



ROCKY MOUNTAIN ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

COLORADO ♦ NEW MEXICO ♦ WYOMING ❖ WINTER/SPRING 2005 NEWSLETTER

2004-2005 Board of Directors

Scheherazade Downey, President
University of Denver
cdowney@du.edu
(303) 871-4996

Mary Angell, President Elect
College of Santa Fe
mangell@csf.edu
(505) 473-6322

Tamara Lehner, Past President
University of Wyoming
tlehner@uwyo.edu
(307) 766-5160

Sherri Waggoner, Vice President - Colorado
Fort Lewis College
waggoner_s@fortlewis.edu
(970) 247-7376

Brad Bankhead, Vice President - New Mexico
New Mexico State University
brad.bankhead@nmsu.edu
(505) 646-5089

Tammy Aagard, Vice President - Wyoming
University of Wyoming
taagard@uwyo.edu
(307) 766-5273

Robert Hensley, Secretary
University of Wyoming
hensley@uwyo.edu
(307) 766-5724

Edwin Preble, Treasurer
New Mexico Military Institute
preble@nmmi.edu
(505) 624-8071

Steve Ellis, Historian
University of Colorado at Colorado Springs
sellis@uccs.edu
(719) 262-3375

Sally Page, Newsletter Editor
University of Colorado at Boulder
sally.page@colorado.edu
(303) 492-2464

Vince Calvo, 2005 Local Arrangements Chair
University of Colorado at Boulder
vince.calvo@colorado.edu
(303) 492-6690

From the President

Warmest wishes and greetings to all!

With winter soon behind it is time to begin looking forward to the delights of spring: birds chirping, the laughter of students in the sun, campus tours for prospective students and – before we know what has happened – the headiness of final exams and commencement exercises. In the blink of an eye we will be able to say we have successfully completed another academic year and given our congratulations to a new crop of graduates. In the mean time we all have lots of work to do. Our profession is both demanding and satisfying. I would like to think that our fine-tuned operations, our attention to detail and the support we give to our students and faculty provide the

structure that is the veritable backbone of our institutions. From recruiting to matriculation to graduation, we keep the cogs of the wheel oiled as the academic cycle begins, completes, and begins again. Our academic seasons flow with the seasons of nature. Keeping the parts oiled, our ideas fresh, and our processes up-to-date is hard work and we often find ourselves wrapped in our own institutional blankets.

As this spring approaches, whether you are dealing with software implementation or finding the means by which to comply with new legislation, I challenge you to throw off the blanket and peak outside. It is exciting to discover all that is there. It is amazing how revitalizing it can be to reach out, network, and make new friends. RMACRAO offers all of us tremendous opportunities for professional and personal development. We just need to make the choice to leap and open ourselves to new experiences. There is so much to be learned from each other! An excellent way to begin that process is to get involved. Have you ever attended an annual meeting? If not, perhaps it is time. RMACRAO offers travel grants to first-time attendees for both the AACRAO and RMACRAO annual meetings. We have budgeted twelve \$100 travel grants to be awarded to two first-timers from each state for each meeting. During these times of tight budgets and of finding ways to do more with less, the grants are a great way to help your institution cover your professional development expenses. If you or someone you know is planning on attending the RMACRAO annual meeting this summer and it's their first time, encourage them to apply for a travel grant. **Vince Calvo**, Local Arrangements Committee chair and his committee are working hard to bring you one of the best meetings yet — so get ready to “Be Bold in Boulder! Boulder is an awesome place to visit and the Millennium Hotel is fabulous. Outdoor activities are being planned so that we can take advantage of the hotel's lovely grounds.



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Vice Presidents' Reports

Colorado - Sherri Waggoner

Colorado State University continues its steady progress toward implementation of SCT's Banner student and financial aid software packages for fall 2006. Functional staff members in a number of offices have responded to the immense challenges of this project, while still managing the needs of the current system and providing high levels of customer service. We have also valued our ability to draw on the expertise of our colleagues throughout the RMACRAO region who have been down this road ahead of us.

Colorado State also has a number of staff members whose time is now consumed with the details of implementing COF (College Opportunity Fund). Our particular challenge involves the need to plan for two separate implementations: for the upcoming academic year in our current student system, and again in Banner for the following academic year and beyond. It's all part of the joy of living and working in Colorado!

