



# Chronicle

ILLINOIS ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

DEKALB, ILLINOIS

SPRING 2002

## What's Inside?

Who Governs IACRAO? .....	2
Upcoming District Meetings .....	3
88th Annual Conference .....	3
Thank You! .....	3
Looking for Leadership? .....	3
From Bedel to Registrar: The Evolution of a Profession .....	4
Did You Know? .....	4
Congratulations to our IACRAO Retirees! .....	4
From the Archives .....	5
New Mailing List for IACRAO ....	5
Pictures of the 2001 Annual Meeting .....	5
“How to Start a University from Scratch,” A Story from the Association Journal .....	6

## Mark Your Calendars!

### District Meetings

East Central, March 12, 2002  
 Northeast, March 8, 2002  
 Northwest, March 15, 2002  
 Southern, March 22, 2002  
 West Central, April 3, 2002

### IACRAO Executive Board Meeting

May 20, 2002

### IACRAO Annual Meeting

October 23-25, 2002

## You're Invited to IACRAO's 80th Birthday Celebration!

From Russ Fahrner  
President-Elect

The 2002 IACRAO Annual Conference is taking shape with the theme evolving around the celebration of IACRAO's 80th birthday. Sessions will provide members with tips on and answers to an assortment of topics including, one-stop shop, electronic services, course planning, Illinois Articulation Initiative, diversity, strategic enrollment management, degree audit, and FERPA. Student panels will also be held. In addition, you will be able to take a trip down “memory lane.” Have you ever fantasized about going back in time to experience a different era—a view of how today was shaped? The 2002 annual conference, to be held at the Wyndham Northwest Chicago Hotel in Itasca, will feature a walk through the past 80 years of IACRAO. I invite you to help us celebrate 80 years of making differences in people's lives!

The guest list of IACRAO members from our past is being developed. Materials from our archives will be dusted off and highlighted. The taste and sounds of bygone eras will touch your senses. If you need some tips and answers to your questions and want to get away with some great folks and have a blast, mark your calendars for October 23-25, 2002.

*This is gonna be a good one!*



## Where Are They?

Submitted by Russ Fahrner  
President-Elect

We would love to invite former IACRAO members back to the 80th celebration conference, Gene Magac, Irv Glecken, JoAnne Bannon Gray, Jim and Jo Williams. Who else?

Help me build a guest list. Either you invite one of your IACRAO colleagues to the party and let me know, or you find out how to get in touch with our friends, and I'll make the call. It will be great fun seeing friends from the past. Call me at 847-214-7274 or write me at Rfahrner@mail.elgin.cc.il.us.



## Entries Sought for the Gene Magac Bright Idea Award

Submitted by Karen Helmers  
President

Consider submitting your own new or improved Bright Idea, or even two! It is an opportunity for you to share a plan, project, or idea that helped to improve your office or institution. We want you to have this chance to be proud of your accomplishment and possibly win a free IACRAO Annual Conference registration for October 2002. Submit your entry to Dale Wolf by e-mail at cfdww@eiu.edu or fax 217-581-7060. To discuss, you can reach Dale at 217-581-2223. He looks forward to hearing from you soon. Perhaps this year we'll have one or more Bright Ideas from each member institution.



## Who Governs IACRAO?

The Executive Board is responsible for enforcing the by-laws of the organization while providing services to the membership. These services, providing educational and professional development, are the primary goals of IACRAO.

The membership of IACRAO governs through elected Executive Board members and District Chairs. The organization is also directed by a charter and a constitution written and approved by the membership. Members of the Executive Committee are:

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*Do you know the  
difference between  
education and experience?  
Education is when you  
read the fine print;  
experience is what you  
get when you don't.*

~ Pete Seeger ~

## Chronicle

The *Chronicle* is published three to four times a year by the Illinois Association of Collegiate Registrars and Admissions Officers (IACRAO) as a means to promote educational and professional development of IACRAO members. The *Chronicle* covers organizational activities and individual accomplishments of IACRAO members. Articles spotlight issues affecting the admissions and records functions of educational institutions. The *Chronicle* welcomes ideas, photographs, and articles from our professional membership. Send your contributions or comments to Sheri C. Kallembach or Wendy Lawson Raver, *Chronicle* Co-Editors, Northern Illinois University, Registration and Records, DeKalb, IL 60115-2871, Fax 815/753-1908, e-mail skallembach@niu.edu or wraver@niu.edu.

# UPCOMING DISTRICT MEETINGS

Please mark the following events on your calendar.

