

## Letter from the President

I would like to take this opportunity to encourage you to attend the upcoming Great Lakes 2004 Conference, which will move you to take "A Step in the Right Direction!" If you haven't registered yet, note that the dates are earlier: Wednesday, October 20 - Friday, October 22, 2004...so don't delay, register now! This conference offers expanded workshop and program offerings and an exciting evening at the NCAA Hall of Fame in downtown Indianapolis. The program committees, workshop presenters and LAC have been hard at work to make this the best conference ever! Don't miss out on this rare professional development opportunity -- to meet and learn from both your Ohio AND Indiana colleagues -- and to hear from AACRAO President, Tom Bilger, on what is happening at the national level.



I am also very pleased to announce that as of July 6, 2004, your association is now officially incorporated by the State of Ohio. This was a long-term project that has been supported by many individuals, so thanks go out to you all for your ongoing contributions. We are also well on our way towards obtaining federal tax-exempt status as a 501 (c) (3) organization (for those of you who study the tax code...). In addition, many committees have been meeting throughout the past months and their activities will be reported at our Business Meeting Luncheon on Thursday, October 21 at the Hilton Indianapolis. We are also particularly interested in welcoming our new members and first-time attendees to the annual conference. The Membership and Mentoring Committee has a special orientation planned for Wednesday afternoon, which you will wish to make sure you attend.

This year has flown by quickly and it seems impossible that only a few weeks remain before we gather again. I have enjoyed serving the association as your President and must share that over the past year I have been repeatedly reminded of the dedication of members and their willingness to share their expertise, talent and energy to support our OACRAO association. Many years ago, at the end of my first OACRAO conference, I followed the suggestion given at the closing session and turned in a committee volunteer form. Within a few weeks I was contacted to let me know that I had been chosen to be on the Admissions Committee. I didn't realize it at the time, but that was a turning point -- or perhaps a step in the right direction -- for me. It was a small commitment on my part, but it opened the door to my realization that this was truly a great association because of the people.

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I will close by encouraging you all to become involved in some way for the upcoming year. Think of this as an investment in your professional career. Take a chance and fill out the form and really see how great OACRAO is! Take that **Step in the Right Direction!**

I look forward to seeing you all in Indianapolis,  
Marian Hogue  
President

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**Great Lakes 2004**  
**in Indianapolis**  
**October 20-22, 2004**  
**Indianapolis Hilton**

**(Same Place - New Name)**

It seems that I can never be involved with an annual meeting that does not have some type of hotel change. But, this change has been a very positive one. The hotel changed from the Adam's Mark to a Hilton. We have been able to keep all of our same staff which has made the transition very smooth.

Several reminders as you get ready for the meeting.

Indiana is one hour behind us!

Bring comfortable clothes and walking shoes. We will walk to the Hall of Fame.

Remember there is a parking charge(\$9/day).

Check the website after October 1<sup>st</sup> and we should have the complete pocket program available.

This will be a great opportunity to make new friends in Indiana!

As some of you were aware the co-chairs for the LAC for this meeting were myself and Art Leak and Suzanne Bates. Unfortunately, Art has been called up for active duty so our thoughts and prayers go with him and to his family.

Register soon and reserve your hotel rooms. The deadline for room reservations has been extended but call soon. Indianapolis is a very active town. There are groups booked before and after our meeting!

**See you in Indy!!!!**

Lorinda Bishop  
Great Lakes 2004 LAC Co-chair

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# Fall Conference Workshops

**At the upcoming Great Lakes Conference, there are a number of pre-conference workshops that have been planned. Please sign up to attend one of these great presentations!**

## **1. Degree Mills & Fake College Degrees? Yesterday, Today and Tomorrow**

Exactly who is selling what today? How many kinds of fakes are there? Who is selling diplomas or transcripts from your college, or a college that looks like yours? Could your applicants, doctor or teachers be buying them? How are these “documents” produced and sold? What is a Degree Mill? What's happening today regarding Degree Mills especially with the CHEA, DOE, OPM, Congress and events around the country? What to look for and where to go for help.

*Presenter: Allen Ezell, FBI retired, Directed (1960-91) FBI investigation “DIPSCAM”, Co-author of a new book "Degree Mills" The billion-dollar industry that has sold over a million fake degrees” (due out in January 2005).*

## **2. Leading Change Through Emotional Awareness**

What will it take to facilitate effective change in a complex environment like a university? Experts suggest pressure to change will only increase over the next decade, yet the methods used to transform their organizations routinely fall short. Moving change forward using emotional intelligence provides a framework to recognize and understand emotions, and use that awareness to manage yourself and relationships with others during a change effort.

