**Hotel:** Hotel registration for the [Newport Beach Marriott and Spa](#) is also open. The hotel rate is \$179.00 per night. You can make your hotel reservations online (Group code is: **pacpaca**). Hotel reservations can also be made by calling the Newport Beach Marriott Hotel and Spa directly at 1-949-640-4000 or by calling the toll free number: 1-866-440-3375. Mention "PACRAO" when you make your reservations. The last day to make a reservation at the special reduced conference rate is October 9, 2009. By staying at the Newport Beach Marriott you'll help PACRAO meet our required room block for the conference.

## Bring your family to Newport Beach

We encourage you to bring your family to Newport Beach. Plan on arriving early or stay a few days



longer to enjoy the various activities available to you – learn how to surf at one of the local beaches, have fun at an amusement park, view the Newport Coast from a sunset cruise or take a trip to Catalina Island! And best of all, Disneyland® has provided PACRAO members the opportunity to purchase discounted tickets online. The tickets are valid from Tuesday, October 27, 2009 to Monday, November 9, 2009.

Disneyland tickets must be purchased before the store closes at 9:00 pm PST on Monday, October 26, 2009. [For advance purchase of specially-priced Disneyland® Resort Park Hopper® Tickets, CLICK HERE.](#)

[Visitors Guide](#) webpage.

To help you plan your trip to Newport Beach, view the [2009 California](#)

## Nominations and Elections Voting is Taking Place

Voting for PACRAO's Nominations & Elections Committee is now underway. The Nomination & Elections Committee exists to 1) solicit nominations and develop a slate of nominees for the next year's Nominations & Elections Committee, and 2) develop slate of nominees to serve as officers for the PACRAO organization. More detailed information can be found at the [PACRAO Web site](#). The members of the committee are both nominated and elected by the membership at-large. Please take a few minutes to cast your vote before the deadline of August 24, 2009.

## Professional Development Events

On August 6th PACRAO sponsored a *free* Professional Development event in the Seattle area with two workshops:

*Let's Get Organized: Helping You Get a Grip on Chaos*  
Janet Ward, Seattle Pacific University

and

*Recognizing and Rewarding Staff in a Tough Economy*  
Joyce Allen, Seattle University and Kris Plaehn, Pacific Lutheran University

**Special thanks to our presenters and our host**, Becky Riverman at Renton Technical College. Both workshops generated great conversations and opportunities to learn together.

If you would like to host a Professional Development event on your campus, please contact Ruth Adams, VP Professional Development at [radams@spu.edu](mailto:radams@spu.edu). PACRAO is committed to bringing Professional Development events to our members and their institutions.

## Exemplary New Member Award

As we try to encourage more active membership in the association among our younger members, the Board suggested the creation of a new award which recognizes this potential leadership. The PACRAO Exemplary New Member Award recognizes a professional who has by their contribution to the organization, demonstrated promise as a future PACRAO contributor. Nominations for this award should be submitted in writing to the Past President by October 15, 2009.

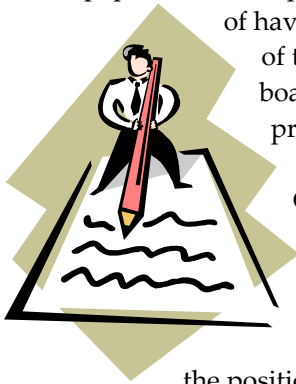


## Changes in the PACRAO Membership Year

You spoke and we heard you! Somehow the PACRAO membership year is out of sync with the by-laws and the Vice President of Membership proposed that the cycle is brought back in line with the by-laws, which parallels most schools' fiscal year. The board agreed that membership renewal payments will be due July 1, but that a grace period would be extended to July 31 so schools have more flexibility with making the payment vis-à-vis their institutional budget.

## Changes in the Nominations and Elections (N&E) Application Procedure

The board would like to automate the Nominations and Election process and make it less dependent on paper forms and physical attendance at the annual meeting. We would like to use the AACRAO model of having an on-line nomination form and advertise that nominations are open in advance of the conference. Members who are nominated for the N&E Committee or any of the board positions would be required to complete a nominee activity report listing their professional accomplishments. Instructions will accompany both forms stating any nominated, or self-nominated candidate, must complete the activity report. N&E Chair will monitor the nomination forms received and make sure all are accompanied by an activity report completed by the nominee. With the new process, the current N&E committee will have the information needed to make good nomination selections by knowing more about the qualifications of the candidates. Also, by the nominee completing the activity form, their acceptance and willingness to serve in the position will be already established and not require additional phone calls after the annual meeting and their selection by N&E.



Proposed Timeline:

- May 1<sup>st</sup>, send out e-notification to membership to nominate and instructions for completion of form and nominee completion of activity report.
- October 1<sup>st</sup>, N&E Chair ensures that all nominees have supplied his/her activity report
- October 15<sup>th</sup>, completion date and cut-off for nominations for next year. N&E Chair is responsible to provide all documents to N&E Committee during annual meeting for nominations selection.

- November Annual Meeting, N&E convenes at end of conference and decides on nominees for each position.
- Mid January meeting, N&E Chair presents to Board, slate of nominees for next year.
- End of January, N&E Chair contacts nominated officers for final agreement to serve and notifies the Board.
- May 1<sup>st</sup>, all nominees for N&E bios and pictures obtained, forwarded to VP for Technology for posting to website
- June, August, October; email reminders to membership to vote online.

If you have any feedback about this process please feel free to email the Past President or current President.

### Resources on the PACRAO Website

If you haven't visited the PACRAO website lately, please take a look around while you are registering for the Newport Beach conference. There are over 50 articles by your PACRAO Writers Team; a PACRAO membership directory; Constitution and Bylaws, as well as position descriptions for the board. The board is currently exploring a social networking option for the PACRAO website whereby we could hold discussions forums, real-time chats, blogs, a PACRAO Book Club, etc. Stayed tuned for more details after the November conference!



### UPCOMING EVENTS

- September 28, 2009 - AACRAO Webinar on NCAA Regulations and their Impact on Transfer Students
- October 8-9, 2009 – MACRAO (Montana ACRAO) at Montana State University-Bozeman
- November 8-11 - AACRAO Strategic Enrollment Management conference in Dallas
- April 21-24, 2010 - AACRAO's 96<sup>th</sup> Annual Meeting in New Orleans ([www.aacrao.org](http://www.aacrao.org))

### PACRAO BOARD MEMBERS

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