The district meetings are a wonderful opportunity to share knowledge and get to know each other.

## East Central District

Nguyet Fuller, Chair  
Judith Webster, Secretary/Chair-Elect

The East Central District's 2002 spring meeting will begin at 9:00 a.m. in Moulton Hall at Illinois State University (ISU) on March 12, 2002. Lunch will be served. Mike Henry from Parkland Community College will present his Bright Ideas award-winning presentation on scheduling classes using software developed in-house. Several breakout sessions on specific topics will follow as will a tour of the recently renovated Moulton Hall, home of the Registrar's Office at ISU.

## Northeast District

Marilyn Gerken-Benakis, Chair  
Alice Blomquist, Secretary/Chair-Elect

The meeting will be held on Friday, March 8, 2002, from 9:00 a.m.-1:30 p.m. at the College of DuPage, Student Resource Center, SRC 1544. Directions to COD and parking information (parking will be in lot 7) is available on their website, [www.cod.edu](http://www.cod.edu). Registration and coffee will begin at 9:00 a.m. The "Six Dimensions of Wellness: Achieving Balance in Your Life" will be the topic of the session beginning at 9:30 a.m. "Birds of a Feather" will follow and lunch will be served at 12:30. The cost is \$12.00 per person. Checks can be made out to Harper College.

## Northwest District

Lea Houdek, Chair  
Carol DiCola, Secretary/Chair-Elect

The annual meeting of the Northwest District is scheduled for Friday, March 15, 2002, at Kishwaukee College, Malta, IL. The meeting is designed/intended for the support staff of the admissions, registration, records, and financial offices. The day will begin with check-in at 8:00 a.m. Tentatively scheduled topics for the program are FERPA, humor in the workplace, the FISH philosophy, and birds of a feather. The day will conclude with lunch and an optional tour of the new construction project at the Kishwaukee College campus. Members will be sent information within the next few weeks.

## Southern District

Laura Strom, Chair  
Julie Jobryce, Secretary/Chair-Elect

Secretary/Chair-Elect, Julie Jobryce, is working hard at putting together what is sure to be a fun and informative spring meeting for the Southern District. As is past tradition, the meeting will be held at the beautiful Rend Lake Resort and is scheduled for Friday, March 22, 2002. Given the location, it won't be hard to get into the appropriate frame of mind for our guest speaker, Joe Baker, of SIUC's Wellness Center. He will offer information on staying fit emotionally and physically during these trying times. We're looking forward to a great turn out and yet another opportunity to share ideas and support.

## West Central District

Nancy Altenbern, Chair  
Ron Gregoire, Secretary

The district meeting will be on Wednesday, April 3, 2002, at Lincoln Land Community College from 9:00 a.m.-2:00 p.m. Specific topics will be determined shortly.



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## 88th Annual AACRAO Conference

You are invited to join us as we gather for the State Reception to be held during the 88th AACRAO Annual Meeting in Minneapolis, Minnesota on April 14-17, 2002. The reception will be held on Tuesday, April 16, at the Hyatt Regency Hotel in the Greenway Ballroom Section I from 6:30 p.m.-8:00 p.m. All of the state and regional receptions that are planned will be located in designated sections of this ballroom. So — mark your calendars and plan to join all of your fellow Illinoisans at the State Reception. See you in Minneapolis in April!

## Looking for Leadership?

Look no further than yourself!

IACRAO is seeking a *President-Elect* for 2002-2003. This position is a three-year term (President-Elect, President, Past-President). For a copy of the position description, feel free to visit the IACRAO website ([www.iacrao.org](http://www.iacrao.org)) and click on "Position Descriptions of IACRAO Executive Board."



Interested? Contact Gwen Kanelos, IACRAO Past-President at Roosevelt University (phone: 847-619-8620).



IACRAO wishes to extend a much-deserved thank you to Illinois State University for covering the cost of the postage for numerous past issues of the *Chronicle*. Special recognition goes to ISU's Donna Banner and William J. Pearch. They are to be commended for their past contributions as former co-editors of the *Chronicle*. And finally, a heartfelt thank you goes to NIU's John Olson who recently served as *Chronicle* Co-editor. Wendy and Sheri wish John well in his retirement after 30 years at NIU.

