



OACRAO News

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Annual Meeting, Absolutely,

Now is the time to get your registration in for the annual meeting this November. In this issue of the newsletter you will find updates from the Nominations and Elections Committee, the Constitution Committee and others. The final touches are being placed on what looks to be one of the best annual meetings, Absolutely!

The program committee has planned excellent sessions that will educate, inspire and help to keep you on top of the mountain of work that seems to just keep pouring in our offices. I encourage you to look at the pre-conference workshops. These workshop topics cut across the functionality of our

offices to allow for a wider audience and perhaps more participants.

The business meeting on Thursday will provide you with many reports of what is and has happened in the organization. OACRAO remains strong both financially as well as with great volunteers. Please remember that we will be looking for volunteers to serve on committees for next year.

So....dust off that registration booklet or go on-line and make you plans to join us in Athens, Absolutely!

Lorinda Bishop
OACRAO President




Attention New Members and First Time OACRAO Attendees

Don't miss the New Member Orientation Session at the Annual Conference on Wednesday at 5:15pm.

Hope to see you there!

The Mentoring and Membership Committee (otherwise know as the M&M Committee)

What's in this Newsletter?

Government Relations Update.....Page 9

Nominees for 1999-2000 Officers.....Page 4

OACRAO Annual Conference.....Page 6

President's Message.....Page 1

Proposed Constitution/By-Law Changes.....Page 2

Updates.....Page 10

Workshops.....Page 7

Proposed Constitution and By-Law Changes

A number of changes to the OACRAO Constitution and Bylaws will be voted on at the Annual Conference in November. According to the Constitution, it is required that the membership be given a minimum of two weeks notice of changes to be voted on at the annual meeting. To that end, the changes are summarized below with ~~deletions noted by strike throughs~~ and **additions noted in boldface**. A complete copy of the Constitution may be found at the OACRAO website: (<http://www.OACRAO.ohiou.edu/constit.html>).

OACRAO CONSTITUTION:

The purposes of OACRAO shall be:

2. To foster a spirit of unity and cooperation among our members **and others in the higher education community**.
 4. To meet the professional needs of individuals involved in ~~the admissions, and registrars' offices~~ **registrar's services, and other related functions**.
- **NEW** 7. To promote professional development opportunities for our membership.**

ARTICLE III, SECTION 4: Corporate (**non-voting**) membership shall be granted to an organization or company that is not eligible for membership under the institutional level for an annual corporate fee of \$100.00. Benefits provided to the Corporate member include:

****NEW** D. Inclusion in any official OACRAO membership roster.**

ARTICLE III, SECTION 7: OACRAO does not discriminate against any individual or group of individuals ~~for reasons of race, color, religion, ancestry, national origin, sex, disability, or veteran status, in any of its membership programs or activities~~ **and adheres to any policies of non-discrimination and equity with its membership programs and activities.**

ARTICLE V, SECTION 1, B: The ~~p~~**P**resident-~~e~~**E**lect shall be elected by a majority of those present at the Annual Meeting and shall serve a term of one year. The ~~p~~**P**resident-~~e~~**E**lect shall hold office from the adjournment of the Annual Meeting at which he or she is elected until the adjournment of the next Annual Meeting, following which he or she automati-

cally succeeds to President. In the event the office of President becomes vacant, the ~~p~~**P**resident-~~e~~**E**lect will assume that office for the balance of the year **and through his or her regular term of office**. The responsibilities of the ~~p~~**P**resident-~~e~~**E**lect are outlined in Bylaws Article VI, Section 2.

ARTICLE V, SECTION 1, G: The Treasurer shall be elected, in even numbered years, by a majority of those present at an Annual Meeting to hold office for a term of two years and may not succeed himself or herself. ~~The Treasurer is authorized to collect dues and other income, and to process appropriate expenditures on behalf of the Association.~~ **The** ~~A~~**additional** responsibilities of the Treasurer are outlined in Bylaws Article VI, Section 7.

OACRAO BYLAWS:

ARTICLE I, SECTION 2: Dues for Associate Membership shall be the minimum required for voting membership, **as noted in the Bylaws, Article I, Section 1.**

ARTICLE II, SECTION 1: COMMITTEE APPOINTMENTS - Voting members are eligible for committee appointments. The President of the Association at the end of his or her term, upon becoming Immediate Past- President, in consultation with the Executive Committee, shall select all standing ~~and ad-hoc~~ committee members. **The incoming President at the beginning of his or her term, in consultation with the Executive Committee, shall select all ad hoc committee members.** Committee member and chairperson appointments shall be effective at the conclusion of the Annual Meeting and will be for one year unless otherwise specified. A charge and appointment letter with specific objectives for each OACRAO standing or ad-hoc committee shall be forwarded by December 15 by the new President.

ARTICLE II, SECTION 2, A:

2. This committee shall audit the Treasurer's books for the preceding year, **as soon as possible after the close of the fiscal year.**

****NEW** 4: An audit report shall be submitted to the Executive Committee after the annual audit in conducted.**

****NEW** 5: A report from the Audit Committee shall be presented at the Annual Meeting.**

ARTICLE II, SECTION 2, B:

1. The Budget Committee shall consist of the ~~immediate Past-President~~ **President-Elect**, who shall serve as chairperson, the President and the Treasurer.

ARTICLE II, SECTION 2, C:

1. The Constitution Committee shall consist of the ~~immediate pPast-pPresident~~ as chairperson and **no less than** two voting members selected by the chairperson from the pool of committee volunteers.

ARTICLE II, SECTION 2, F:

1. The Nominating Committee shall consist of five voting members with the ~~immediate~~ Past-President serving as chairperson. The remaining four voting members shall be elected at the annual conference, two from Past Presidents and two "at large" from **the overall** membership.

2. Responsibilities shall be as follows:

a. ~~Meet and pPrepare~~ **the** slate of officers to be presented to the Executive Committee in time for the annual conference in November.

b. ~~Meet and p~~ **Prepare the** slate of **the** next Nominating Committee for election at annual conference or by ballot shortly thereafter; namely, four members at-large and four Past Presidents.

d. ~~Meet and pPrepare~~ **the** slate of nominee(s) for the Garland G. Parker Award for outstanding distinguished service to the profession by active participation in both OACRAO and AACRAO. **The Award(s) may be given annually at the annual conference.** It is permissible for the slate to be comprised of either current, former or retired OACRAOians. The slate is to be presented to the Executive Committee **for approval** at least two months before the annual conference in order for a plaque to be produced for presentation at the annual conference.

e. ~~Meet and pPrepare~~ **the** slate of nominee(s) for the Linus J. Ryland Distinguished Service Award for outstanding service to the profession and to OACRAO. ~~a~~**Award(s) may be given annually at the annual conference.** Candidates for this award may be either actively involved **in** or retired from OACRAO. The slate is to be presented to the Executive Committee **for approval** at least two

months before the annual conference in order for a plaque to be produced for presentation at the annual conference.

