



**ROCKY MOUNTAIN ASSOCIATION OF
COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS**

COLORADO ♦ NEW MEXICO ♦ WYOMING ❖ SUMMER 1999 NEWSLETTER

1998-1999 Executive Committee

Jeffery Bunker, President
University of Northern Colorado
jbunker@unco.edu
(970) 351-1840

Luz Barreras Ross, President Elect
*New Mexico Institute of Mining and
Technology*
lross@admin.nmt.edu
(505) 835-5133

Barbara Todd, Past President
University of Colorado - Boulder
barbara.todd@registrar.colorado.edu
(303) 492-8669

Lynn Denzin, Vice President-
*Colorado Metropolitan State College Of
Denver*
denzinl@mscd.edu
(303) 556-8551

Jim Ratliff, Vice President - New Mexico
San Juan College
ratliff@sjc.cc.nm.us
(505) 599-0320

Rebecca Macon, Vice President - Wyoming
University of Wyoming
rebeccam@uwoyo.edu
(307) 766-5724

Vicki Hernandez, Secretary
University of Northern Colorado
vhernand@unco.edu
(970) 351-2881

Dean Bartow, Treasurer
Laramie County Community College
dbartow@mail.lcc.whecn.edu
(303) 778-1154

Jane Grzybowski, Historian
University of Wyoming
grzy@uwoyo.edu
(307) 766-5160

Jack Pommrehn
1999 Local Arrangement Chair
University of Denver
reg01@denver.du.edu
(303) 871-3897

Sally Page, Newsletter Editor
University of Colorado - Boulder
sally.page@registrar.colorado.edu

From the President

I am reflecting back on this past year as I write this message to you. This will be my final message as President of RMACRAO. Serving you has been a privilege and honor. Thank you for placing your trust of the Association in me. I have learned much during the past several years. I thank you for that opportunity.

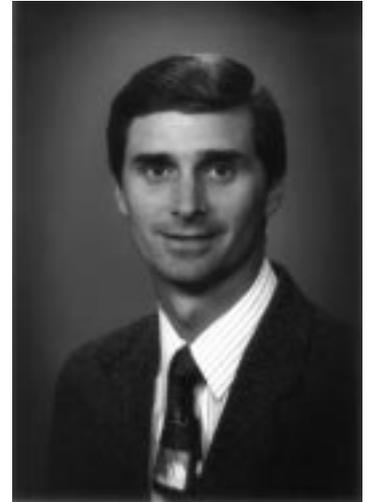
It is my belief that the Association is as strong or stronger than any time in its past. As we have learned from AACRAO, it is not so much the strength of the Executive Committee that is important for an organization to thrive; rather, it is the strength of the members. This is where you come in. RMACRAO is a volunteer organization. This can be the strength of the organization or the weakness. In past years RMACRAOans have stepped-up and shared with the profession. I have only confidence that this will continue and that the Association will continue to thrive.

It was nice to see many of you at the AACRAO Annual Meeting. The regional reception was very well attended and many old acquaintanceships were renewed. The sessions were well prepared and the annual meeting a success. At the business meeting, the voting membership approved the annual dues at \$165 for the upcoming year. This will assure that AACRAO's fiscal recovery continues.

I hope to see all of you in Denver July 21-23 for the RMACRAO Annual Meeting. Jack Pommrehn, Cher Downey, Luz Barreras Ross and the program committee have an exceptional meeting planned. It will be very informative with a lot of fun activities and corporate vendors to add to the sessions.

Best wishes!

Jeffery N. Bunker
President, RMACRAO



RMACRAO Web Site: Remember to periodically check the RMACRAO web site at <http://registrar.colorado.edu/rmacrao/> for annual meeting info, calendar of events, member directory, copies of the newsletter, travel grant applications, minutes from Executive Committee meetings, RMACRAO constitution, professional development activities and more!

