



PACRAO NEWS

Pacific Association of Collegiate Registrars and Admission Officers

Summer 2018

Summertime Happenings

I always get a kick out of the perception that we are all sitting around during the summer eating bonbons and relaxing. Well that is far from the truth isn't it? Our admissions team here at San Diego State University is gearing up for the 2019 application season while our New Student and Parent programs are hosting over a thousand visitors a day for new student orientation. There is also summer school and special summer programs going on as well as fall registration, all of which are supported by the office of the registrar. So summer time for me is a very busy season as I am sure it is for all of you whether you work in the registrars office or admissions.

Capitalizing our Potential is the theme for this years conference in Sacramento and registration is now open! Visit the mini conference website for all the details, <https://www.pacrao.org/docs/conferences/2018/index.html>

This edition of the PACRAO newsletter is full of “newsy” items and I hope you have the time to enjoy the read. As a shout out to my staff who support me in all my PACRAO duties, here is a photo of my team.



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Membership Renewal Time Michelle Dodge– VP Membership



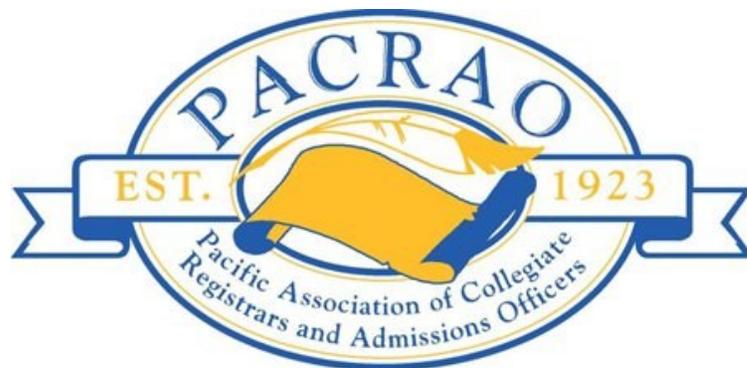
Summer has arrived and we are feeling the heat. Thank you to those who have already renewed their memberships. More are trickling in. We are excited for new members that have signed up and are looking forward to those continuing their membership.

Please welcome the following new member schools:

American College of Healthcare Sciences, Portland, OR
Antioch University Seattle, Seattle, WA
California State University East Bay, Hayward, CA
La Sierra University, Riverside, CA
Saskatchewan Polytechnic, Saskatoon, Canada
Seattle University, Seattle, WA
Touro University Nevada, Henderson, NV
University of California Merced, Merced, CA
University of Hawaii at Manoa, Honolulu, HI
Washington Technology University, Bellevue, WA
Utah State University

We hope to meet the continuing and new members at the Annual Conference in Sacramento. Remember if you are the primary contact, we have a cool patch for you if you have not received one yet!!

We look forward to seeing and hearing from you this year!! Feel free to contact me about any membership questions you may have: mdodge@uws.edu



Capitalizing our Potential Sacramento 2018 Clint Rebik—Program Chair



Greetings, PACRAO members!

The Program Committee for the 2018 annual conference in Sacramento is pleased to spread the word that registration of the 2018 conference is now OPEN! Check out the conference mini site for all the information about the conference from registration, things to do and hotel information and registration.

<https://www.pacrao.org/docs/conferences/2018/index.html>



The banner features a dark blue background. On the left, there is a white silhouette of the California State Capitol building, with a semi-circle of various international flags arching over it. Below this graphic, the text "PACRAO 2018" is written in a bold, light blue font. To the right of the graphic, the title "Capitalizing Our Potential" is written in a yellow, italicized font, followed by "OCTOBER 28-31 • SACRAMENTO, CA" in a light blue, sans-serif font. Below the title, there is a white horizontal line. At the bottom of the banner, the text "Welcome to the 2018 PACRAO Conference Site!" is written in white, followed by "Sacramento, CA at the Hyatt Regency" and "October 28-31, 2018" in a smaller white font. At the very bottom, a row of navigation links is displayed in a yellow font: "Conference Home", "Registration", "Meeting at a Glance", "Hotel", "Speakers", "2018 Book Club", "PACRAO Gives Back", "Travel Information", "Things to Do", "Gala", "Workshops", "Presentations", and "Attendee Experience".