ARTICLE II, SECTION 2, H:

4. The ~~OACRAO~~ Secretary shall be the liaison from the Executive Committee to coordinate the production of all printed materials, including the newsletter, web site and new member orientation packets.

ARTICLE II, SECTION 2, I:

1. The Resolutions Committee shall consist of the ~~immediate~~ Past-President as chairperson, and additional voting members will be selected from the pool of committee volunteers.

ARTICLE II, SECTION 2, J:

1. The Scholarship Committee shall consist of a chairperson, vice-chairperson, and additional voting members, chosen from the pool of ~~C~~committee volunteers. ~~Representation should be from both admissions and records and registration.~~

5. The ~~OACRAO~~ Treasurer shall be the liaison from the Executive Committee.

ARTICLE VI, SECTION 1, D:

D. Prepare a charge and appointment letter with specific objectives for each OACRAO standing and ad-hoc committee to be forwarded by **January December 15.**

ARTICLE VI, SECTION 7, B:

B. ~~Collect and disburse all organization monies all~~ **dues and other income, and process appropriate expenditures on behalf of the organization.**

C. Keep an accurate accounting of all transactions and present the books to the Auditing Committee for their approval **at the end of the fiscal year and** prior to the annual conference.

ARTICLE VII - Amendments to or revisions of the OACRAO Constitution and/or Bylaws have occurred on the following dates: October 1956, October 1960, November 1964, October 1965, October 1966, October 1967, October 1970, April 1971, October 1971, November 1976, April 1977, November 1977, November 1982, November 1983, November 1984, November 1985, November 1989, November 1994, November 1995, November 1996, November 1997, and November 1998.

Nominees for 1999-2000 Officers

The slate of officers for the 1999-2000 OACRAO Executive Board has been set. The vote will be conducted during our November conference.

President-Elect: Dick Carpenter has been the Registrar at Ohio Northern University since 1991. Prior to that time, he was Registrar at Adrian College in Adrian, Michigan. Dick is a long-time member of OACRAO and has served on the Data Management and Research and New Member Committees. He has also served as Vice President for Programming as well as having presented at several annual conferences. Dick has been a member of AACRAO since 1977, having participated in several panel discussions.

Secretary: Becky McOmber has been the Registrar at Bowling Green State University since April 1995 and a member of the Administrative Office of Registration and Records at BGSU since October 1978. Her involvement in OACRAO includes membership on the following committees: Publicity and Publications, Data Management, and Local Arrangements. Currently, Becky is the chair of the Publicity and Publications Committee. At the national level, Becky was a member of the AACRAO Meals and Special Events Committee.

Vice President, Programs: Bob Myers is currently the Assistant Registrar for Academic Records at Ohio University. Ending his second year on the OACRAO Executive Committee as Secretary, Bob is simultaneously working with the LAC Co-Chairs as a member of the 1999 Local Arrangements Committee and its subcommittee for entertainment. He has also served as both Vice Chair and Chair of the Records and Registration Committee in addition to being a member of the Nominating Committee. Bob has been a presenter at annual meetings numerous times and has kept active every year since joining OACRAO in 1991.

Nominations and Elections Committee

The Nominations and Elections Committee has 4 openings. Two will be filled from the slate of four past president nominees and two from the four at-large nominees. A brief biography of each of the nominees follows.

Past Presidents (choose 2):

Glenn Davis has served as the Registrar at The College of Wooster since June of 1988. Prior to that time he taught Economics and Business Finance courses in the School of Business at Georgia College in Milledgeville, GA. He has been active at all levels within OACRAO, having served as Treasurer (92-94) and President (96-97). He also holds active memberships in NAFSA and ARMA. Glenn serves on several boards and community based committees in the Wooster area, and he is the current Chairman of the Advisory Board for the Wooster Salvation Army Corps.

Wendy Fahrnbach-Lambing hails from the University of Cincinnati - home of the current Miss America! She has been the Director of Student Records at UC since 1988 and spends the majority of her time working on UniverSIS, the University's new student information system. Originally from Xavier University's Office of the Registrar, Wendy has been a member of OACRAO since 1984. She has served on various committees for OACRAO, but enjoys her times with the new members the most. Wendy wants to encourage all members to sign-up for an OACRAO committee. She believes "You get out of your association only what you put into it!!!"

Brad Myers is currently Acting Registrar at Ohio State. Many of you know him as the OACRAO FERPA expert, a logical off-shoot stemming from his J.D., received at Ohio State. Brad has been very active in OACRAO, serving as VP Programs, President-Elect, President, and Past-President, LAC Chair, Audit Committee chair and a presenter on several occasions. In 1996, Brad received the

Garland Parker Award. On the national level, Brad has been active in several AACRAO committees including: Academic Policies, Practices and Facilities Management Committee (chair), and the Nominations and Elections Committee.

Gene Schuster has been the Registrar at The Ohio State University since 1981. He is currently on special assignment as the Director Student Information Systems Development and University Registrar. Gene has been very active in OACRAO, having served as President-Elect, President, and Past-President, Secretary and as a member of the Program Committee, the Records Management Committee and several others. At the national level, Gene is currently Secretary/Treasurer of AACRAO. He has also served on the Enrollment Studies Committee (chair), the New Development and Techniques Committee (chair), LAC, and the Nominations and Elections Committee.

At-Large (choose 2):

Barb Emch has been the Director of Academic Services and Registrar at Lake Erie College for the last nine years. Recent responsibilities include academic advising and the first-year experience course. Barb has been a member of OACRAO since 1990 and has served on the Records & Registration Committee, the Professional Development Committee and as northeast area coordinator of the Mentor Committee. Barb served as chair of Professional Development and the Mentor Committee. Barb is also a member of the Nation Association of Academic Advising.