The Office of Admissions at Colorado State is happy to announce the addition of two new staff members. **Morris Price** comes to admissions with 17 years' experience in higher education. He most recently served as director of University, College and Community Relations for the Daniels Fund, a college prep program that targets college-bound, low-income, and under-represented students. As an associate director in admissions, Morris will be responsible for developing and overseeing non-resident recruitment in addition to general admissions counseling, recruiting, and application review.

Carl Einhaus comes to Colorado State from Western Michigan University where for more than five years he served as an assistant director of admissions. Prior to that, he was a hall director at Stony Brook University in New York. Carl graduated from

Western Michigan with a master's degree in student personnel and higher education. As an associate director in admissions, Carl supervises the application processing staff and assists the office with the transition to a new student information system.

Erica M. Burnside was recently named admission counselor for multicultural recruitment at **Fort Lewis College**. Erica has been an assistant resident director and resident assistant with Fort Lewis College housing. As a student, she was involved in programming, volunteering and organization of campus events with groups such as Sociology Club, Newman Club, and Food Not Bombs. Erica spent a semester in Chihuahua, México learning about Mexican culture and literature while assisting the Los Alamos pueblo elementary and middle schools as an English instructor with the Fort Lewis College sociology department México program. Following the México program, Erica received an internship with Los Compañeros Latino Resource Center in Durango, CO. In her new position, Erica will take a lead role in recruitment efforts within groups underrepresented in college enrollment, beginning with Native American reservation schools and area schools with high minority/Latino populations. Erica is a member of the Navajo Tribe and received a bachelor's degree in sociology from Fort Lewis College in 2004.

The University of Colorado consolidation study committee has recommended moving forward with the consolidation of the **University of Colorado at Denver (CU-Denver)**, and the **University of Colorado at Health Sciences** into a single academic entity. This is an unprecedented opportunity for the University of Colorado to create a great twenty-first century urban research university. The consolidation will enhance teaching and research programs in the combined entity, increase synergy across disciplines and

stimulate access to important new sources of funding, as well as have a positive economic impact on the Colorado economy.

The **University of Colorado at Denver and Health Sciences downtown campus** is pleased to welcome **Thomas Hartman** as the associate registrar. Formerly, Thomas was at Aims Community College, and brings over twelve years experience in higher education, with depth and breadth in enrollment management expertise.

CU-Boulder, as well as the other CU campuses, are preparing to assign system generated ID numbers for any student who has a SIS (Student Information System) record dated 1980 or later and is using their social security number as a student ID number. In June 2003 we started assigning system generated SIDs to incoming students, and now it's time to assign them to the rest of our students. This conversion will take place on April 9th. Each campus is taking care of notifying their students of the upcoming change of SID numbers and the different ways students will be able to get this information. At CU-Boulder, students can use the SID look-up link available in web registration (student's just need to know their SSN and PIN in order to find their SID). In addition, CU-Boulder will also start displaying the new SID for students in late March in the student web portal.

All the **CU campuses** are also working on implementing COF (College Opportunity Fund). Lots of information has already gone out to undergraduate resident students about COF and that they need to apply to CAN (College Access Network). The next step is to have eligible students authorize the COF funds to go to CU when they register for fall semester courses. This step will be part of the web registration process.

Vice Presidents' Reports (continued)

New Mexico - Brad Bankhead

Editorial from **Brad Bankhead**, associate vice president of enrollment management at **New Mexico State University**: I'm aware that many of you are butt deep (can I say that?) in Banner like we are here at New Mexico State. Most of us, including me, don't have the budget to attend Summit in Hawaii, but there are some upcoming SETA regional conferences that are less expensive and could prove helpful. This is not a plug for SunGard SCT, but rather a friendly reminder of the benefits of enlarging your colleague pool for commiseration purposes when migrating, converting, or simply maintaining your student information system. My understanding is that the Midwest Regional may have the highest concentration of current Banner users, but SETA West to be held in Salt Lake is the one probably closest to most of us. Of course, we can always just sit around the pool in Boulder this summer and cuss and discuss Banner implementation as well. Kathleen Sena from UNM has volunteered to lead the discussion by the pool.