Capitalizing Our Potential
OCTOBER 28-31 • SACRAMENTO, CA

Welcome to the 2018 PACRAO Conference Site!
Sacramento, CA at the Hyatt Regency
October 28-31, 2018

[Conference Home](#) [Registration](#) [Meeting at a Glance](#) [Hotel](#) [Speakers](#) [2018 Book Club](#) [PACRAO Gives Back](#)
[Travel Information](#) [Things to Do](#) [Gala](#) [Workshops](#) [Presentations](#) [Attendee Experience](#)

Cordially,

Clint Rebik, Program Committee Chair

Program Committee: Melissa Frey, Anne Herman, Andrea Martin, Todd Wolfe

Krista Lough

Treasurer



Alone on an Island: Why Continuing Education Registrars should join PACRAO

Being a Continuing Education and Extended Studies Registrar can often feel like being alone on an island. This niche group has long lived in isolation, in an environment where our colleagues struggle to understand our role and there is no dedicated professional support system for our unique set of interests and issues. So, how can we stay up-to-date with current trends and regulations, get the support we need to feel confident in our decisions, and strengthen our ties to the institutions in our region? Joining PACRAO is a great way to achieve just that.

Some of the benefits to joining PACRAO include:

Networking Opportunities:

Networking means much more than simply meeting peers and making friends (although that is a perk); it means building alliances, collaborating with peers in similar institutions and with similar interests, and developing a support system to help navigate through common issues. The PACRAO annual conference is the perfect environment to share your ideas, learn what others in your field are doing, and get motivated to take on new projects in your department.

Professional Development:

The PACRAO annual conference, webinars, and PACRAO Review publications offer professionals in the region the opportunity to learn about current trends in higher education, new technology, industry best practices, and changing legislation. Additionally, most of the conference sessions focus on broad topics, such as leadership and business processes, that apply to all types of institutions. [Click here](#) to see last year's sessions.

Opportunities to give back:

Through committee involvement, presenting at conferences, or contributing to the PACRAO Review, a continuing education registrar can provide a valuable contribution toward helping others understand our role in higher education and building upon the strengths and resources the association has to offer.

Our issues and objectives may be different, but we all face similar challenges and we all need camaraderie, counsel, and support. So get off your island, continuing education registrars. Join PACRAO, get to know your fellow registrars (inside and outside of continuing education), and take advantage of the benefits offered by this amazing association.

Join us at the annual conference in Sacramento for a round table discussion about current issues in Continuing Education and Extended Studies intended to generate professional development and collaborative opportunities.



Colm Joyce VP For Professional Development



Hello PACRAO colleagues from PACRAO'S VP for Professional Development!

I just wanted to give you a couple of updates. First off, we just published the PACRAO Review's latest edition for July of 2018! Thank you to Marc Booker, Tom Watts, and Stephen Arod Shirreffs for submitting their articles to this peer reviewed journal. If any of our PACRAO members wish to submit an article on anything related to our profession, then please let me know. Past articles have focused on topics such as learning the role of registrar, effective leadership, admissions and diversity in the workplace. We are open to ideas and would welcome your submissions.

PACRAO's most recent webinar "Texting for Colleges: Getting Started and Being Successful" was presented by Jens Larson and Isaias Nunez from Eastern Washington University. The webinar was exceedingly well attended and we hope to put on another webinar in August and September for our membership.

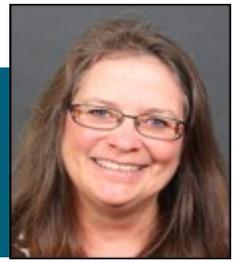
PACRAO Pals

One of the many opportunities to serve in our higher education community is the PACRAO Pals Program (PPP). PACRAO Pals is designed to introduce first-time conference attendees to the PACRAO family and to establish a direct link with PACRAO. The PACRAO Pal Program provides a mentor to our first-time attendees, and that mentor helps the first-time attendee navigate our extensive resources in order to maximize their first experience at our conference.

You can select the option of being a mentor or mentee in the conference registration process. The initial mentorship commitment is for the length of the conference, though the connections between many PACRAO Pals extend past the conference into ongoing, supportive professional relationships.

If you have any questions about the opportunities listed above, please contact Colm Joyce at cjoyce@uws.edu

From The Archives Sue Eveland—Archives



PACRAO Code of Ethics

Way last century, prior to the 1950 PCACR convention, association members were asked to submit “problems concerning ethics.” A total of 61 submissions were anonymized and then organized into the categories of Admissions, Student Records, Issuing Transcripts, and Miscellaneous. The list was then typed and mimeographed (yes, mimeographed) for distribution at the convention. Many of the problems on the list have since become governed by laws such as FERPA (1974) and Affirmative Action (1961); others have fallen under the intensifying control of governing bodies such as NCAA. Some of the problems on the list seem to still be occurring today – for example, incomplete disclosure of former institutions attended, airbrushing records from a transferring institution so as to permit admission or transfer work to count, the problem of international students with single official copies of records, the ethics of grade changes, and more.