This workshop is designed to enlighten you about a change process that actually works, not only for your institution but for you as an individual as well. Combining this change model with an understanding of emotional intelligence will create a participative and experiential session that will increase your self-awareness, self-management, social awareness, and relationship management. The learning of John Kotter's *Leading Change* and Daniel Goleman's *Emotional Intelligence Models* will provide you with an understanding to develop your own change 'action plan' by the end of this workshop that will enable you to not only embrace change, but to lead it.

*Presenters: Joyce Steffan, The Ohio State University; Margaret Casarez, MOD (Master of Organization Development), Bowling Green State University; Bob Kubat, Miami University*

## **3. Wellness in the Workplace**

Your health and well-being plays a major role in your productivity at work, as well as your overall quality of life. This workshop will help you understand the various entities of wellness, identify individual areas for your own lifestyle improvement and develop a personal action plan to manage stress in your workplace. You will also understand the role of wellness in the workplace and the various components and special features of Cuyahoga Community College's nationally recognized wellness program so you can take specific strategies back to your own worksite

*Presenters: Debra Dailey, District Director, Health & Wellness, Cuyahoga Community College; Jodi Sivon, Wellness Manager, Metro Campus, Cuyahoga Community College*

Amy Adams, VP - Workshops

# Membership & Mentoring

The M&M Committee has been working to make the experience of our first time attendees a positive one at the OACRAO/IACRAO Great Lakes 2004 conference. We will begin by welcoming new members and first time attendees at the New Members table next to registration. Look for the great M&M cookies. Next, the M&M Committee members and other mentors will be welcoming new members and first time attendees at the New Members Orientation session on Wednesday October 20 at 4:30pm. The session will focus on sharing information about the conference, OACRAO, introduction of our Board of Directors, and AACRAO. The session will end with a game of bingo where each new member must match corresponding characteristics associated with a current member.

We will also be hosting a special meeting for the members from two year schools. We are asking the attendees to discuss how OACRAO can better help you and to provide a forum for two year schools to discuss issues currently affecting you and your institution. The session will take place Thursday afternoon at 4:00pm. As of this newsletter, we were not able to identify a room. Please look for flyers at the conference announcing the room.

The M&M Committee has also put together an updated New Member Handbook for 2004 – 2005. A copy will be send electronically to all new members and a limited number of copies will be available at the conference. Please make sure you look for this booklet containing great information on OACRAO and AACRAO.

If anyone has suggestion or ideas for the M&M Committee, please do not hesitate to forward them to me. I can be contacted at [kubatra@muohio.edu](mailto:kubatra@muohio.edu) or 513-529-8711. The members of the M&M committee are looking forward to a great conference.

Bob Kubat, VP - Membership and Mentoring

# Program Committee

A good way to get involved in OACRAO is to volunteer for one of the Program Planning Committees. These four committees are responsible for identifying session topics and session presenters for the annual fall conference. Being a member does not mean you're required to present.

Each committee tries to arrange sessions that fall under the general subject areas identified below:

- Admissions and International Education
- Data Management and Research
- Professional Development
- Records and Registration

You don't have to be an expert in the topic, just willing to attend one planning meeting in February and to help find presenters.

A committee volunteer form can be found on the OACRAO website. Printed copies will be available at the Great Lakes 2004 meeting in Indianapolis.

If you have additional questions concerning one of these committees, please contact me directly at [susan.schillings@tri-c.edu](mailto:susan.schillings@tri-c.edu).

**GET INVOLVED IN OACRAO**

Sue Schillings, VP for Programs



# Nominating Committee

The Nominating Committee is chaired by the immediate Past-President (Allen Cole, Xavier) and its members are selected by the association membership via a ballot vote at the annual conference. The current committee has Past-Presidents, Dave Sauter (Wright State) and Lorinda Bishop (Toledo) as well as members-at-large, Cindy Davis (Otterbein) and Mary Southards (Kent-Stark). The committee's charge is to prepare the slate of nominees for the officer positions that open each year on the OACRAO Board of Directors and to prepare a ballot for the members to select next year's nominating committee members.

Presented here are the background summaries of each officer nominee and the slate of candidates that will be placed on the ballot for next year's committee – whereby 2 of the 4 Past-Presidents are selected and 2 of the 4 members-at-large are selected by a vote of the members at the annual conference.

## **Nominees for 2004-2005 Officers**

**President-Elect: Don Foster** is in his thirteenth year as Registrar at Otterbein College. His previous collegiate experience includes five years as a financial aid director and three years as an admission counselor. Don has served OACRAO in various capacities including Vice President for Programs from 2001 to 2003, Chair of the Records and Registration Committee, Chair of the Communication Committee and a member of the Local Arrangements Committee for the past three Columbus conferences. He has a BA degree in Business Administration from Otterbein.