Vice Presidents' Reports

Colorado - Lynn Denzin

Susan Smith, Registrar at Colorado School of Mines, reports success in their first web registration. Utilizing SCT's Plus Version, the staff were trained in February and made it work by the April deadline. The students like and use this method of registration - which is good since they did not have a choice! If they visited the registrar's office they were walked through the process on PC's. Because the students were registering on the web, the office staff were better able to continue to do their regular office work. CSM previously had a "home grown" kiosk system for unofficial transcripts, schedules, grades and bills, however when they began use of the SCT web product they also switched to SCT kiosk functions. Because of the strict time frame, the product was basically installed as delivered. Next goal for these busy people is to get web for Faculty - allowing faculty to override closed classes or pre-requisites, monitor waitlists, and view their advisees' student information. Web registration was a considerable amount of front-end work but it really paid off in student satisfaction and office efficiency.

The Office of Admissions at **Colorado State University** reports the addition of four new professional staff members: **Elliot Skolnick, Rudy Curiel, Sandy Swaim, and Eric Delehoy**. Elliot is a former instructor in the Intensive English program at CSU and will specialize in recruiting international students. Rudy served as assistant director of El Centro Student Services at CSU and as admissions counselor at CU. He will focus on recruiting both in-state and out-of-state high school students. Sandy has served as marketing director for CSU's Lory Student Center, and will coordinate the development of all admissions recruiting publications. Eric is a CSU grad and has been involved with

the university for over 13 years. He will assist direct mail activities. All of the new staff members are involved in admissions counseling and recruiting.

Val Mead, previous RMACRAO President and current AACRAO VP for Registration and Records Management, has accepted the position of Registrar at Trinity University in San Antonio, TX. Trinity is a selective Liberal Arts and Sciences university with an enrollment of 2500 and endowments in excess of \$500 million. Val will begin her new position on June 1 with a new President to Trinity - Dr. Brazel formerly at Bradley University. Val reports that Trinity is located on a beautiful campus overlooking San Antonio. RMACRAO wishes Val the best of luck in her new job - she will always be a RMACRAOan at heart!

The **Metropolitan State College of Denver** basketball team finished their most successful season ever - playing in the Division II national championship game - alas they lost that game to Kentucky Wesleyan. The MSCD Roadrunners are already being identified as the team to beat next year, with all five starters returning as well as 11 of their 13 players. Jason Johnson, a 6' 10" center from South Dakota sat out this season as a transfer and will be a great addition to next year's team. Coach Mike Dunlap has been at MSCD for two years.

MSCD also announces the selection of **Lynn Denzin** to participate in the Summer Institute for Women in Higher Education Administration held each summer at Bryn Mawr College and sponsored by HERS, Mid-America. The institute is conducted over a four-week period from June 27 to July 23.

New Mexico - Jim Ratliff

In the last RMACRAO newsletter, Lynn Denzin reported about the SCT Banner activity in Colorado. It appears that Banner is also establishing a strong presence in **New Mexico**. **New Mexico Tech, Eastern New Mexico University, Eastern New Mexico University - Roswell, New Mexico Highlands University, and Western University** have all started the implementation process for converting to SCT Banner. **Santa Fe Community College** is looking very closely at Banner, and **Albuquerque TVI** has been a Banner site for some time now. I wish everyone good luck with these conversions. It means a lot of work, but it is nothing that the Admissions and Records professionals in these institutions can't handle.

Norma Blank, my longtime Admissions & Records Supervisor, will be retiring at the end of September. Norma has been at **San Juan College** for more than 26 years, and will be greatly missed by everyone who knows her. Although we hate to see her go, it provides an opportunity for us to restructure the Office of Admissions & Records here at the college. We are also considering other computer options in the near future and are looking for a person with the computer skills that we will sorely need as we continue to enter the new age of technology in our office.

Maureen Scott, of New Mexico State University - Alamogordo, has asked me to pass along their new mailing address. Please update your RMACRAO Directory with the new address: New Mexico State University, 2400 N. Scenic Dr., Alamogordo, New Mexico 88310.

Vice Presidents' Reports

(continued)

Wyoming - Rebecca Macon

At the **University of Wyoming**, we are all jealous of **Jim Mansfield, Director of Admission and Enrollment Management**, as he has announced his retirement. Jim and his wife will be moving to the beautiful state of Washington at the end of summer to be near their children. They have purchased a fifth-wheeler so they can also enjoy some traveling. Jim will be greatly missed. Jim's position has been redesigned with the title of Associate Vice President of Enrollment Management and Director of Admissions. A search committee is currently reviewing applications for this position.