Seriously, as a thought, we may want to look at some options for formalizing a Rocky Mountain users group in the future. In the meantime, I've listed below the upcoming regional conferences and more information is available at www.sct.com/seta.

- SETA Southeast 2005, Tampa, FL, April 10 - 12, 2005
- SETA Midwest 2005, Louisville, KY, April 24 - 26, 2005
- SETA Central 2005, Little Rock, AR, October 2 - 4, 2005
- SETA West 2005, Salt Lake City, UT, November 6 - 8, 2005

The **University of New Mexico** offices of admissions, registrar, recruitment, and financial aid along with many others are in the midst of implementing SCT Banner Student System modules. Lots of hard work has already gone into the implementation process with much, much more to come! Folks like **Gloria Manzaneres** from admissions, and **Rose**

Bennett, Darlene Lucero and Alec Reber from the registrar's office have been reassigned from their respective offices to the project to be the team leads for the various modules being implemented. In the mean time the staffs back in the home offices are working to help the team leads look at, analyze, and make decisions about how we will utilize Banner to better serve our students and faculty. Everyone is on board to make the student system implementation a great success.

Admissions will go live in October 2005, with catalog and schedule following close behind in November/December. Registration and academic history will go live in April 2006.

Other big news from UNM Albuquerque, **Cynthia Stuart**, director of admissions has announced her retirement after being associated with UNM for 30 years. We all wish her lots of fun adventures, and thank her very much for her time, energy, and commitment she has shared with UNM for all these years! She has been closely involved with AACRAO at the national, regional, and state level throughout her career. She has been a true leader in higher education and will be terribly missed.

Harold Pope, associate director of recruitment in recruitment services, has also announced his retirement. He will be retiring from UNM in the spring.

Kelly Lloyd has joined the registrar's office as the athletic specialist responsible for the admissions, initial eligibility and continuing eligibility, and all other matters related to and for our student athletes. We are very fortunate to have her as part of our team. Her wealth of knowledge with the NCAA and working with student athletes in several different arenas certainly keeps us on solid ground for this responsibility in our organization. Welcome Kelly!

Tammie Ellis has joined the registrar's office team as our supervisor for student records. Tammie came from financial aid and at one point had been a part of

the registrar's office at NMSU. She oversees all aspects of our student records processes and we're certainly glad to have her here as we implement Banner.

At **New Mexico Junior College**, **Lisa Hardison**, a former recruiter, moved to the position of dean of continuing education. **Sylvia Turrubiates and Leslie Trillo** were hired as new admission specialists in September 2004. Sylvia has been assigned the duties formerly performed by Lisa, and Leslie will work in a newly created position to recruit for designated programs and international students. Sylvia is transferring from the Student Support Services (TRIO) Program at NMJC and Leslie comes from College of the Southwest.

Other news from NMJC:

- NMJC is in the process of converting to SCT Banner. The business office began utilizing the finance module in July 2004 and the student module will go live for summer and fall registration in April 2005. Wish us luck!!!

- The Ben Alexander Student Center at NMJC is undergoing a \$3 million remodeling and expansion makeover. The counseling, registrar, and financial aid offices will move to the expanded facility during the fall semester 2005. The testing center, tutoring services, and TRIO programs will move to the new area, as well. Students will have access to "one-stop shopping" after the move is completed.

- A new \$10 million facility that will house the Lea County Western Heritage Center is being constructed on the NMJC campus. Completion of the project is scheduled for July 24, 2005. The Lea County Western Heritage Center will be an expansion of the current Lea County Cowboy Hall of Fame. The Lea County Western Heritage Center is created to be a multi-functional resource center where numerous learning activities and cultural events occur, bringing people together for interactive educational experiences related to the cultural and natural histories of Southeastern New Mexico.

Vice Presidents' Reports (continued)

- **Dr. Regina Organ**, vice president for student services, and **Dr. Robert Bensing**, dean of enrollment management, both earned a doctorate of education degree from New Mexico State University in educational administration with an emphasis in community college leadership in 2004.

- NMJC will host the **NMACRAO 2006 Annual Meeting**. We look forward to the opportunity to have the New Mexico membership tour our new facilities and experience some southeastern New Mexico hospitality.