### **Vice-President/Workshops: Beth Egan**

Beth Egan has been the assistant registrar at John Carroll University since March, 2000. Previously, she was employed by Notre Dame College of Ohio, first in nontraditional admissions and then as assistant director of student records. Beth has been an active member of OACRAO since 1998. She has served on the Professional Development, Data Management and Scholarship Committees. She has chaired the Professional Development Committee and was a member of the 2002 Local Arrangements Committee in Cleveland.

### **Treasurer - Linda Young - Baldwin Wallace**

Linda Young has been at Baldwin-Wallace College for 24 years and has been Registrar for the last 12 years. Prior to that she was Assistant Registrar at Case-Western Reserve University and taught for 2 years in the public schools. She holds a BSED from Westminster College and an MA in Counselor Education from Western Kentucky University. She has been a member of OACROA since 1980 and has served on many program planning committees in the past and is currently the Vice Chair on the Registration and Records Committee. She was a member of the LAC for the annual conference in Cleveland. She is a graduate of the Registrar Institute, in Aspen, Colorado. Linda has presented at OACRAO, AACRAO, GLUG and other professional Conferences.

## **Past-Presidents (choose 2):**

**Dick Carpenter** has been the University Registrar at Ohio Northern University since 1991. Prior to that he served as Registrar at Adrian College from 1985-1991, and Associate Registrar at Ohio Northern University from 1977-1985. His involvement with OACRAO includes serving in the following positions: Past-President 2001-2003, President 2000-2001, President-Elect 1999-2000, and Vice-President for Programs 1997-1999. Committee membership has included Registration and Records, and Data Management committees.

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**Allen Cole** is a 15 year member of OACRAO and he is completing the 3-year cycle of Presidency on the Board (2002-2004) after serving on the Board as Treasurer in 1999 and 2000. Before that, Allen's active participation in OACRAO included Program Committee work for 3 years (Chair one year of Data Mgmt & Research), LAC twice, Nominating Committee twice, Audit Committee twice, and presenting numerous sessions. At the national level, Allen has attended 7 AACRAO annual conferences and participated in the officer workshops. Allen has 15 years of service at Xavier -- all in the Office of the Registrar, with the past 6 as Registrar. Also, he has 10 years of teaching at Xavier as an adjunct faculty for the Math Dept.

**Wendy Lambing** has been the Director of Student Records at the University of Cincinnati for 16 years. An active member of OACRAO since 1984, Wendy has served as President (1993-94), Local Arrangements Chair (1993), Vice-President for Workshops (1989), Chair of the Professional Development Committee, and a member of the Mentoring and Membership Committee since its inception. She's also been a session presenter for such topics as "Motivating the Willing and Unwilling", "SIS Survival Skills", "Enhancing your Reports with Computer Graphics" and "The Evolving Role of the Registrar" - a panel presentation to be made at the Great Lakes regional conference in October. Wendy has also been a member of AACRAO since 1984, but confesses her loyalty remains with OACRAO.

**Brad Myers** is the University Registrar at Ohio State. Widely recognized as the FERPA expert, Brad also served as Chair of the Incorporation Task Force, both logical offshoots stemming from the JD he received at Ohio State. Other OACRAO activities include service as President, VP Programs, LAC Chair, and on the Professional Development, M&M, and Constitution Committees. On the national level, Brad is the Chair of the AACRAO Dues Task Force and is former Chair of the Federal Compliance, State and Regional Relations, the Academic Policies, Practices and Facilities Management Committees. Brad received the OACRAO Garland Parker Award in 1996 and the AACRAO Outstanding State/Regional Association Program Award in 1997.

### **At-Large Members (choose 2)**

**Debra Benton** graduated from Ohio University, earning a Bachelor of Science degree with a major in Mathematics and a Master of Education degree in Educational Leadership - College Student Personnel. She has been University Registrar at Ohio University since September 2001. Prior to that she served as Associate University Registrar and Assistant Registrar for DARS. Deb has been a member of OACRAO since 1991. She has served on the Data Management and Professional Development committees and chaired the Data Management Committee in 2000. She was LAC co-chair for OACRAO 1999. Deb helped create the OACRAO website and currently maintains the site. She was awarded the Linus J. Ryland Award in 2000 for her distinguished service to OACRAO and the profession. Deb currently serves on the AACRAO Student Academic Records Committee.