This past year the **UW academic colleges** have been involved in academic planning. The plan has gone through several revisions and will be voted on by the Trustees in July. At that time, the Divisions of Administration and Finance and Student Affairs will begin putting together their plans to support the academic plan. On top of this, the campus is preparing their ten-year review for NCA. Subcommittees have been meeting this past year and are in the final stages of writing the report. It's been a challenging time with both the academic planning process and NCA review taking place at the same time.

The **UW Office of Registration and Records** is working hard to bring up Web registration so that it will be available this fall; and the **Office of Admission** is getting ready to have their application for admission available through Hole in the Wall (our Web interface).

We Remember Some of Our Friends

Douglas R. Johnson, Director of Admissions and Records Emeritus at the University of Colorado at Colorado Springs, died March 8, 1999 at his home in Colorado Springs. He was 73. He was the first University of Colorado staff member to ever be formally recognized with the "Emeritus" title by the University Board of Regents.

Doug was born March 12, 1925 in Green River, Wyoming. He was married to Jane Eaton Brockley. Doug was a graduate of the University of Wyoming and the University of Northern Colorado.

Mr. Johnson was an avid sailor, member of the Rampart Range Kiwanis Club, and very active in St. Michael's Episcopal Church.

Doug's background included service as a science teacher, guidance director, admission counselor, field counselor, Director of Development and Public Relations, Associate Director of Admissions, and (from 1970 to 1990) Director of Admissions and Records at CU - Colorado Springs. These years included extensive service to AACRAO, CWACRAO, RMACRAO, and the Colorado ACT Council.

On a personal note, Doug was a tremendous asset to our profession and to those of us who were lucky enough to work for him or with him. He epitomizes what we mean when we talk about honesty, integrity, and compassion. He was always there for his friends and others.

Memorial contributions may be made to the St. Michael's Episcopal Church Organ Fund in Colorado Springs or to the Douglas R. Johnson Legacy Lectureship Endowment at the University of Colorado, P.O. Box 7150, Colorado Springs, CO 80933-7150.

Claudine (Waterbury) Fisher passed away on March 14, 1999 at the age of 82. Claudine retired in 1977 as Associate Director of Admissions and Records after a career at Colorado State University spanning over 28 years.

In 1939 Claudine started work at Colorado A&M as a state civil servant in the Registrar's Office. She was one of four staff members at that time. Her duties included checking the progress of each student and determining honor graduates each year. She left during World War II to accompany her husband. In 1950 Claudine returned to CSU and accepted the position of Assistant Registrar where she became the university's specialist in evaluating international credentials. She was very active in the National Council of Evaluation during her many years with AACRAO. Claudine was president of CWACRAO (Colorado/Wyoming Association of Collegiate Registrars and Admissions Officers) in 1958.

She was part of the dedicated group of people at Colorado State and other institutions in the U.S. who helped World War II veterans achieve their educational goals. Claudine was one of the pioneers in Colorado higher education and saw tremendous changes in technology, student demographics, and education in general. She will be missed by CSU.

RMACRAO 1999 Annual Meeting

A Rocky Mountain High, Denver '99 -- The Last RMACRO Conference of the Millennium!

If you won't be around for the end of the next millennium when RMACRAO convenes its annual conference, come to Denver as we gather to end this one. The annual meeting, July 21-23, will be packed with great sessions, activities, and vendors.

We have been waiting nearly a year to send out this invitation. The conference has so much to offer as does the growing Denver metropolitan area. Heck, you may want to come early or stay late or both.

If you haven't made your reservation at the Sheraton Four Points Hotel, you may want to get that done since the number of rooms are limited at the \$72 rate, plus tax. The address is 600 S. Colorado Blvd., Denver, CO 80246. The telephone number is 303-757-3341, fax 303-782-0272.

President-Elect Luz Barreras Ross and the Program Committee have terrific sessions lined up. They've arranged for LeRoy Rooker to present a FERPA update, and Darren Bakst will present a session on the Center for Law in Higher Education (CLHE). Pete Morrell will present a dynamic keynote address on the topic of interest to everyone, "Balancing Your Life". Other informative sessions are planned, including a vendor track, all of which will be interesting to both admissions and registrar staff members. You'll be receiving a preliminary program with more details in the mail very soon.