The registrar's office at the **College of Santa Fe** is happy to announce that **Laura Nunnely** was named the new associate registrar last October. Laura has six years experience in the registration area. Most recently she served as the assistant registrar at Southwest Baptist University in Bolivar, Missouri. Laura holds a master's degree in English from Southwest Missouri State. Also at the College of Santa Fe, **Sarah Brion** joined the admissions staff as the associate director of admission in January. Sarah spent the last five years in the admissions office at Mount Saint Mary's in Emmitsburg, Maryland. She earned a master's degree at the University of York in England.

Wyoming - Tammy Aagard

Brad Hammond has been named the registrar for **Northwest College**. Brad is a long-time colleague on the admission-side of the house. Congratulations Brad!

The **Sheridan College** board of trustees on Monday voted unanimously to hire **Dr. Paul Young** as the vice president of institutional effectiveness and dean of the Gillette Campus of Sheridan College. He began his tenure at the Gillette Campus in February. Dr. Young, who holds a doctorate in philosophy from Catholic University in Washington, D.C., comes to Sheridan College after having spent the last five years as the chief information officer at the

Wentworth Institute of Technology in Boston. Prior to that he held administrative and faculty positions at Husson College in Bangor, Maine, and at Saint Joseph's College in Standish, Maine. Dr. Young is also a Fulbright Scholar, and serves as a commander in the Navy Reserve. Last fall, he completed three months of active duty in support of Operation Enduring Freedom.

Terry Glaser is the new admissions and career services specialist for Gillette Campus of Sheridan College. Her job consists of providing admissions assistance for new students, as well as recruitment from area high schools. She also assists students with career services, such as career exploration and planning, and resume building. She has been with the college since September 2003 as project assistant, until she was promoted to admissions in November 2004. She received her associate of science degree in secondary education from Sheridan College. Terry is currently working on her bachelor's degree in social science with an emphasis in history and political science at the University of Wyoming Outreach Center in Gillette, Wyoming and plans to graduate in spring 2006. After graduation, Terry plans to begin her master's degree in public administration at UW.

The **University of Wyoming** is in the thick of an implementation of Banner and a new document management system. The document management system is being implemented in seven student services offices. The admission office is using workflow to process student applications. It has been a little rocky, but everyone is working hard to make this a success. UW has been testing EDI with Central Wyoming College. This testing is nearing its end and we look forward to testing with the other community colleges when each is ready.

The admissions office at **Western Wyoming Community College** is busy with spring follow-up travel and on-campus events. We're hosting department events including Business Day, Engineering Expo, Technology &

Industry Day, a Senior Day for high school seniors and their parents, and Get Away Day for high school juniors to be matched with a WWCC college student for the day. WWCC is continuing work to make the campus wireless for students. After adding wireless internet to all on-campus apartments, Mitchell's Cafeteria, Hay Library, and the Whisenand Student Center, we are adding wireless access to the "Main Street" area which includes the information desk, registration and records, housing office, and admissions.

We Need You!

The RMACRAO 2005 Annual Meeting is only six months away and the opportunities to contribute to our regional association abound.

As president-elect one of my responsibilities is to chair the Program Committee. I would like to encourage anyone who is interested to seriously consider presenting a session at our meeting being held in beautiful Boulder, Colorado this summer. What issues and concerns have crossed your desk in the last year? Have you attended any workshops lately that just left you very excited to share the information with others? Who do you know that has been involved in any of the latest trends in higher education and may want to contribute to our member's professional development opportunities?

Serving as a presenter at our annual meeting is a way to become more involved with RMACRAO. So "Be Bold in Boulder" and offer to contribute your skills, knowledge, and talents to the program committee. If you have an idea for a session, please contact me at your earliest convenience (mangell@csf.edu or 505-473-6322). I look forward to hearing from those who would like to be considered for this rewarding experience.

- **Mary Angell, President-Elect**

CAPP Boot Camp

Gathering with my peers in Philadelphia, we found ourselves in the distant-past but familiar role of student. Previous experience with CAPP (Curriculum, Advising, and Program Planning) ranged from “none” to “advanced frustration”. The SCT CAPP training is designed to address all these learning levels, and did so, with varying results. We learned that we are “funky-techs”. We work on the functional side of our institutions, that is, we are “end users” of Banner and CAPP applications. However, we also hold responsibility for the technical structure and maintenance of CAPP. Hence “func-y-tech”.