Jim Hamberg has been at Columbus State Community College for over ten years. He was the first Registrar at the College and currently is the Director of Records and Registration. OACRAO participation has included serving on the Local Arrangements Committee in 1989, 1990 and chaired the LAC in 1995; Vice President for Workshops and Vice President for Program; as well as a member of the 21st Century Strategic Planning Task Force. He has presented at the annual OACRAO and AACRAO

conferences as well as at SEM VIII.

Mindy Starcher has been in Ohio State's Registrar's Office since 1985. Currently, she is an Administrative Associate responsible for many of the fiscal and Human Resources functions of the office. A member of OACRAO since 1989, she has served on various committees including: the Program Committee, the Professional Development Committee (chair), the Local Arrangements Committee (chair) and the Membership and Mentoring Committee (chair).

Stu Terass is the Registrar and Director of Institutional Research at Mount Union College. Stu has been active in OACRAO as chair of the Data Management and Research Committee as well as having given several presentations over the years. In AACRAO, he is currently chair of the Institutional Research and Enrollment Planning Committee and has been selected as an IPEDS trainer for NCES. Stu has also been a presenter at AACRAO national meetings.



Visit the OACRAO Website at:
<http://www.oacrao.ohiou.edu/>

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Please join us for

Thought provoking sessionsAbsolutely!

Good foodAbsolutely!

Great networking opportunitiesAbsolutely!

Excellent Pre-conference workshopsAbsolutely!

Informative sessionsAbsolutely!

Learning about new products and services from the vendorsAbsolutely!

Fun-filled eveningsAbsolutely!

Professional developmentAbsolutely!

Meeting new peopleAbsolutely!

Register on-line at

http://www.oacrao.ohiou.edu/ANNUAL_MEETING_REGISTRATION.HTML



(Left to right: Allen Cole, Ken Peters, Gene Schuster, Debra Benton, Connie Goodman, Dick Carpenter)

Registrar's Summer Institute in Aspen

The Registrar's Summer Institute in Aspen (RSIA) was held from July 10 through 15. This is a fantastic opportunity to work with other professionals in Registrar's Offices throughout the United States. Representatives from a diverse population are in attendance making this a terrific way to network and to better understand the common concerns facing all of us, regardless of institutional size, public or private, or structure of the institution.

OACRAO was well-represented in Aspen by five students and one faculty member. Gene Schuster is a member of the faculty and one of the founding members of RSIA. OACRAO members attending

were Deb Benton, Ohio University; Dick Carpenter, Ohio Northern University; Allen Cole, Xavier University; and Ken Peters and Connie Goodman, The Ohio State University.

The institute is comprised of several worthwhile sessions covering a variety of topics. This year, topics included the "Evolving Role of the Registrar", "Working with People", "Leadership and Leadership Styles", "Influencing Institutional Decisions Regarding Contemporary Issues", and several technology-related sessions.

Of course, even though this is a busy week with lots of learning to be done, there is also some time for fun. Attendees were wined and dined at several local favorites and rode the gondola to the top of Aspen Mountain to partake of the fabulous mountain scenery.

Those who attended this year and in past years highly recommend you consider the Registrar's Summer Institute in Aspen for a chance to network and reflect about the changing functions of Registrars.



VP FOR WORKSHOPS UPDATE

I had a great experience this past summer coordinating the three OACRAO Summer Workshops. It has been a wonderful opportunity to work closely with colleagues I don't normally see on a day-to-day basis. My thanks to our OACRAO colleagues at Columbus State Community College for doing such a beautiful job of hosting all three workshops this summer on their campus.

Although this summer was hectic, I'm more than halfway through my first year as VP of Workshops and working on last minute details for the four preconference workshops. Before moving forward I'd like to thank publically all my facilitators from the summer workshops: Jeff Agnoli for the Wellness Workshop (16 participants), Dawn Wallace-Pasco, Ken Peters, Jim Hamberg, Jay Johnson and Beverly Farmer for the Residency Officers Update (31 participants), and Tally Hart, Dave Sauter, Cass Johnson, and Steve Schissler for the Beyond Y2K Workshop (39 participants). All three workshops were very successful and thanks to all those who

attended.

If you haven't done so already, mark your calendars now for OACRAO '99, especially that first day, November 3, for the four morning preconference workshops. The four preconference workshop topics are listed below. See the conference registration packet for more details.

- The Latest on Affirmative Action in Admissions and Scholarship Awards
- Beyond Y2K Follow Up: Making a Road Map
- Hope, Life-time Learning, SRTK, Solomon, IPEDS, Provisions of the 1999 Reauthorization... What are they up to Now?!?
- Ohio Learning Network: Distance in the making

Be sure to confirm you preconference workshop plans in the conference. Watch for more information in the conference registration packet, and don't forget - OACRAO in Athens. . . Absolutely

Martha Hicks, Vice President, Workshops



GOVERNMENTAL RELATIONS UPDATE



I have spent the last several months attempting to grasp the scope and complexity of higher education related to “state and federal legislation”, and how best to communicate important issues to OACRAO members. Because of the significant differences in our institutions (large/small, public/private, 2 year/4 year/graduate, etc.), there was a time when some governmental related issues were not relevant to particular institutions. However, in the past few years, it is becoming increasingly vogue for legislative mandates to be applicable at all higher education institutions using the hook of our dependence on federal sponsored financial aid programs as attention getters.

Whether we’re OSU or Circleville Bible College, we’re obligated to keep up with a variety of governmental mandated compliance issues. Student Right To Know, Hope Scholarships, Campus Security/Crime, Voter Registration Amendment, Student Privacy Rights, Reauthorization, etc. cry out for our attention and understanding. More and more of our time is being devoted to keeping up to date on comprehending and attempting to comply with present policies let alone be alert to new mandates coming out almost monthly. (Maybe some of you “more experienced” members will remember the debates going on in the 50’s and 60s concerning whether accepting federal aid might lead to federal control! Guess what?)

It is impossible in an occasional article in this Newsletter to keep you up to date in what you need to know to stay abreast of all the new and continuing issues related to governmental mandates and policies related to your daily functioning. What we can do is make you aware of some of the more reliable sources of information related to higher education governmental issues and encourage that you or someone in your shop devote time on a regular basis to taking advantage of them.

Here are my initial suggestions. If you have others that you think we should share with the membership, please contact me and I will include them in future articles.