Several special events are also being planned. The President's Reception on Wednesday evening will be at the

Phipps Tennis House with tours available of the Phipps Mansion. In June 1997, the Summit of Eight world leaders came to Denver. Their first meal together was at the Phipps Mansion. You can sit in the same chair used by your favorite world leaders even if two of them have been replaced. The reception will end at 7:30 so you may explore Denver.

Thursday evening is RMACRAO's special event. Two double-decker buses have been rented to take us for a tour of Coors Field, home of the Colorado Rockies. This "Behind the Seams" tour is about a mile long and takes 75 minutes. The tour includes the concourse areas with its Club Level, Suite Level, Press Area, Visitors' Clubhouse, and dugout.

Then we go to nearby Dick's Last Resort for a buffet followed by taking our busses to the new Denver Pavilions. This is your change to shop and look around. You can walk or ride free down the 16th Street Mall. We will end up at a club in LoDo around 9:30 and return to the hotel on our buses at 10:00.

There are so many things to do in Denver! The Colorado's Ocean Journey, a 93 million-dollar aquarium will open in June. The advance word is that this will be a fabulous experience. The Six Flags Elitch Gardens Theme Park is nearby should you need some excitement.

The Museum of Natural History, the U.S. Mint, the Denver Zoo, Botanic Gardens, Coors Brewery – well it goes on and on.

A suggestion is to spend some time on the web checking out <http://denver.org>.

President's Call to the Annual Meeting

I, Jeffery N. Bunker, President of the Rocky Mountain Association of Collegiate Registrars and Admissions Officers, do hereby issue the call for the twenty-third Annual Meeting to be held July 21-23, 1999 in Denver.

The Annual Meeting will supply sessions that provide professional training and new insight into meeting the challenges of our profession. President-Elect Luz Barreras Ross and her committee have worked hard to create a program that will be stimulating and progressive. Guests of special note are our AACRAO representatives, LeRoy Rooker from the Department of Education, and Darren Bakst from the Center for Law in Higher Education (CLHE). Jack Pommrehn and Cher Downey, as the LAC, have worked hard so that everyone can enjoy the variety of activities available in Denver, Colorado. Additionally, with assistance of RMACRAO Past-President Charlie Selden, a special invitation has gone out to all Past-Presidents to attend this year.

I hope to see you in Denver this July!

Historian's Report

Once again, as I am writing this, it is snowing outside, and I am anxiously looking forward to warmer weather! It is definitely springtime in the Rockies!

For my last article as Historian, I pulled out the oldest folder. The years in the CWACRAO (Colorado/Wyoming Association of Collegiate Registrars and Admission Officers) folder were 1930-1948. The first years in which any records were kept.

The pages are yellow and ragged around the edges and some of the print has begun to fade. The pages are carefully typed and everyone is formally referred to as "Mr." and "Mrs."

In 1930, the spring meeting was held in Boulder. Nine institutions were represented: University of Colorado, University of Denver, Colorado Agriculture College, Colorado State Teachers College, Colorado State School of Mines, Colorado College, Adams State Teachers College and University of Wyoming. Entrance requirements were discussed as to how to make them flexible enough so that not too many students were turned away. Meetings with high schools were set up so that the CWACRAO representative (Mr. Carson) could talk about introducing the use of a uniform entrance blank. This would be used to bring about a more uniform practice to acquire necessary information about the incoming student. A general discussion of this followed and it was discovered that before a uniform entrance blank could be insisted upon, friendships between the high schools and CWACRAO must be cultivated. This subject certainly has evolved! What would we all do as far as recruitment without the great relationships with our high schools?

Other items I came across in the folder included, "Establishing Credit by Exam". Mrs. Snyder said, "At the University of Colorado, credit by exam is handled through heads of department and the Deans office. The student must convince the Dean that he has had some definite training before he is allowed to take examinations. The major professor decides whether or not the student may take the exam, but the Dean has the power to endorse the credit." Mrs. Morrow of Colorado College said, "We do not give any credit unless the candidate has certified credentials or takes particular examinations for credit." Mr. Nelson of University of Denver said, "We have not had many of these cases. Deans and the Registrar would act as a committee but without some evidence of work done, we would not approve an exam. Such cases have not arisen." Mr. McCracken reported for Colorado Agriculture College, "Students from the high schools with fine training in English, etc. can get credit for one half year of English, and if the head of the department thinks the student has a chance to pass this exam, it is permitted." Mrs. Wilkerson for the School of Mines stated that, "This is handled by a faculty committee." Mr. McWhinnie from the University of Wyoming, "We try to safeguard this matter by requiring some work here first. We require the head of a department to make the request to the Dean for permission to give the exam."