At the Portland Annual Convention in 1950, a “Session on Ethics” was held on November 6th from 1:30-5 p.m. Mary Jane Leonard, City College of San Francisco presided; the first topic was a “General Session on Professional Ethics” led by Ethelyn Toner (photo), Registrar at the University of Washington. Her General Session was followed by a talk entitled “Professional Ethics” given by Orlando J. Hollis, Dean of Oregon Law School, University of Oregon.

During 1950-1951, the Pacific Coast Association of Collegiate Registrars’ Committee on a Code of Ethics for Admissions and Registrars was chaired by Ethelyn Toner. At the 1951 Convention in Santa Barbara, a second session on ethics was held on November 12 from 2:00-4:00 p.m. The session was led by Ellen Deering of the University of the Pacific, Ethelyn Toner (who served as First Vice President that year) and the “Committee.” While details are still missing, it is believed that Ms. Toner’s committee developed PCACR’s original Code of Ethics during that year and presented it during that session. Ultimately, the code was “brought to the Association and was quickly adopted,” according to an old PACRAO history written by Ellen Deering. The code was afterward adopted by AACRAO and appeared in the AACRAO Handbook.

Ms. Toner worked at the University of Washington beginning in 1928, serving as the University Registrar for her final 20 years until her retirement in 1963. She served as PCACR President in 1952, presiding over the conference in San Jose. She was a frequent presenter and participated in panels at several annual workshops entitled “Clinic for New Registrars and Admissions Officers” held for new members on the opening afternoon of the conferences. She was also a frequent contributor to the PCACR Newsletter and was named Honorary Member in 1963 upon her retirement.



From The Archives - Continued

While we have been unable (as yet) to locate a copy of the original version, the following is copy of the Code of Ethics approved as of November 10, 1971:

THE PACIFIC ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

CODE OF ETHICS

Members of the Pacific Association of Collegiate Registrars and Admissions Officers in keeping with the educational philosophy that the improvement of our society depends on the education of its citizens, do hereby delineate this Code of Ethics to further the goals, ideals, principles and regulations of the institution each member serves. In implementing this Code, members are encouraged to function professionally as action officers who seek to have salutary impact upon the destiny of their respective institutions. Thus, all P.A.C.R.A.O. members will strive to develop the following personal attributes:

A BELIEF AND COMMITMENT to the philosophy and goals of the college or university they serve.

AN APPRECIATION for the rights and responsibilities of others as well as for diversity and difficulty of the tasks others perform in their assistance to students.

A SYMPATHETIC UNDERSTANDING of the dynamics of personality when working with students, parents, faculty, administration, co-workers and the general public.

AN INQUISITIVE ATTITUDE which provides for continual study of the problems and responsibilities, so they may discuss and suggest with knowledge and conviction the challenges and uncertainties of new opportunities.

AN INVOLVEMENT in professional and educational organizations.

A DEVOTION to a lifelong program of study to acquire a better understanding of the social, cultural and educational problems of the past, present and future.

A CONCERN for an effective and efficient records management program which maintains institutional integrity and brings together in a meaningful way all of the data elements required for the best possible service to those concerned.

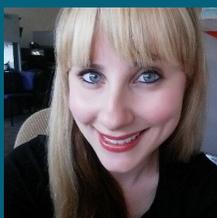
A DESIRE to improve the educational standards and evaluative methods which are meaningful in reflecting the academic achievements of students.

A DEDICATION to the highest ideals which will serve to aid learners in the development of their talents and interest to the fullest, so that they may become viable contributors to the improvement of our free society.

Approved by the Membership of the Association at its Annual Meeting November 10, 1971.



2018-2019
Nominations and
Elections Committee



Nominations and Elections
James Miller - Past President



N&E Voting Results

In the Winter edition of the *PACRAO Newsletter*, you were introduced to the slate of nominees for the 2018 – 2019 Nominations and Elections committee. Voting on this slate of superb candidates opened in spring of 2018. After a month long voting period, you chose the following awesome members to represent you in selecting the next crop of PACRAO Leaders.

Danielle Ambrose, university registrar, California State University Sacramento
Michelle Comer, assistant registrar, University of California Merced
Mark Fonseca, FERPA analyst, University of California Irvine
Joy Kim, student services specialist, University of California Irvine
Holly McDonald, associate registrar, University of Alaska Fairbanks
Katrina Highland, associate registrar, Southern Oregon University

Congratulations to the selected nominees and thanks for your service.