The CAPP training is comprehensive and fast-paced, which means that a great many components and features of CAPP are covered in a very short period of time. This coverage assisted in filling some gaps in my knowledge, but the most helpful aspect of the training were the anecdotal tidbits offered by the trainer and the participants. There were many pieces of practical experience that I recorded, and attempted to apply to our situation when I returned to Durango.

For example, did you know that when you set up prerequisites in SCAPREQ, that equivalent courses will not be seen as satisfying the prerequisite? Each equivalent course must be entered, i.e. MATH 201 or BA 253 or PSYC 241, etc. However, if you set up CAPP prerequisite checking, the system will use equivalent courses to satisfy the prerequisite.

The training spent a great deal of time focused on the compliance printout and exploring how to “tweak” the set-up for better results. Experimentation with this information had to continue back at the office since SCT did not have printers set up for us to use, but this work has produced enhancements to our WebCAPP printout.

The training answered many questions like “What is that for?” There are many features and functionalities in CAPP that we may not have had time to research and understand. Banner documentation does not always excel at explaining these functions, and the training brushed quickly over many of these features.

An example: Within SMASADJ there is something called Target. I learned that this feature allows you to “target” the use of a course within the degree evaluation, if it has multiple potential uses. So, if ANTH 101 is an option within the major, but also carries a “C” attribute for a Gen Ed requirement, you can specify which one it is to be targeted toward (if the anthropology department says the course can be used for one, but not both). Though basic, this was new info to me.

There were hundreds of such small examples of information that clarified features within CAPP. Another example is SMIAUSE. This form allows you to view all the programs in which you have attached a specific area. For example, if you have created an area for a modern language requirement, and you have attached it to multiple programs, you may wish to review the programs that will be affected before you make changes to that area.

All in all, the training will require many weeks of follow-up, as I try to apply the large amount of information that was shared to the peculiarities of our curriculum. Some of the information has already produced some restructuring of our CAPP coding, while other information confirmed for us that we are on the right path to creating an automated degree evaluation that is intelligible and useful for the whole campus.

Those of you who are working on CAPP are welcome to contact me if you have any questions about the usefulness or relevance of the training, or about specifics within CAPP (970-382-6983 or rader_s@fortlewis.edu). Though I am not an expert, I do feel better informed and am willing to provide any assistance I can to my peers who are struggling with the specifics of implementing CAPP at their campus. I wish to again express my appreciation to RMACRAO for the scholarship that enabled my attendance!

– Sharon Rader

Assistant Registrar, Fort Lewis College
2003-04 recipient of RMACRAO's
Professional Development Scholarship

Peer Review

Ever feel like your drowning in paperwork, policies are out of control, or there's got to be a better way? Your RMACRAO organization has the answer: A Peer Review.

It's always good to get new ideas, try different methods, and gain a different perspective. Click on the Peer Review link on the RMACRAO web site (<http://registrar.colorado.edu/rmacrao>) for a detailed outline of the process and an application. **June 1, 2005 is the deadline** for institutions to apply for a Peer Review for 2005-2006.

RMACRAO in NY

It was so much fun getting dressed up in all our finery and “glitter” last year for the RMACRAO reception in Las Vegas – those who attended surely carry fond memories of the evening. This year we hope to create another memorable night at the **Bubba Gump Shrimp Company** during the AACRAO 2005 Annual Meeting. The restaurant is located in the Midtown West section of New York, within walking distance of the conference hotels and Times Square.

The Bubba Gump Shrimp Company features a unique setting, a combination of Cajun and seafood, and fun decor with memorabilia from the major motion picture “Forrest Gump”. The dynamic, fun, and responsive staff will provide an interactive, entertaining experience for all those attending the reception.

NOTE: In order to keep the RMACRAO budget balanced, there will be a **\$10 fee per person** charged at the door for this year's reception (cash only please). The charge is to cover only the food items (hors d'oeuvres), as there will be a cash bar. Receipts will be provided so you may be reimbursed by your institution.