In 1931 at the Spring CWACRAO meeting that was held at Loretto Heights College, it was suggested that each school form the practice of sending every transcript presented by a student back to the institution for verification.

Even at the very beginning of what we now know as RMACRAO, that wonderful support system was so prominent. It does nothing but get better with each year.

As Historian these past 2 years, I have learned so much about RMACRAO. I have enjoyed rummaging through the archives and feel like I know these people that I have never met! I am once again looking forward to our Annual Meeting in Denver in July (when it will be WARM)!

For those of you who have been involved with RMACRAO for awhile and who will be at the annual meeting in Denver, I have a favor to ask: I am going to bring the RMACRAO photo album with blank labels next to pictures. If you could help identify some people in the photos, it would be great!

—Jane Grzybowski, *Historian*

Student Privacy Symposium

RMACRAO is pleased to announce that LeRoy Rooker will be featured at the "Symposium and Roundtable on Student Privacy: Law, Technology, and Best Practices." He will be doing a comprehensive and unique advanced FERPA workshop on the last day of the Symposium that will be held in Colorado Springs on July 18-20.

CLHE (Center for Law in Higher Education) is sponsoring the Symposium. You can see the topics that will be covered and also register at <http://www.clhe.org/symposium.htm>.

RMACRAO members wishing to attend the Symposium may do so at the reduced rate that is publicized on the web.

Staying Power!

Historian, Jane Grzybowski, took a look at the 1983 directory and compared it to the 1998 directory. The following names showed up in each directory indicating that they've been in RMACRAO for 15 or more years. Realizing that this is not a scientific approach, and that it is prone to some erroneous omissions or inclusions, it remains a fun glance at RMACRAOans' "staying power."

Colorado

Colorado College

- Terrance Swenson, Dean of Adm./F.A.
- Marlys Tree, Asst. to Director of Adm.

Colorado School of Mines

- A. William Young, Dir. of Enrollment Management/Asst. VP Student Life

Colorado State University

- Stephen Dahl, Assoc. Registrar
- Mary Ontiveros, Director of Adm.
- Don Tollman, Asst. Dir. Adm., Denver
- Tillie Trujillo, Assoc. Dir. of Adm.

Fort Lewis College

- Sheri Rochford, Dean of Dev./Alumni
- Harlan Steinle, VP of Inst. Adv./Dean of Adm.

Metropolitan State College of Denver

- Thomas Gray, Registrar
- Jeffrey Johnson, Associate Registrar
- Michael Miera, Assoc. Dir. of Adm.

Pikes Peak Community College

- Beth Lebsock, Asst. to VP for Educ. Services

Red Rocks Community College

- Robert Schantz, Dir. Recruit./Outreach

Regis University

- Paul Max, Assoc. Director of Adm.
- Penny St. John, Director of Adm.

University of Colorado - Boulder

- William Haid, Registrar

Univ. of Colorado - Colorado Springs

- Randall Kouba, Dir. of Adm./Records
- James Tidwell, Asst. Adm. Director

Univ. of Colorado - Health Sciences Ctr.

- Phyllis Arrington, Program Asst. II
- Judith Boss, Registrar/Asst. Dir. of Student Services
- Dr. David Sorenson, Director of Adm. & Student Services
- Audine Williams, Program Assistant II

Review of the AACRAO '99 Annual Meeting

The AACRAO 1999 Annual Meeting in Charlotte in April was a great success. It was filled with informative sessions and workshops. There were also several special guest speakers worth noting. Keynote speaker Representative Donald Manzullo (R-IL) kicked off the meeting. He shared his views about the impacts of regulatory impositions on colleges and universities, as well as addressed the new reporting burdens imposed on institutions by the IRS. Besides reiterating his commitment to repealing the reporting requirements associated with the Hope and Lifetime Learning tax credits, Rep. Manzullo challenged the membership to contact their members of Congress about the impact of unfunded mandates and invite them to our campuses to see these impacts first hand. He also talked about the importance of making our college and university presidents understand what these new mandates mean to our offices and our institutions. Charles R. Babcock, member of the investigative staff of The Washington Post, and Douglas Lederman, Deputy Managing Editor of The Chronicle of Higher Education, were featured speakers at a free lunch meeting and provided members with an update on state and federal issues related to higher education. Stanley O. Ikenberry, President of the American Council on Education, was the keynote speaker at the closing plenary session. He delivered a Keynote Address, "Higher Education: Vision and Values."