**Jack Campbell** is currently the Registrar at Wittenberg University. From 1984 -1996, Jack was the Registrar at Cedarville University. He was active in OACRAO and during that time served on the Records and Registration committee. From 1996 to 2002, Jack was the Coordinator of Computer Training at Cedarville. He returned to the profession in 2003 as the Registrar of Wittenberg.

**Mel Severns** has been the Registrar at Mount Vernon Nazarene University since 1998. Previously, he was Assistant Registrar for 4 years, a Resident Director for 7 years and in Admissions for 2 years - all at

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MVNU. He holds a B.A. in Business Administration from MVNU and an M.A. in Higher Education and Student Affairs from The Ohio State University. Mel has attended several AACRAO conferences and has presented on Web Grading. He regularly attends OACRAO meetings and has served on the Records and Registration Program Committee (chair 2002, vice chair 2001), as well as being a session presenter and panelist.

**Mindy Starcher**, Assistant to the Registrar at The Ohio State University, has been a member of OACRAO since 1989. She has served as Vice President of Workshops and as Vice President of Membership and Mentoring and has also served as chair for OACRAO's Program Committee, Professional Development Committee, Membership and Mentoring Committee. She was co-chair of the Local Arrangements Committee in Columbus in 1998 and is currently serving OACRAO as the Exhibitor Chair for the Great Lakes 2004 conference.

## Historian's Corner

### PEELING BACK to MOVE FORWARD

#### Story #1:

A recent "remove the wallpaper border" project on our youngest son's bedroom turned into the nightmare project we all dread...removing years of wallpaper and paint! Unbeknownst to us, the prior two owners of our house had chosen the shortcut...to repaint, rewallpaper, essentially to re-abuse the walls, not taking the time to "do it right."

It's a 55 year old colonial, and since the house and I are getting increasingly close in age :-)) it was a five-week chore I had not anticipated. All is well that ends well, and so the original plaster walls are now painted fresh, and a more appropriate wallpaper boarder for a fourteen-year old is securely glued.

We "peeled back" so we could "move forward."

#### Story #2:

It is a professional privilege, and an enriching experience, to be called upon from time to time to consult on a campus, sometimes for the registrar's function, but more often for the broader enrollment management organization. While working on a proposal recently, I once again turned to *"AACRAO's Professional Development Guidelines for Registrars"* for some reminders, some insights, and some solid foundations.

As I reviewed the chapters consisting of "Basic Principles," suggested projects, and questions for introspection, I once again found myself doing many "ah-ha's" and "oh, yes's." As I sifted through the issues and responsibilities which make up the Office of the Registrar, I was reminded that these same principles are the solid foundations for ANY administrative office...just change the jargon a bit, and it works for admission, enrollment services, financial aid, advising, and all others.

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Reviewing the booklet reminded me of the resources we have available from publications, from our organizations, and from each other. Moreover, the review reminded me that we need to pause from time to time to look around our organization, see where we have been, know where we are, and dream of where we need to head. Leadership is about these efforts, about the people, while we take on the tasks of managing the tasks.

We need to "peel back" our office policies, procedures, traditions, and efforts, so we can "move forward" in the ever-changing world.

Join Ohio and Indiana colleagues in Indianapolis October 20-22 and be a part of history!

Dave Sauter  
OACRAO Historian

## Updates from around the state

- Dr. Richard Stroede, academic dean, retired after 39 years at **Defiance College**. Dr. Catherine O'Connell, formerly associate dean at Cabrini College, was named academic dean and came to the College in July. The College's growth over the last several years made it necessary to purchase an apartment building close to the campus and additional housing options are being reviewed. The College joined with the Defiance YMCA to open a fitness center near our athletic complex in January 2004. Defiance College has entered into an exchange program with York St. John College in England. A number of Weekend College adult students studied at York St. John this past summer. Three York students are attending Defiance College this fall and Defiance College undergraduate students will be attending York St. John in the spring. Our forensic science major has been growing steadily with a very large enrollment of new students in the major this fall. The Admission Office has hired Dennis Paiva, a graduate student, to help with international student recruiting. Dennis' home is in Brazil.
- **Bluffton College** became Bluffton University on August 1, 2004.
- Two very critical positions at the **University of Cincinnati** have been filled recently. Dr. Caroline Miller began as the Associate Vice President for Enrollment Management on July 1. Dr. Miller comes to the University from The College of New Jersey where she has served as the Dean of Academic Services. She also spent ten years as the Assistant Vice Chancellor for Enrollment Management at the University of North Carolina at Asheville. Joining us on December 1, Dr. Douglas Burgess will be the new University Registrar at UC. Dr. Burgess comes to the University from the University of Central Florida where he has been Associate University Registrar for four years. He will certainly have some stories to share with us on PeopleSoft implementation and hurricane preparedness. Please join us in welcoming both new Bearcats to OACRAO.