The reception is scheduled for Wednesday, March 30, 6:30 p.m. – 8:00 p.m. Be sure to bring something with your college's logo on it and leave it with one of the members of the board, so that we can raffle it off at the reception. We're looking forward to seeing you there!

Out of the Past – Historian's Report

Historian's Report

Some predictions about the future of higher education:

1. Fraternities and sororities will be eliminated. They are already on the way out in several universities.
2. Football and other major varsity sports will disappear from athletic programs.
3. Freshmen and sophomores will attend junior college, then move up to universities in their junior, senior and graduate years.
4. The true campus center will become the library.
5. The new technology of teaching will include machines and all communications media, housed in buildings especially designed for that purpose.
6. Regional branches of the Library of Congress will be established through out the country, generally at university sites.

As I look forward to our annual national meeting in a few weeks, in the shadows of the tragedy of 9/11, and our regional gathering this summer in the shadows of the Flatirons in Boulder, a look at the past brought my attention to the predictions above. These were the preface to the keynote address made by Dr. Elmer "Hans" Wagner, Vice-President for Data Management and Research for AACRAO, at the CWACRAO annual meeting held thirty-years ago. 1975 would be the final year of CWACRAO ("quack-row") and our familiar RMACRAO would be formed the following year, when New Mexico accepted the invitation to join CWACRAO. (More details about the first year of RMACRAO can be found in the spring 2000 newsletter article written by historian Darlene Lucero of UNM, which is available on the RMACRAO web site).

A few facts from 1975: That year marked both the 61st Annual Meeting of AACRAO conducted April 21-24 in Minneapolis, MN and the 44th Annual Meeting of CWACRAO held November 12-13 in Colorado Springs and hosted

by the U.S. Air Force Academy. The registration fee for the latter was \$10.00 and hotel room rates were \$14.00 single and \$18.00 double. Two hundred and two (202) individuals registered and appear on the participant list, including representatives from New Mexico.

There were five exhibitors and the business meeting was a dinner event presided over by President Wayne Farley, Director of Admissions at Adams State College. The financial statement shows cash receipts of \$2,195.31 and disbursements of \$1,163.90, with a cash balance of \$1,031.41.

The opening session featured Dr. David Capuzzi of the University of Wyoming speaking on "Do We Say What We Mean? Bridges or Barriers to Students". Breakout sessions and presenters included: "What You Always Wanted to Know About S.E.X (Secondary Education X Change) But Were Afraid to Ask" (Peter Howell and Jack Scott); "Minority Student Attrition: Cause and Effect" (Tom Trujillo); "Admissions Publications: What to Say and How to Say it" (Brigette Anderson); "Intensive English Language Programs for Foreign Students" (D. Jack Pommrehn). In addition, the program began with several shop-talk sessions, including "The Plights of the Transfer Student: Winner or Loser" (Joan Lewis); "Domiciliary or Residents? Issues in Tuition Classification" (Arne Arneson); and "Conversion to Semester Systems – After Thoughts" (Allen Eddy).

Shifting through various agendas, minutes, and letters, it was interesting to see how involved members were in different capacities, including the 12 committees, which included: Junior-Senior College Relations; Population and Enrollment; Constitution; Recognitions; Records Storage; LAC; International Education; High School Counselor Relations; Equal Educational Opportunity; Resolutions; and ad hoc committees on Student Non-Traditional Grading and Legislative Observance.

Also, in July 1975 CWACRAO hosted its first Summer Admissions Institute at

Colorado Mountain College in Glenwood Springs. It was a huge success with 57 participants and the forerunner of the change that would later make the annual meeting a July event in order to accommodate greater participation of admissions staff.

In his keynote address, Dr. Wagner offers an imaginative look into the future and how the college experience – from admissions to registration, to learning and graduation – might be by the year 1984. Presented from the student's perspective, the complete text of his presentation is posted to the RMACRAO web site (under Winter/Spring 2005 at <http://registrar.colorado.edu/rmacrao/Newsletters/04-05.htm>). As you read his essay, think about how many of these seemingly far off and even far fetched notions are now reality.

Those who serve as historian often comment on how the more things change the more they remain the same. Yet, our association has been constant in providing members with opportunities to become involved, learn, share and evolve professionally and have fun doing so. Looking back thirty years, causes me to wonder about predictions for tomorrow, what will the issues be, and what will RMACRAO be thirty-years from now?