# From Bedel to Registrar: The Evolution of a Profession

Submitted by Sheri C. Kallembach  
Chronicle Co-editor

Karla Leybold-Taylor, Registrar of Wells College, Aurora, NY, has kindly given IACRAO permission to reprint her article, "From Bedel to Registrar: The Evolution of a Profession." Ms. Leybold-Taylor originally presented this as a professional presentation in Pittsburgh, PA in November 1999 at the annual meeting of the Middle States Association of Collegiate Registrars and Officers of Admissions (MSACRAO). Taking a look into the history of the registrar's profession through Ms. Leybold-Taylor's article is a timely opportunity for us, given that IACRAO will celebrate its 80th birthday this year.

The article delineates the historical origins of the registrar's profession, beginning at the end of the twelfth century with the establishment of the universities of Bologna (Italy), Paris (France) and Oxford (England). Ms. Leybold-Taylor describes the duties of the early registrars, or *bedels* as they were formerly called. She notes items of interest, such as how they were paid

and what types of punishments they could expect to receive for major and minor transgressions. She reveals information about the extremely political environment in which the appointments of the alleged *Esquire Bedels* at Oxford were made.

Ms. Leybold-Taylor describes the registrar's position, as it existed at the early American universities, which were heavily influenced by the British tradition. By this time the majority of British universities had begun to use the current idiom "registrar." She reflects that the majority of early American registrars were teaching faculty members who were assigned additional duties. The registrar position did not become a full-time administrative one until the end of the nineteenth century.

She outlines the responsibilities of the new breed of registrar that emerged at the end of the last century and then provides a discussion of the role of today's registrar, given the rapid pace of technological and other types of change. She closes by suggesting several ways the registrar can act to ensure the future of his or her position as a vital one in the institution.

IACRAO extends its deepest gratitude to Ms. Leybold-Taylor for her willingness to share what is an interesting, relevant article for all "bedels," young and old. Portions of this summary were taken from Ms. Leybold-Taylor's synopsis of the 1999 MSACRAO annual meeting session #17. For a full-text version, see <http://iacrao.org/Chronicle/Spring2002/bedel.htm>



## Did You Know?

Submitted by Sheri C. Kallembach  
Chronicle Co-Editor

Of the more than 1,650 students who received their degree from Eastern Illinois University in December 2001, Richard O'Dell stood alone in the crowd. Through my marriage of some thirty years, I have come to know and love Richard O'Dell, more fondly called Uncle Dick, my husband's great uncle. He was an exemplary model of an unpretentious humanitarian. Uncle Dick gave back to the community in countless ways: his church as teacher and board member for 50 years; his community where he was known as "Mr. Monticello" having served as mayor in Monticello, Illinois for 9 years; as a trustee at Parkland College for 10 years; as president of the Illinois Community College Trustees Association; as a member of the Illinois 4-H Foundation Board for 8 years. His past involvement in the lives of other people is significant, his activities too numerous to list here. Nonetheless, I want to share with you one of Uncle Dick's most momentous accomplishments, receiving his degree last December from EIU. December 8, 2001, the day that Uncle Dick received his B.A. Board of Trustees degree, was exactly 70 years from the date that he was last enrolled as a student. What set him apart in the crowd that day was his age. He was only 90. It saddens me to say that Uncle Dick passed away recently on January 30, 2002. I will be forever grateful to having known and been loved by Uncle Dick. As a person who has been involved with education for many years, I am truly pleased by the fact that he imparted his joy of life-long learning to others. He truly personifies the proverb that it's never too late to learn.

## to our IACRAO Retirees!

We have received word on the following IACRAO members' retirements: Bob Dorn, Director of Registration and Records at Oakton Community College; Roberta Haskins, Registrar, Elgin Community College; John Olson, Assistant Director of Registration and Records, Northern Illinois University; and Jim Russell, Coordinator of Community College Relations, Northern Illinois University. You now have time to reflect on the past with satisfaction, look to the future with anticipation and fill up each day with joy. Best wishes on your retirement!

## From the Archives

... 1931 to 1933



Submitted by Peter Hood  
IACRAO Archivist

The following information is taken from the 1936 historical sketch by Mrs. George Boyer of Bradley Polytechnic Institute and offers a flavor of the happenings of our Association during the early Depression years.

During the early years of the Depression, attendance at the annual meetings actually increased. The total number of registrars who were in attendance increased dramatically, 12 in 1928, 15 in 1929, 22 in 1931, 35 in 1932, and 55 in 1933. In 1933 the University of Chicago brought eight people to the Chicago meeting, including a clerk, a secretary and a Dictaphone operator. We don't see this latter individual these days at our meetings. Are we missing something?