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- **Central State University** in Wilberforce, Ohio will convert to a semester calendar beginning Fall 2005. A semester calendar will bring a number of advantages for CSU students, faculty, and staff. Registration and financial aid activity will be reduced from three times to two times during the normal academic year. In addition, the administration believes that it will provide more time for in-depth study and learning of course material. CSU joins a growing number of colleges and universities who have recently converted to a semester calendar. The semester conversion taskforce is aggressively involved in the development of a solid transition plan for current students, in addition to revising programs and current academic policy. It is critical that our existing students have the opportunity to graduate on time and enter the job market earlier. There are many advantages and opportunities for the University by transitioning from a quarter to semester calendar, and Central State University is looking forward to enhanced operations beginning August 2005.
- Ed Hart is the new Director, Admissions/Registrar at the **Air Force Institute of Technology** at Wright-Patterson Air Force Base in Dayton. He has been on board now for two months.
- **Ohio Wesleyan** welcomed a new president in August. Dr. Mark Huddleston was most recently at the University of Delaware.
- **Xavier University** recently hired Betty Kost as Assistant Registrar for Student Academic Services. Betty was formerly Assistant Registrar at Wooster and succeeds Mary Alyce Orahood, who has taken a position in the Provost's office.
- Effective September 30, 2004, Ray Elash retired as Director of Registration & Student Records at **Sinclair Community College**. Ray had been the Director since 1994 & the Assistant since 1983. A national search will be conducted sometime in Spring 05. During that time, Allison Rhea, Office Manager, will serve as Interim Director.
- **Case Western Reserve University** is hosting the only Vice Presidential Debate on Tuesday, October 5 on the Case campus. There are a series of related activities occurring throughout the weeks preceding the debate and will culminate with a performance of Capitol Steps, a troupe of former congressional staffers (who also performed at the AACRAO meeting in Washington, DC. a few years ago), the following Friday for the start of Alumni Weekend.
- Dr. Roderick McDavis became the 20th president of **Ohio University** on July 1, 2004. President McDavis is an alum and is very excited to be back on campus. His major initiatives are making Ohio U a nationally prominent research university, increasing diversity, increasing research, and increasing partnerships in the region.
- Dr. Kathy A. Krendl was named interim provost of **Ohio University** effective August 9. Prior to this appointment Krendl was dean of the Ohio University College of Communication. As provost, Krendl will work in partnership with the president on major academic and administrative matters including academic, fiscal and physical planning, and policy matters that extend across the university community. It was recently announced that the offices of the Registrar, Admissions, and Financial Aid will report to the provost. (Previously these areas reported to the vice president for administration and finance.)
- **Ohio University** Registrar Debra Benton is pleased to announce that Michael Wickham accepted

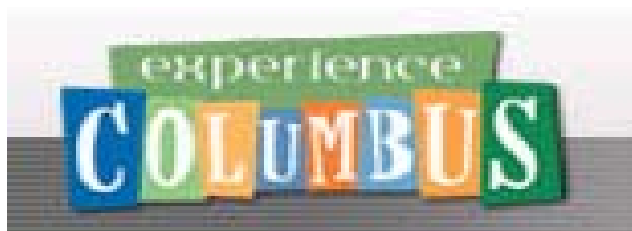
the position of Assistant Registrar for Registration and Scheduling effective July 1. Please welcome him at Great Lakes 2004.

- Jean Lewis is interim Director of Admissions at **Ohio University**. Kip Howard left in the spring to go to the University of South Carolina.
- Deb Benton (**Ohio University**) is happy to announce the arrival of twin girls on March 30, 2004.

# OACRAO 2005

**Experience OACRAO.....**

**Experience Columbus**



Plans for OACRAO 2005 are underway. The hotel has been chosen and the committee has set its first meeting to discuss plans for next year. The Local Arrangements Committee for 2005 will be meeting November 12<sup>th</sup> at 10:00 at Franklin University in Columbus. If you would like to join the committee, please contact Jack Miner at [miner.10@osu.edu](mailto:miner.10@osu.edu) or Frank Yanchak at [yanchakf@franklin.edu](mailto:yanchakf@franklin.edu)

Don't forget to mark your calendars for the conference....November 2<sup>nd</sup> through 4<sup>th</sup>, 2005. For more information on all Columbus has to offer, visit [www.experiencecolumbus.com](http://www.experiencecolumbus.com)

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