AACRAO

It appears that the revitalization of our national organization includes a renewed thrust to keep the membership informed on federal relations. The hiring of Barmack Nassirian and his immediate involvement in governmental relations and publicity has been very encouraging. The recent July/August 1999 Data Dispenser devotes several pages to Federal Relations and is a “must read” for all our members. The AACRAO website at <http://www.aacrao.org> has several sources of useful information related to keeping up to date on specific federal legislation.

CLHE

The Council on Law in Higher Education (formerly known as CPHE) is an excellent, private source of information, updates and analysis on legal and policy issues in higher education. Daren Bakst, Present and Counsel of CLHE, provides a website at <http://www.clhe.org> which has outstanding, current summaries of federal policies as well as links to more detailed information. CLHE sponsors educational programs (teleseminars, workshops, forums, etc.) and provides print publications on specific governmental relations topics. Annual membership in this organization is \$245, a small price to pay for the many benefits made available to your institution. You may e-mail CPHE at info@clhe.org for membership information.

OACRAO

The OACRAO award-winning website at <http://oacrao.ohiou.edu> has several useful links to governmental relations information sources. Of special interest to members interested in staying current in governmental issues is the upcoming OACRAO Annual Meeting Pre-Conference Workshop #2 to be held on Wednesday, November 3. Entitled “**Hope, Life-time Learning, SRTK, Solomon, IPEDS, Graduation Rate, Provisions of the 1999 Reauthorization.....What Are They Up to Now!?!?!?**”. This workshop features AACRAO Federal Relations Liaison and will be a unique opportunity for you to get the latest developments/regulations as well as participate in a discussion with your fellow OACRAO members interested in this aspect of our profession. Refer to the 1999 OACRAO Annual Meeting Registration Materials for details of this workshop and how to enroll.

In the next issue I will highlight some of the other professional websites and sources of information about government relations. Also, send me your recommendations which I will be glad to share with the membership. Contact me at jnoe@mchs.com or (419) 234-5685.

Jim Noe
OACRAO Gov. Rel. Liaison



..UPDATES....UPDATES....UPDATES....UPDATES....UPDATES..

Air Force Institute of Technology

- Toni Goble has accepted a position to work for the Air Force in the education field, not affiliated with a university or AFIT. Unfortunately, she will no longer be able to attend OACRAO workshops, conferences, or participate in committees. Toni wishes to thank “all who volunteer their time to make this professional organization prosper”.

Baldwin-Wallace College

- Mark H. Collier is the new President of Baldwin-Wallace. He was formerly the Academic Dean for several years, thus he is very familiar with BW.

Chatfield College

- Julie Heil is the new Director of Admissions at Chatfield College. Her background includes 9 years in sales and marketing and 10 years of college teaching experience. Julie began her position June 14th.

Cuyahoga Community College

- The Eastern Campus of Cuyahoga Community College is celebrating the grand opening on September 23rd, of a new building which houses 18 Classrooms, a 600-seat Theatre and a Business Conference Center. Also housed in the East 2 Building is the Business, Math and Technology Department as well as the Student Activities Offices.

Defiance College

- Two new admissions counselors have joined the Admission Office staff. Michael Jacobs and Brad Harsha are both recent graduates of Defiance College. They replaced Angela Logan and Jim Beaverson who have moved to other positions at Defiance College; Angela to become Director of Multicultural Affairs and Jim is now the Director of the Annual Fund.
- The old student union has been torn down this past summer and will be replaced by the Serrick Center, a new union being finished this summer. The facility will house the Admission Office, the Registrar, the Registration Center, and the Financial Aid Office as well as a cafeteria.

Hocking College

- After 25 years at Hocking College, Vice President for Enrollment Services, Candy Vancko, will be leaving. She will begin her new position as President of SUNY College of Technology at Delhi on August 19th.

Lourdes College

- Aimee Stuart will become Admissions Counselor/Coordinator of Multicultural and International Student Services in October. Previously, she was Associate Director of Admissions.
- Effective September 11, Beth Tanesky will have a name change to Elizabeth Czortos.
- Theresa Emrick is joining the staff as Assistant Director of Admissions in August.
- Sharon Chryst is no longer a member of the Admissions Staff at Lourdes College.

Miami University

- Martha Dee Rausch (DEE), Senior Associate Registrar, will be retiring in January 2000, after 22 years of dedicated service to Miami University and the Registrar's Office. Dee has served in all areas of the office including registration, records, commencement, classroom scheduling as well as being our computer liaison, data manager and report individual for a number of years. She will be genuinely missed by all of her friends and colleagues at Miami.
- Ken Bogard is announcing his retirement from Miami as of June 30, 2000, after serving 37 years at Miami, 32 years as the University Registrar.
- Carol Jones has been appointed as an Assistant Registrar at Miami and will be responsible for the Course and Curriculum Approval System for the university. In addition, she will be responsible for the training of university staff and faculty on the new SCT Banner 2000 system implemented by Miami this year.

Northeastern Ohio Universities College of Medicine

- Steve Manuel has joined the staff as Director of Admissions. He was previously the Acting Director of Admissions at Indiana State University.

Northwestern College

- Effective September 13th, Northwestern's new Registrar will be Debbie Brunk. Jane Rosengarten has left this position to pursue other interests.

Oberlin College

- Ken J. Gibson is leaving his position as Associate Registrar at Oberlin September 2nd to become Registrar at Western Oregon University.

Ohio State University

- Ken Peters, Registration Counselor/Staff Assistant, left his position at the end of August to relocate to North Carolina. Julie Franz will be replacing Ken.
- Jim Davis has left the Office of the University Registrar to join the Office of Enrollment Services as Director of Imaging.
- Michael George has assumed the additional responsibilities of the Transcripts and Verifications Area and has been promoted to Associate Registrar.
- Tom Schriener has been promoted to Associate Director in the Office of Enrollment Services.
- Marie Taris has been promoted to Director of Graduate, International and Professional Admissions.
- Robin Brown is the new Director for Freshman and Undergraduate Admissions.

Ohio University

- Ohio University Eastern (OUE) has become part of a media campaign to advertise the programs and facilities available to students in southeastern Ohio, northern West Virginia and western Pennsylvania.

Sinclair Community College

- Jaton L. Stanford has joined the Office of Admissions as an admissions officer. She completed her bachelor's degree in African American Studies/Sociology and is working on her master's degree in Educational Foundations at the University of Cincinnati. She is responsible for high school visits, the campus visitation program, working with the Tech Prep prospective students and serving as the liaison to the Engineering and Industrial Technologies Division.