In 1931, the October meeting was held at Rosary College. Financially tight conditions did not stop our group from pressing on with business at hand. What were the issues? The titles of papers presented included, "Evaluation of Work Done by Music Students in Unaccredited Private Music Schools," "Class Cut Systems and Report of Absences," "Freshman Days and Student Guidance," and "Basis of Admission and Evaluation of Credits of Students from Other Institutions."

I have a tendency to keep score of how many of these issues have been resolved and are absent from discussion today. My score of the above is one out of four. The remaining sole issue, class cuts and report of absences, took us only 50 or so years to eliminate. We are still talking about the others in one form or another. So much for progress! (Just kidding.) The 1932 meeting was held at Bradley Polytechnic Institute. Some of the topics presented were "Forging of Transcripts," "The Registrar and Statistics," and "Admitting Students with Advanced Standing from Eastern Junior Colleges." Can you believe that we were admitting Yankees and liberals to our institutions at this early date?

Two papers given at the 1933 Chicago meeting were "Educational Trends: Cooperation Between College and High School, Between Teachers and Students," and "Must We Follow Tradition in Matters Educational?" It is reassuring to me that policy decisions today are not made on the basis of tradition or on political grounds.

Here is a little information about the Association's finances. From the last *Chronicle* article, you recall the Association was flush with finances in 1930 with a balance of \$36.90. The Association received \$23.00 in dues in 1931, but was required to pay \$4.25 for a 1929 report (reports were also delayed in those days) leaving \$54.65 in the till. In 1932 expenses quadrupled. Ten dollars was spent for mimeo work, \$1.20 for 60 reply post cards (you can figure the cost per), \$2.00 for multigraphing (what's that?), plus other exorbitant costs bringing the end-of-year balance to \$37.75. Dues increased the balance slightly in 1933, but there was one outrageous expense. The Association paid Knox College for mimeographing and postage at the highway robbery price of \$3.10! No wonder the Knox College endowment is as high as it is today!

Our archive material is well established at the University of Illinois Library Archives in Urbana. The files contain the historical sketch of our beginnings in April 1922 through October 1936, parts of which I have presented in the *Chronicle*. Our records contain an early chronology of the annual meetings to 1940; however, information is very limited for the decades of the 40s, 50s and 60s. IACRAO materials begin to increase in the 1970s and are more plentiful from the 1980s to the present.

There is ample work yet to be done. Once again, I urge you to "join in the hunt," by checking the archives of your institution. You might start by looking under the names of early registrars and admissions officers on your campus.

## New Mailing List for IACRAO

Submitted by Jonathan Pickering  
IACRAO Web Site Manager

Be looking for a new IACRAO e-mail list in the next few weeks. Until recently, the Illinois Community College Board, with the assistance of Cherie Van Meter, has hosted the list. IACRAO conveys a sincere thank you to Cherie for maintaining the mailing list over the last few years.



The new mailing list will be hosted on a commercial service, Topica.com. Moving to a commercial site will allow the archival of messages, which should prove beneficial to many members. Members will also find that subscribing or unsubscribing from the list will be much simpler. In addition, subscribers may elect to receive messages in a digest form or choose to read messages online.

All current member of IACRAO will be added to the new list, but it will be possible to unsubscribe should a member choose to do so. Look for future announcements on the current IACRAO mailing list.



## Pictures of the 2001 Annual Meeting

From Wendy Raver  
*Chronicle* Co-Editor

Pictures of the 2001 annual meeting are available for viewing on the IACRAO website. Our "official" photographer, George Munley from the University of Illinois at Chicago, captured all the excitement and action (and maybe even the tornado warning!). For George, photography is strictly a hobby that he acquired from his father. He started taking pictures whenever he went to an AACRAO or IACRAO conference. During the Schaumburg meeting he gave two rolls of film to Jonathan Pickering, the IACRAO webmaster. George said he had "orders" from Karen Helmers to take pictures at the 2001 annual conference. He listens well! This time he took six rolls and was able to give Jonathan picture CD's. We all want to thank George for taking time out to take the pictures and Jonathan for adding them to the website. Wearing a lot of hats is what keeps this organization strong!

# “How to Start a University from Scratch,” A Story from the Association Journal

Submitted by Peter Hood  
IACRAO Archivist

I happened upon this article as a result of the Association Journal changing its title from *American Association of Registrars to College and University*. In making this switch, the leadership expressed their intention to broaden its contents to include a greater breadth of higher education. They stated the journal should be “by and for everyone who is interested in higher education.” As I looked at the article titles in the same volume, I noticed one entitled, “How to Start a University from Scratch.” I thought, “Wow, this title certainly indicates a broadening from previous registrar-focused topics.”