Travel Grants for RMACRAO 2005

RMACRAO offers six \$100 travel grants for first-time RMACRAO attendees. If you've never attended a RMACRAO annual meeting before and you're planning to go to the meeting in Boulder this summer, we encourage you to apply for one of these travel grants. Go to the RMACRAO web page at <http://registrar.colorado.edu/rmacrao/> for a RMACRAO travel grant application. Print out the application form, complete it, and send it to your RMACRAO state vice president by **June 1, 2005** to be considered for one of these travel grants.

RMACRAO 2005: Be Bold in Boulder

Get ready and get set for the annual meeting on **July 20-22** to be held at Boulder's Millennium Hotel. Mark your calendars, make your reservations, and tie your shoe laces tight. This year's sessions and entertainment are surely going to keep you on your toes!!!

The **registration fee** will be a very affordable **\$99 until July 8**. After July 8, it will be \$119. Our host, the **Millennium Hotel**, is offering conference room rates of \$109/night (single or double) and \$129/night for garden-view rooms. Plan to bring your family for a getaway that will be worth the travel to Boulderthere are plenty of activities for them to do while you are taking care of business during the conference.

The pre-conference golf tournament will be held the morning of July 20th at the lovely Lake Valley golf course (www.lakevalley.com/index.htm). A pre-conference workshop (for a nominal fee) is also being planned for that morning and details will be sent out soon.

The opening session of the conference will be presented by Bennie Lambert, vice president for student and organizational development at North Harris College in Houston. No matter who or where you are in life, work, school, family, etc.....there is "another" level and a "next" level. Bennie will use humor and real-life experiences to stimulate you to "Take It to the Next Level". Many interesting, dynamic, and dialog generating sessions are being planned for the program, as well as a list of exhibitors to talk with about the hottest products on the market. For both the newcomer and those who have been a part of the organization over the past years – there will be plenty to enjoy, learn, and take back with you to help you do your job. We still have a few spots open for session presentations, so if you have an idea about a session please contact Mary Angell (mangell@csf.edu).

The President's Reception is something you shouldn't miss. The rumors are

true....we are going to have a dunk tank. First on the block is Barb Todd, entertainment committee chair and registrar at CU-Boulder. Several other board members are already on "board" to be "dunked" as well. You too can sign up to be part of the action. E-mail Vince Calvo (vince.calvo@colorado.edu) to be put on the list of dunk contestants. Plenty of laughs are sure to be had at this year's conference as the entertainment committee is making their final choices to keep the smiles and laughs at an all time high!

Registration materials and information regarding speakers, sessions, and exhibitors will be sent out in late March. Check the RMACRAO web site for a sneak preview of the hotel and for the latest updates (go to <http://registrar.colorado.edu/rmacrao> and then click on the Annual Meeting Info).

Until the next newsletter and the registration materials are e-mailed out, we'll continue our work on making "RMACRAO 2005–Be Bold in Boulder" a meeting you will not want to miss.

Call for Nominations

In May, you will be receiving a ballot for the election of members of the RMACRAO Board of Directors for 2005-06. If you'd like to see your name, or the name of someone you know on that ballot, we want to know! This year we will be electing four officers:

- **President-Elect** (serves three years on the board as President-Elect, President, and Past-President)
- **Treasurer** (serves two years)
- **Vice President for Colorado** (serves two years)
- **Vice President for Wyoming** (serves two years)

Descriptions of the duties of each these positions can be found on the next page.

Involvement in RMACRAO is a memorable and rewarding experience as well as a valuable professional development opportunity. As an outgoing member of the board, I can personally attest to how much I will miss the interaction with my colleagues across the three states. Our organization is continually building the relationship with AACRAO as well, and RMACRAO can be a wonderful way to make connections nationally as well as regionally. A number of our former board members have gone on to provide national leadership with AACRAO.

As we continue to offer services to the membership like the Peer Review and travel grants, and plan for our yearly events, including the highly anticipated receptions that provide a connection for us all at AACRAO, and our conferences each summer which help us share problems and find solutions as well as train and learn for the future of our professions, I know that many of you have gifts to share that will maintain the ongoing quality of our leadership across Colorado, New Mexico, and Wyoming. I would put in an extra call to admissions professionals to please think about becoming involved so that we can preserve a balance on the board – and also say how grateful I am to our registrars out there who continually show such a willingness to serve!