- Amber Frazier assumed the position of Admissions Coordinator/Information Management after just completing her degree in Office Information Systems at Sinclair. Her responsibilities are working with the direct mail and telemarketing operation in Admissions.
- Also new to Admissions is Debbie Fritz, Admissions Coordinator/Information Technician. Debbie's technical expertise will be utilized in prospect and applicant tracking, generating statistical reports, and data base management.

Xavier University

- Amy Buckingham joins the administrative staff at Xavier as Assistant Registrar for Student Academic Services, which includes coordination of the catalog publication, commencement, academic advising liaison, and FERPA awareness. Amy is an Ohio State University graduate, and her prior job was as Assistant Registrar at Northern Arizona University.

Youngstown State University

- YSU will convert to semesters in the Fall of 2000.
- Tuition for Freshmen and Sophomores has been frozen at the 1998-99 cost for the upcoming academic year which begins September 22, 1999.
- YSU is looking at various software solutions for its student information system.
- Good progress is being made to handle the Y2K issue.



Scholarship Committee Announces Recipients for 1999

The Scholarship Committee is pleased to announce the selection of four recipients for the 1999 OACRAO Leadership and Service Scholarship. The four recipients were chosen after an intensive review of 1,266 applications!

The esteemed recipients for 1999 are:

- Amanda Ciborek from Grove City High School, attending Miami University
- Melissa Heyne from Centerville High School, attending Miami University
- Rebecca Griffith from East Canton High School, attending Mount Union College
- Stacey Kammer from Ansonia High School, attending Wright State University.

The recipients will be honored at the OACRAO annual conference in Athens this fall.

I would like to thank the OACRAO Executive Committee and the membership of OACRAO for their support. As a result of the Executive Committee's on-going commitment and also the allocation of additional funds from the AACRAO recognition of the Website initiative, along with the generous contributions from the general membership, the Scholarship Committee was able to award a fourth scholarship this year. In order to increase the number of scholarships for this valuable program, please consider a contribution to the scholarship fund or contribute an additional five dollars on the OACRAO Conference Registration Form. You will also have the opportunity to win again this year by participating in "*Split the Pot*" raffle at the conference. All proceeds benefit the scholarship fund.

The Scholarship Committee is also planning a fund raising project to help obtain additional money to award more scholarships. The committee will sponsor a sale featuring a long sleeve denim shirt with OACRAO printed in white over the left front pocket. These shirts are similar to the ones worn by the 1998 LAC in Columbus. The cost is \$30.00 for M-L-XL and \$35.00 for XXL plus \$5.00 for shipping and handling. Mary Southards from Kent State University, Stark Campus and Scholarship Committee

(Con't in next column)



An Important Note from the Editor

In an attempt to reduce expenses, to save trees, and to use technology to its fullest, the Publicity and Publications Committee would like to eliminate the printing and mailing of the OACRAO Newsletter to institutional representatives. The committee members realize, however, that this is an important form of communication between and among members of the organization, especially for those who might not have access to the electronic version of the Newsletter. We are, therefore, requesting the following of the institutional representatives:

1. If members of OACRAO from your institution are not able to or are not willing to access the newsletter in its electronic format, you can notify me that you would like to continue receiving a printed version of the newsletter. (E-mail Goodman.7@osu.edu or call 614/292-7685).
2. That you encourage other members to use the electronic version of the Newsletter, if they have access to it and are not already doing so.

If we do not hear from you, the committee will assume that your institution no longer needs to be mailed a hard-copy version of the newsletter and you will be removed from the newsletter mailing list. If you have responded previously to the e-mail that was sent, you do not need to respond again. Thank you for your prompt attention to this request.



("Scholarship....", Con't from previous column)
members will coordinate the sales orders. Order forms will be available at the OACRAO Website as well as on page 11 of this newsletter. If you are unable to access the Website, you may contact Mary at (330)499-9600 ext. 240 or e-mail msouthards@stark.kent.edu.

Many thanks to the Scholarship Committee for all their hard work! The Committee's efforts truly make a difference in shaping the future of young people as they pursue their educational goals.

Denise Walters Dobson
Scholarship Committee Chair



Veterans Benefits

Ohio University and a small number of other institutions received a shock when the Veterans Administration announced that they would no longer extend the exemption previously granted by a 1977 Executive Order. The 1977 exemption to the Montgomery GI Bill allowed veterans to receive benefits during the time that the university was closed for a break of over 30 but less than 45 days between regular terms when the university met at least one of several possible conditions, one of which was to conserve energy.

Ohio University challenged the Veterans Administration and asked them to reconsider their decision. The VA brought up energy savings as the original reason for the exemption and declared the exemption outdated. Since Ohio University does offer a small number of Winter Intersession Classes during the break the VA seems to have concluded that there was no energy savings despite the university's belief that it still qualifies for the exemption.

Realizing that this would create hardships for veterans if they were unable to receive benefits during the break as they had in the past, Ohio University quickly offered the veterans the option of registering for a two hour class during the Winter Intersession. They offered a scholarship to the veterans wishing to register for the class and offered a fast track for Financial Aid to assist the veterans. This worked to help the veterans through the unanticipated interruption in income.

In June 1998 Ohio University President Robert Glidden expressed his concern to then House Speaker Newt Gingrich who enlisted the help of Representative Bob Ney to introduce a bill titled the Veterans Education Benefits Equity Act of 1998 (H.R. 625). The resolution is now in committee in the House of Representatives and has 24 sponsors including Ted Strickland. Despite initial opposition from the Veterans Administration, university and Congressman Ney's negotiations with the Veterans Administration have been successful in gaining full support from the VA for the proposed bill. Once the fact was established that the bill would not provide additional benefits to veterans but instead redefines the schedule according to which funds can be distributed, the

VA agreed to support the bill. The VA explained that they hoped very much for legislative relief for the veterans but that they could not, for reasons they felt they had to respect, continue to issue exemptions.

There is still a small amount of resistance that we cannot understand from those who don't fully understand the issue and believe the change will cost money. We urge all of our colleagues, even those from schools without the scheduling problem, to help us in this effort by writing to Representative Ney or their own Representative in support of H.R.625.

Bill Jones
University Registrar
Ohio University



Visit the OACRAO Website at:
<http://www.oacrao.ohiou.edu/>

Newsletter Content Changes

The past few issues of the Newsletter have contained the Executive Committee Minutes. It has been decided that committee minutes will be available at our Website at <http://www.oacrao.ohiou.edu/execmin.html> and will no longer be printed in the newsletter. This will reduce the amount of printed space required as well as provide a more timely release of information.