Danielle Ambrose was the top vote getter amongst the nominees. As such, she will serve the Nominations & Elections Committee on a two year term as Vice-Chair Elect then Vice-Chair. Congratulations, Danielle!



Election Results

2017—2018
Executive Board
President

Rayanne Williams

Registrar

San Diego State University

Past President

James Miller

Director of Admissions

University of Washington, Bothell

President Elect

Chris Sweet

Registrar/Enrollment/Services
Manager, Clackamas Community
College

VP for Membership

Michelle Dodge

Registrar and Veteran Certifying
Specialist University of
Western States

VP for Professional

Development

Colman Joyce

Dean of Enrollment and Student
Services, University of
Western States

**VP for Publications &
Information Technology**

Steve Downing

Director of Enrollment Services &
Registrar Bellevue College

Secretary

Kristin R. Benson

Associate Registrar
Oregon State University

Treasurer

Krista Lough

Extension Registrar/Associate
Director Of Student Services
University of CA, SD

Diversity Development

Advocate

Arturo Torres

Assistant Registrar, University of
Nevada, Las Vegas

Business Partner

Liaison

Courtney Whetstine

Dir. of Admissions/Registrar
Central Oregon Community
College

Archives

Sue Eveland

Nominations and Elections: continued

PACRAO Wants You!

PACRAO Nominations and Elections Committee (N&E) is seeking anomalies to fill vital leadership positions within PACRAO. The N&E will be working to fill the following roles on the PACRAO Board:

President-Elect (three-year term)

Vice President for Publications and Information Technology (two-year term)

Treasurer (two-year term)

Audit Committee (two-year term)

Nominations and Elections Committee (six members will be selected)

If one of these roles is of interest to you and/or you think a colleague would be a great fit, please don't hesitate to submit a nomination form. The nomination form can be found ([link needed here](#)). Do not hesitate to contact N&E Chair and PACRAO Past President James Miller with any questions you may have about leadership opportunities with PACRAO.



Diversity Development Committee Updates

2018 Charity

Anthony Reyes



Giving a Hand to Hands4Hope

Friends,

For over six years now, PACRAO members have worked with local charities/non-profits at our annual conferences in a collective effort to do more good and support philanthropic missions and efforts. This tradition has become a part of who we are as an Association as we take pride in the work we do in our offices and our communities.

This year, the Diversity Development Committee was asked to help select the official PACRAO Charity for the 2018 Conference in Sacramento, CA. It is a pleasure to introduce **Hands4Hope**—a Northern California-based non-profit dedicated to inspiring and empowering youth in service and leadership! In Hands4Hope, young people are afforded a platform to make their voices heard on issues affecting their communities and they are provided an opportunity to take action in their own way.

Hands4Hope was founded in 2008 by Jennifer Bassett who wanted to teach her children lessons about service. “I truly want for them to grow up to be compassionate, responsible individuals, who look beyond themselves and aspire to make this a better world,” she writes. Today, 10 years after its founding, Hands4Hope boasts over 5,500 youth alumni and the organization is responsible for a total of 86,000 individuals who have been served by these young leaders. In their commitment to the community, the organization has raised and reinvested back into the Greater Sacramento area over \$2 million.

Please join us in giving a hand to Hands4Hope at this year’s PACRAO Conference!

Learn more about Hands4Hope here: www.hands4hopeyouth.org





Capitalizing Our Potential

OCTOBER 28–31 • SACRAMENTO, CA

The 2018 program and local arrangement committees are in full swing with preparation for the annual meeting. As mentioned earlier in this newsletter registration for the annual meeting is open. Be sure to make your travel plans and book your hotel. Check out the, Things to Do link for what Sacramento has to offer. Come early and stay late!

There are new links on our mini conference webpage such as, Attendee Reviews, 2018 Book Club and PACRAO Gives Back. So check out the site, register and be prepared to capitalize your potential in Sacramento!

2018 Local Arrangements Committee

Lisa Erck, Chair, University of the Pacific

Monterey Sims, Co-Chair, University of Phoenix

Heather Hall, San Francisco State University

Cheryl Gaughan, Point Loma Nazarene

Myrna May, Point Loma Nazarene

Dinorah Fleiciano, University of the Pacific

Tara Atkinso, University of the Pacific

Courtney Hennigan, University of Californian, Davis

Dede Sanchez, University of the Pacific

Michelle Faul, University of the Pacific

2018 Program Committee

Clint Rebik, Chair, Humboldt State University

Melissa Frey, Chemeketa Community College

Anne Herman, Registrar, Pacific University

Todd Wolfe, CSU Northridge

Andrea Martin, Nevada State College