The article is a paper presented to our Illinois Association in October 1947 by H. E. Temmer, registrar. It is his account of the beginnings of the University of Illinois at Navy Pier. I am sure each of you has encountered those times when admissions and/or registration situations seemed overwhelming. Events when the registration system broke down, computer systems failed, communication was lacking, the result of which was chaos, confusion, and a feeling of being inundated. So if you think you have been overwhelmed at times with your responsibilities, read this.

It was late in May of 1946, a time when hordes of veterans returning under the G.I. Bill descended upon unprepared colleges and universities. The front line is admissions and registrar personnel. It was during this time that the U of I Board of Trustees decided to bring the university to the many veterans living in the Chicago area. One of the contributing factors was the acute housing shortage in Urbana. Here is an abbreviated summary of Mr. Temmer’s description\* of what the registrar faced at Navy Pier.

It was July 29 when the registrar’s office arrived—four of us with no telephones, no office and 500 prospective students crowded into the Pier demanding information we didn’t have. Three thousands pieces of mail were stacked in one corner of the large empty room that we had commandeered. We didn’t have the clerical help or the typewriters to start answering the mail. It was a discouraged lot that left the Pier that first day after work.

But the four of us were back again the next morning, with a telephone, and an inspiring speech to recruit student worker to help. The other three staff members tackled the task of sorting 3,000 pieces of mail and the job of answering the thousands of questions from prospective students. What courses were going to be offered? We didn’t know, only that the Board of Trustees ruled we were to offer freshman and sophomore courses in Liberal Arts, Commerce, and Engineering. When would classes start? Again we didn’t know, but as soon as possible. We hoped by Christmas.

Instead of eight-hour days, we started working twice that long. We enlisted students, faculty and staff (when they were finally hired) to read the now 5,000 letters on hand and begin evaluating transcripts on a mass production basis. It was quite a life! We lived on hot dogs from the corner stand. Every five days we moved from one hotel to another since we couldn’t take time to look for permanent quarters.

Finally, student pressure, built around the need to know when classes would start, became so great that we went into a huddle and threw darts at the calendar until we hit a good date, October 21, with registration starting on October 15. No one was more surprised than we were when it really happened. If we had had enough experience to know the problems that were ahead of us, I don’t think any one of us would have taken the job. About the time we were feeling settled with Navy surplus furniture and typewriters, the contractor came to tell us to pack up and move to the second floor while the first floor space was being remodeled.

One day, when registration was less than a month away, I discovered that we had no provisions for handling class cards. We commandeered some Navy surplus tabulating equipment and decided to use an IBM registration procedure similar to the one in Urbana. But it turned out that it was two weeks AFTER registration before the equipment was ready to go! You can imagine the difficulties encountered when we had an IBM registration without IBM equipment.



More than 8,000 applications were distributed. A week before registration we had issued 3,753 permits to enter and had a backlog of 1,300 applications. There were long hours worked that week. However, where were we going to handle the crowds? The only available space was on the second floor, space where the Navy had housed 5,000 men. It took two days to clear the beds from the area, which is a half-mile long, and 100 feet wide!

The actual registration procedure was developed only four days before registration, little time to train the faculty and staff. Frankly, it was BEDLAM, but at the end of the registration period, we had enrolled 3,854 students.

It wasn’t easy for the students either during those first few weeks. Lines formed at five in the morning. Construction of classrooms and laboratories were far from completion. The half-mile corridor was described by students as the “world’s longest obstacle course,” as they skirted cement mixers, ladders and workers’ tools on their way to classes.

Discussion in rhetoric classes was punctuated by the staccato blows of pneumatic hammers. One day a mathematics class was thrown into total confusion when a workman suddenly poked his head through a ventilating shaft in the ceiling and begged someone to get him a ladder so he could descend!

Finally, we literally borrowed Mark Hopkins’ log for the first few weeks of classes and pronounced it a university—a university on a water-lapped campus that, according to the students, was pretty unique. A student remarked, “Where else could you watch aircraft carriers riding at anchor, sea planes landing every afternoon, and fishermen dragging in their daily haul, all right outside your classroom window, and get a college education at the same time.”

Those registrars and admissions individuals survived, and you know that you will to.

\**Journal of the American Association of Collegiate Registrars, Vol. 23, April 1948, pp. 413-418.*