Additionally, position postings for OACRAO member institutions will be done on our Website. They will not appear in the newsletter other than a brief mention in the updates section, if requested. Those interested should refer to the Website for detailed information as well as a contact name(s). This will be a much more timely and efficient manner of providing information to interested parties. Position postings should be sent to Deb Benton at dbenton1@ohiou.edu. Deb will maintain the listing information .



AACRAO CONFERENCE HIGHLIGHTS

- OACRAO was well represented at the 85th annual meeting of the American Association of Collegiate Registrars and Admissions Officers held in Charlotte, NC. There were approximately 40 OACRAO members in attendance and approximately 15 members serving as facilitators/presenters. The Conference featured 260 sessions and workshops and over 100 companies were set up in the exhibit hall. The Opening Keynote Speaker was Representative Donald Manzullo (R-IL) who is the author of the High Education Reporting Relief Act of 1997, and Closing Keynote Speaker was Stanley Ikenberry, President of the American Council on Education.



- One of highlights of the conference was the opportunity to welcome Phillip Henry from The Queen's University of Belfast in Northern Ireland. Jane Pidcock, Deb Benton, and Bob Myers from Ohio University served as Phillip's "buddies" for the conference, along with the help of many OACRAO members. He was very interesting and a lot of fun which made the conference a memorable event. Phillip indicated that "the members of OACRAO were great and everyone made him feel most welcome." He has expressed interest in attending the OACRAO '99 Conference in Athens this November so, if you weren't at AACRAO you may still have the opportunity to meet him.



- OACRAO co-hosted a regional reception on Monday evening along with Michigan, Indiana, and Illinois for their members. The reception provided the opportunity for the group to get acquainted with members from the other states and discuss the next years combined regional conference. Lorinda Bishop, President of OACRAO is helping coordinate the combined regional conference which will be held next year in Perrysburg, Ohio.

- OACRAO received The Elbert W. Ockerman Award for their web site at the State and Regional Officers Workshop held on April 18. Ohio University Registrar Bill Jones and Debra Benton, Associate Registrar implemented the web site for OACRAO. Benton, who serves as web master demonstrated the OACRAO Web Site. Lorinda Bishop, President of OACRAO accepted the award of \$500 which will be donated to the OACRAO Scholarship Committee. In addition, Benton received a complimentary AACRAO registration. If you haven't visited the award winning OACRAO web site check it out and add it to your bookmarks <http://www.oacrao.ohiou.edu>. Benton indicated that she is working with the OACRAO Publicity and Publications Committee to make additional enhancements to the web site.



- The LAC for AACRAO New Orleans 2000 presented a lively promotion for next year's conference to be held April 9–12, 2000. It promises to be spectacular conference since it will be held in a great, fun-loving, entertaining city of New Orleans.

Jane Pidcock
Ohio University 



OACRAO 1999 SUMMER WORKSHOP SERIES “SOMETHING FOR EVERYONE”

I am happy to announce the beginning of the **OACRAO 1999 SUMMER WORKSHOP SERIES!** Three different workshop topics will be addressed this summer on three different dates. One, two, or all three workshops may be of interest to you and/or a colleague. So please make additional copies of this information and pass it along to a friend.

Workshop #1: RELAXATION, STRESS REDUCTION, AND WELLNESS

Date: Wednesday, June 30, 1999, 10am-3pm

Your presenter: Jeff Agnoli, Consultant, The Wellness Forum, Columbus, Ohio

Jeff is back by popular demand after presenting a great session on *Stress Management* at our 1998 fall conference. Expanding his agenda a bit more, Jeff will touch on a number of key factors which contribute to your overall wellness, including nutrition and its relationship to stress (“it’s a whole lot more than just caffeine and sugar”, states Jeff), exercise, and most-importantly, relaxation through imagery and meditation. By the end of the workshop you will have some practical strategies to improve your personal and professional wellness.

Workshop #2: 3rd CONSECUTIVE OHIO RESIDENCY OFFICERS UPDATE

Thursday, July 22, 1999, 10am-3pm

Your facilitators:

Ken Peters and Dawn Wallace-Pascoe, Residency Officers, The Ohio State University

Jim Hamberg, Director of Records and Registration, Columbus State Community College

Ken, Dawn, and Jim will facilitate an open discussion about residency issues facing 2 and 4-year institutions across the state. Jay Johnson and Beverly Farmer, Ohio Board of Regents, will serve as consultants, for what will be a great opportunity to network with other “residency folks” out there. Come and hear an OBR update, learn more about enrollment audits, and bring your own topics to the workshop to find out how other schools address residency guidelines.

Workshop #3: BEYOND Y2K: PREPARING FOR 2010

Thursday, August 12, 1999, 10am-3pm

Your facilitators:

Cass Johnson, Director of Admissions, Otterbein College

Dave Sauter, Registrar, Wright State University

Tally Hart, Director of Student Financial Aid, The Ohio State University

Steve, Schissler, Bursar, Xavier University

What will our offices look like 10 years from now? Will we have “offices” or will services be all user-based, and campuses one large service center? Will current staffing patterns based on telephone and in-person transaction shift to accommodate web business? As the “silos” of responsibility begin to break down, what reporting and service lines will take their place? And what about CQI, IPEDS, data warehousing, distance learning, direct-deposit fee payment, service 24 hours a day...and the list goes on! Come and take part in an exciting opportunity to pave the way of our future...a “think tank” session designed to present questions, thoughts, and ideas, about what the future holds for our offices, and how we can work together to shape our service to meet the needs of our customers in 2010. This workshop will conclude with the write-up of a “white paper” to share with the various professional organizations, followed by a pre-conference workshop at the OACRAO conference in November, to both share the results and solicit more feedback.

OACRAO WORKSHOP SERIES - SUMMER 1999
at Columbus State Community College

The three OACRAO summer workshops are listed below. They will all take place at Columbus State Community College. All workshops begin at 10am, but continental breakfast and “check-in” will begin at 9:30am. All workshops will end by 3pm or earlier.

Please be sure to complete all the registration information requested below, pertinent to the workshop(s) you wish to attend. There is a \$25 registration fee per person for each workshop. You may also register on-line at <http://www.oacrao.ohiou.edu/>.