Nominations are due by March 21, in time for discussion at our board meeting at AACRAO in New York at the end of the month. It is acceptable to submit more than one nomination or to nominate yourself. Please submit nominations to Tamara Lehner at tslehner@uwyo.edu, or call 307-766-3864. Once nominations are received, a slate of candidates will be presented to the membership for voting. The terms of the new officers begin at the annual meeting in July.

(continued on next page)

Call for Nominations (continued)

Description of duties:

The **Vice Presidents** act as state representatives to the association. They serve as communication liaison between the Board of Directors and the appropriate state membership. They may also be given special assignments by the President or President-Elect.

The **Treasurer** keeps an accurate list of the members by membership category of the association, collects the membership dues, secures the approval of the President on all bills before paying them, publishes a proposed budget for the Board of Directors, and prepares the financial report to be presented to the members of the association at the annual meeting.

The **President-Elect** serves as program chair for the annual meeting, acts as the chief assistant to the President, and may serve as President in his/her absence. The President-Elect is in charge of the annual meeting program, and is the liaison officer between the annual meeting Local Arrangements Chair and his or her committee, and the Board of Directors.

– **Tamara Lehner, Past President**

President's Letter (continued from page 1)

Mary Angell, president-elect and Program Committee chair, has already put together what promises to be an inspiring, enjoyable, and educational program that offers something of interest for everyone. The Entertainment Committee, chaired by **Barb Todd**, is also busy cooking up some afternoon and evening delights. Boulder offers beautiful country, great shopping, and a great night life; so, think about taking a little time to see the sights – or to just relax. Click on the Annual Meeting Info button on our web site at <http://registrar.colorado.edu/RMACRAO/> for more information about being “Bold in Boulder.”

This year's RMACRAO annual meeting may also offer us a greater opportunity to network with members of neighboring state and regional associations. The board is extending an invitation to associations in Idaho, Kansas, Montana, and Nebraska. Angell and I had the opportunity to speak with some of the officers from these states at the 2004 AACRAO State and Regional Officers Meeting in Washington D.C. in December, and our proposed invitation was well received. We are excited about making new friends and sharing our Rocky Mountain spirit and hospitality with them!

By the time you read this, plans for attending AACRAO in New York City have likely been finalized. If you are attending the AACRAO annual meeting in New York, be sure to attend the RMACRAO State and Regional Reception. Angell, our president-elect, has taken great care to make sure that the reception will be both tasty and fun. The reception is scheduled on Wednesday, March 30 from 6:30 p.m. to 8:00 p.m. at Bubba Gumps in the Theatre District at Times Square. We hope to see you there!

Even if you can't attend the AACRAO meeting in New York City, there are many ways to get involved on the

regional level. Are you a RMACRAO veteran? If so, consider mentoring newcomers. The board is intent on improving the quality of our newcomers' experiences at the annual meeting and beyond. If you want to mentor a newcomer, contact me at cdowney@du.edu. Please include your name, school, current position, and number of years in the profession. Whether you are ready to commit to being a mentor or not, you can help by giving us ideas. What would have made your first time experience more valuable? I know you all have areas of expertise. Have you considered presenting or facilitating a session? If you are interested, contact Angell at mangell@csf.edu. Opportunities abound! Have you considered running for office? If not, do you know someone who is interested in becoming involved in our association as an officer? Make sure to take note of the call for nominations in this newsletter and consider serving the association as an officer. It has been one of the most professionally and personally rewarding experiences in my career.

Speaking of veterans, the board wants to be certain that we honor our retirees at the 2005 annual meeting. Let us know if you know of someone who is retiring this year. As the wheel of the year turns, we want to thank and honor those who have not only dedicated their life's work to our profession but have shared their wisdom and vision with us. As the wheel continues to turn we will soon find ourselves together in the summer sun in Boulder. Freshened, we will continue on our different ways as we prepare to open our doors and welcome new students and anticipate the time when we can listen to the crunch of newly fallen leaves under the golden autumn sky.

Sincerely,

Schez Downey
RMACRAO President