At the Business Meeting, all of the proposed changes to the AACRAO Constitution and Bylaws were approved with the exception of one. The proposed name change to the "Association of Collegiate Registrars and Admissions Officers (ACRAO)" did not receive approval by 80% of the membership as needed to pass.

In addition, continuing the dues at the \$165 level was approved by the membership for another year.

A highlight of the Business Meeting was the passing of the gavel to the 1999-2000 President of AACRAO, our own Bill Haid, Registrar at CU-Boulder. Be sure to read his first presidential address on the AACRAO web page.

The RMACRAO reception at the Annual Meeting was also successful and attended by many. We're all looking forward to AACRAO 2000 in New Orleans!

University of Denver

- Phyllis Bay, Assistant Registrar
- Jack Pommrehn, Registrar

University of Northern Colorado

- Ben Trujillo, Assoc. Director of Adm.

New Mexico

College of the Southwest

- Glenna Ohaver, Director of Educ. Serv.

Eastern New Mexico University

- Larry Brock, Director of Admissions
- Larry Fuqua, Registrar

NM Highlands University

- John Coca, Director of Admissions

New Mexico Junior College

- Robert Snow, Dean of Adm. & Records

New Mexico Military Institute

- Lt. Col. Robert Shea, Registrar

Northern NM Community College

- Mike Costello, Dean of Student Serv. and Registrar

University of New Mexico

- Fred Chreist, Registrar
- Cynthia Stuart, Director of Adm.

Wyoming

Casper College

- Lynn Fletcher, Registrar & Coord. of Enrollment Services

Eastern Wyoming College

- Billy Bates, Dean of Students

Laramie County Community College

- Joe VonSeggren, Registrar

RMACRAO at AACRAO '99



AACRAO Travel Grant Recipients: Gloria Portis (CU-Boulder), Nolan Oltjenbruns (CSU), Darlene Lucero (UNM), and Jack Mack (UM).



Bill Haid, AACRAO President, and his wife Joan talking with Jerry Sullivan, AACRAO Executive Director, and others at the RMACRAO reception.



Randy Kouba (CU-Colorado Springs) and Jeff Bunker (UNC) discussing important registrar business!



Matt Gallegos (NMSU) and Kathleen Sena (UNM) breaking in first-time attendee Darlene Lucero (UNM) at the RMACRAO reception.



Mark Flower (CU) and Kathy Fields (UM) introducing her daughter Zoe at the AACRAO opening night reception.



Fellow RMACROans enjoying the opening night reception: Gloria Portis and Sally Page (CU-Boulder), Cher Downey (DU), Jackie Freeze (WWC), and Ronna Johnston (UNC).

RMACRAO

RMACRAO Executive Board Elections

The RMACRAO executive board has assembled an excellent slate of candidates for officers this year. Ballots will be sent by mid-May and must be returned no later than May 31, 1999. Ballots will be sent to the contact at your institution. The contact person will return the completed ballot after discussion with the members from their institution.

The candidates for each office are:

President-Elect

- Linda King, Director of Admissions, Casper College, Casper, WY

Vice-President for Colorado

- Cher Downey, Director of University Registrations, University of Denver, Denver, CO
- Christie Kangas, Director of Admissions, University of Southern Colorado, Pueblo, CO

Vice-President for Wyoming

- Tamara Lehner, Admissions Counselor, University of Wyoming, Laramie, WY

Treasurer

- Nolan Oltjenbruns, Assistant Registrar, Colorado State University, Ft. Collins, CO
- Kathleen Sena, Associate Registrar, University of New Mexico, Albuquerque, NM



University of Colorado at Boulder

Office of the Registrar

105 Regent Administrative Center
Campus Box 7
Boulder, Colorado 80309-0007