1. Complete the following (Print, please):

Name:		
Title:		
Institution:		
Address:		
City:	State:	Zip:
Telephone: ()	Fax:()	E-mail:

2. Please register me for the following workshop(s). Check those that apply.

Workshop No.	Description, Date, Time	Fee	—
1	A PRESCRIPTION FOR WELLNESS: AT WORK AND AT HOME WEDNESDAY, JUNE 30, 10 AM-3 PM	\$25	
2	RESIDENCY OFFICERS UPDATE THURSDAY, JULY 22, 10 AM-3 PM	\$25	
3	BEYOND Y2K: PREPARING FOR 2010 THURSDAY, AUGUST 12, 10 AM-3 PM	\$25	
	TOTAL (Checks payable to OACRAO)		

3. Fax, e-mail, or mail this form to:

Martha Hicks, Admissions
The Ohio State University
1344 Lincoln Tower
1800 Cannon Drive
Columbus, Ohio 43210

Fax: 614-688-3593

E-mail: hicks.2@osu.edu

4. Send payment (Payable to OACRAO) to Martha Hicks at the above address.

Confirmation of your participation (location, map, and parking information) will be sent directly to you as the date of your workshop(s) gets closer.

5. Questions???? Please call or e-mail Martha Hicks at the numbers



OACRAO 1999 in Athens Absolutely!

Plans for the 1999 OACRAO annual meeting are well underway. Please mark your calendar now for November 3, 4, and 5, 1999 and make plans to attend OACRAO '99 in Athens, Ohio. This year's meeting will be held on the campus of Ohio University in Athens. The Local Arrangements Committee, comprised of 21 members representing Hocking College, Marietta College, Ohio University, Shawnee State University, and the University of Rio Grande, has been meeting regularly and is planning an OACRAO meeting to remember Absolutely!

The Program Committee has been hard at work, too. Program sessions include everything from "How to make your campus FERPA compliant" to "International Students: Transcript and Transfer Issues" to "101 Ways to Master the Information Overload." Stimulating and informational sessions will be offered. Absolutely!

The Vice President for Workshops also has been busy. Four workshops will be offered Wednesday morning. Learn new things Absolutely!

Now, to the important "fun stuff." It has been forty years since OACRAO was held in Athens. We hope to have some former Ohio registrars attend. Renew acquaintances Absolutely!

All program sessions will be held at the John Calhoun Baker University Center at the heart of the campus. Two conference inns have been identified-- The Ohio University Inn and Conference Center and The Amerihost Inn. Shuttle service will be provided between the inns and Baker Center. The pre-conference workshops will be held at The Ohio University Inn and Conference Center. Experience the Athens area Absolutely!

Wednesday evening has been designated Spirit Night. Dig out your old college attire or wear a sweatshirt from your current institution. Remember an old college fight song? Bring it along. The Singing Men of Ohio will perform and invite you to sing along. Remember your college days and enjoy the campus experience of Ohio University Absolutely!

Thursday evening will be an event to prepare you for AACRAO 2000 in New Orleans. Welcome to Jeudi Gras! This will be fun. Bourbon Street has been temporarily relocated to the Charles J. Ping Student Recreation Center. We're planning a N'awlins dinner and a jazz band will entertain us. Jeudi Gras (Fat Thursday) Absolutely!

So, watch your mail (and the OACRAO web site, <http://www.oacrao.ohiou.edu>) for your registration form. OACRAO '99 will be an event you won't want to miss Absolutely!

Deb Benton & Jane Pidcock
LAC Co-chairs

..UPDATES...UPDATES...UPDATES...UPDATES...UPDATES..

Air Force Institute of Technology

- Major Barbara Joseph will be leaving AFIT as Director of the Admissions/Registrar's Office effective 21 May 99. Her new assignment will be in Honduras working with Army/Navy personnel, and the native citizens of Honduras. An interim director for AFIT has not been officially announced.
- Donna P. Collins replaced Linda Camp as Associate Admissions and Records Officer.

Cleveland State University

- Paula LaManna has been appointed Coordinator of Admissions Information. She had been an Enrollment Services Counselor.
- Nancy Soletti, University Registrar, is leaving CSU and will be going to the Hunter Group (Tampa, FL) as a project director.
- Marion Sofish has joined the Registrar's Office as an Assistant Registrar. She had previously worked in the Financial Aid Office.

College of Wooster

- The College of Wooster is currently seeking an Assistant Director of Admissions, Coordinator of Multicultural Admissions. Application reviews will begin immediately and continue until the position is filled.

Cuyahoga Community College

- Cuyahoga Community College will have IVR (Touch-Tone Telephone) and Web registration available for Fall registration beginning June 28.
- An initial meeting of Ohio SCT Banner schools was hosted on May 14 by Cuyahoga Community College. Several OACRAO members were among the 70 attendees.

Defiance College

- This past year we have had a new building, the Serrick Center under construction in the middle of campus to replace our student union building that will be razed in July. The building will include the food service, meeting rooms, Admission Office, Registration Center, some computer facilities and the Board Room. The Admissions Office will be moving to the first floor of the Serrick Center in August. The Registration Center will be moving to the second floor in October. The Registration Center, which handles the work of the registrar, financial aid and billing offices, has been in operation two years and is working well. Personnel in the Center are trained to answer a student's questions

regarding their bill and financial aid and to register a student for classes. Students appreciate coming to one office and being able to work with one staff member to accomplish all of these things.

Mount Carmel College of Nursing

- Mount Carmel announces the continued accreditation by the Commissions on Institutions of Higher Education of the North Central Association of Colleges and Schools.

Methodist Theological School in Ohio

- Administrators and faculty survived moving all of their offices from the main administration building, Werner Hall, to the new teaching/learning center, Gault Hall. Until December, the offices will be located temporarily in Gault classrooms and conference rooms, while Werner Hall is completely renovated. The major renovation in Werner includes new heating and cooling systems. Also, Admissions & Financial Aid will return to a new location in Werner. When the move back to Werner is completed, there will be 5 new classrooms, all designed and wired for teaching in the age of technology.
- Preparations are also underway for our 37th commencement where 65 people will graduate with master's degrees.

Mount Vernon Nazarene College

- Carson Castleman has been promoted to the position of Assistant Director of Admissions and Rob Stanley to Senior Counselor. Previously, each served as an Admissions Counselors.
- The North Central Association of School and Colleges evaluation team recently visited the MVNC campus. The complete report should be received in a few weeks. Some strengths noted were: a) the entire community shares a deep commitment to one another and to the college's educational mission; b) the campus is spacious, attractive, well-maintained and has a number of state-of-the-art facilities; c) campus-wide technology is unusually strong; d) the institution is financially sound and well managed; e) MVNC has outstanding institutional leadership; f) the college has consistent and strong support by the sponsoring denomination; g) the Executive Center for Lifelong Learning (EXCELL) offers an innovative and high-quality adult degree-completion program at the baccalaureate level; and h) the administration has developed a comprehensive and inclusive planning process and documents.

Oberlin College

- Oberlin's Registrar's Office came live with BANNER WEB

(Con't on page 10)

("Updates....", Con't from page 9)

registration in April. It's been like riding a roller coaster! Academic History Conversion is just around the corner.

Owens Community College

- Ground breaking of the College's new Student Health and Activities Center took place May 12th.
- Martha Morrissey, Specialist Data Entry, joined the Records Office Staff January 19, 1999.

Sinclair Community College

- Brenda Cox has been named the new Records Coordinator in the Office of Registration & Student Records. Nahseam Khavari will take over the Evening Coordinator position vacated by Ms. Cox. Ms. Cox has worked for the office for 3 1/2 years in various part time and full time positions including telephone operator and registration data entry clerk. Ms. Khavari began work as a registration data entry clerk six months ago. Both women bring excellent interpersonal skills and great customer-service records to their positions.
- The Office of Admissions announces that Jim Rhine, longtime Admissions Officer for Outreach, will be leaving Sinclair on June 30. Mr. Rhine's wife, Lisa, works as Sinclair's program manager for disability services, and is expecting the couple's second child in May. Mr. Rhine will be heading home to begin a much favored career of caring for their two children.

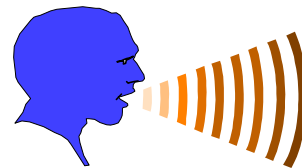
Wright State University

- Following the retirements of six of eighteen office staff and the addition of a degree audit coordinator, the office is now fully staffed and reorganized. Administrative changes were as follows: Todd Brittingham was promoted to Associate Registrar; Joyce Hail was promoted to Assistant Registrar; Tim Donofrio was hired as the Degree Audit Coordinator for the DARwin project. Kathy Belev, Melinda Schneider, and Mina Lundy have joined the office support staff.
- An office renovation is underway to accommodate the addition of Mary Thomas as Veterans Affairs Coordinator, and to improve the office service area. Phase I of web applications is underway to include viewing of student class schedules and grades, as well as ordering transcripts, tracking student financial aid application processes, and on-line viewing of unofficial transcripts.
- The client/ server version of DARS has been selected for implementation and the Degree Audit Coordinator has attended beginning training workshops at Miami University. The DARwin software has been installed on the Novell Network. Currently, we are using a test database built from our Student Information System to populate the student record function. The undergraduate nursing

program was selected for the pilot testing of degree audit. Encoding and testing has begun with anticipated completion of the first academic program in Fall quarter 1999. Analysis and programming has begun on the transfer articulation component of DARwin. Discussions are ongoing regarding the level of integration this system will have with our Student Information System.

Xavier University

- Allen Cole was appointed University Registrar (March 1999) after a national search was conducted following Dave Sauter's move to Wright State University. Allen served 9.5 years in the office at Xavier, most recently as Associate Registrar and Interim Registrar.
- Susan Abel completes her first year as Assistant Registrar for Registration and Scheduling, after serving in Residence Life division at Xavier for the previous 4 years.
- Laura Ruwe was promoted to Assistant Registrar for Student Data Services and Institutional Research (May 1999), after serving 7 years in the office.
- The position of Assistant Registrar for Student Academic Services is being advertised and filled during Summer 1999.
- Mary Jackson was promoted from Transcript Specialist to Curriculum/Certification Specialist for undergraduate students, where she provides degree checkout and transfer credit evaluation services.



Tell Us Your Institution's News!

We are always looking for articles of relevance to our institutions. If you have news that you would like to share, please submit it to your institutional representative so they may forward it to Connie Goodman, newsletter editor. Information may be sent electronically in an e-mail or as an attachment (Goodman.7@osu.edu). If you prefer, you may mail or fax (614/292-7199) a printed version of your submission. Photos may also be included.

Your participation is important to keep all of us up-to-date. Thanks for your help!



OACRAO SCHOLARSHIP COMMITTEE

OACRAO DENIM LONG SLEEVE SHIRT SALE

ORDER FORM

The OACRAO Scholarship Committee is sponsoring a fund raising project to help raise funds to award additional scholarships. We ask your support of this worthy project!

SHIRT DESCRIPTION: Blue denim long sleeve shirt with OACRAO printed in white over the left front pocket. *(This shirt is like the shirt worn by the 1998 LAC in Columbus.)*

INDICATE BELOW THE NUMBER OF EACH SIZE SHIRT YOU ARE ORDERING:

(M) _____ (L) _____ (XL) _____ (XXL) _____

COST: M - L - XL - \$30.00 each - XXL - \$35.00 each

CHECK ONE:

_____ I wish to pick up my shirt(s) at the November OACRAO Conference in Athens.

_____ Please mail my shirt(s) to the address indicated below.

If your order is to be mailed please add \$5.00 per shirt for shipping and handling *(please allow 4 to 6 weeks).*

Please make check or money order payable to: **OACRAO SCHOLARSHIP FUND.**

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

TOTAL NUMBER OF SHIRTS ORDERED: _____

TOTAL AMOUNT ENCLOSED: _____

PLEASE MAIL YOUR ORDER FORM TO: (DEADLINE FOR ORDERS 9-15-1999)

Mary S. Southards, OACRAO Scholarship Committee Member
Assistant Dean
Kent State University-Stark Campus
6000 Frank Ave NW
Canton, OH 44720-7599

FAX: (330) 499-0301 - **PHONE:** (330) 499-9600 EXT. 240 - **E-mail:** msouthards@stark.kent.edu

THANK YOU FOR SUPPORTING THE OACRAO SCHOLARSHIP FUND AND PROMOTING OACRAO BY ORDERING AN OACRAO DENIM SHIRT !

OACRAO NEWSLETTER

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The Ohio State University
1800 Cannon Drive #1200
Columbus, OH 43210-1230

Visit the OACRAO Website at:
<http://www.oacrao.ohiou.edu/>

TO:

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