



Chronicle

ILLINOIS ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

DEKALB, ILLINOIS

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Mark Your Calendars!

District Meetings

East Central, April 4, 2005
 Northeast, TBA
 West Central, March 9, 2005
 Northwest, March 17, 2005
 Southern, April 8, 2005

Executive Board Meeting

May 13, 2005

Annual Conference
 October 26-28, 2005



CRUISE ON DOWN TO THE 83RD ANNUAL IACRAO CONFERENCE!

Submitted by
Alice Medenwald, President-Elect

Greetings from Peoria! Kathie Beaty, Local Arrangements Chair, and I just returned from a visit to the Holiday Inn City Centre, the site of the 83rd IACRAO Conference. We are both very excited about the facilities. The function space is great, and the sleeping rooms are large and comfortable. The room rate is a very reasonable \$85.00 (plus tax) per night. The hotel is located in downtown Peoria with a beautiful view of the downtown area and the river. There are many restaurants and shops within walking distance and more to choose from if you wish to make a short drive. The area should be beautiful at that time of year with the fall colors in full bloom. We encourage everyone to take time on Wednesday evening to try out some of the local restaurants or entertainment options. Information will be provided at the conference.

Here are some details and coming attractions to whet your appetite. The Conference will be held October 26-28, 2005. Our theme is "Escape to Paradise on the IACRAO Cruise Line." We have some fantastic sessions planned covering such topics as FERPA, Recruitment Strategies, Enrollment Management and the Adult Learner, Violence in the Workplace, Grant Writing, The Corporate University in Competition with the Traditional University, Terrorism, and many more. Back by popular demand is our closing speaker from last year, Laurie Guest, who will be opening our Conference this year. We also have some fabulous entertainment planned which will transport you to a tropical cruise. Bring your beach wear and be prepared for the cruise of your life!



New Committee Memberships

Last year the Membership and Communications/Publications committees were formed. The Membership Committee is charged with communicating the benefits of membership in the organization with non-member institutions and soliciting their involvement in the association. The Communications/Publications committee is charged with soliciting and writing articles for the *Chronicle*, creating content for the association web site, and advising the executive board on issues related to communications within the association.

The volunteers for the Membership Committee are: Lois Davis (CSU); George Munley (UIC); Adrienne McDay (Roosevelt); Bill Karnoscak (Rush); Maria Munoz (Northwestern); Michael Maysilles (Northwestern); Ann Kalas (ECC); Karyn Schmidt (ECC); Kathleen Benz (UIUC); Les Cromwell (UIUC); Ron Gregoire (LLCC); Kim Harvey (RLCC); and Tyra Taylor (SIC).

The volunteers for the Communications/Publications Committee are: Kim Dockus (JJC); Deb Michelini (EIU); Laurel Tryforos (Roosevelt); Paula Delcampo (Northwestern); Nancy Herpstreith (UIUC); Evelyn Roseman (SIU); and Laura Strom (SIUE).

Who Governs IACRAO?

The Executive Board is responsible for enforcing the bylaws 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 constitution written and approved by the membership. Members of the Executive Committee are:

PRESIDENT

Sheri C. Kallembach

Director of Registrar
Support Services
Northern Illinois University
Williston Hall 320
DeKalb, IL 60115-2871
Phone: (815) 753-1747
Fax: (815) 753-1908
Email: skallembach@niu.edu

PRESIDENT-ELECT

Alice Medenwald

Registrar
Northeastern Illinois University
5500 N St. Louis Avenue
Chicago, IL 60630
Phone: (773) 442-4029
Fax: (773) 442-4020
Email: a-medenwald@neiu.edu

PAST PRESIDENT

Dale Wolf

Retired
Eastern Illinois University
Email: cfdwwDale@hotmail.com
Home: (217) 348-0990

VICE PRESIDENT OF PROFESSIONAL ACTIVITIES

Maria Moten

Dean, Enrollment Services
Harper College
1200 W. Algonquin Road
Palatine, IL 60067-7398
Office: (847) 925-6260
Email: mmoten@harpercollege.edu

SECRETARY

Julie Jobryce

College/High School Relations
Robert Morris College
3101 Montvale
Springfield, IL 62704
Phone: 217-891-3226
Email: jjobryce@robertmorris.edu

TREASURER

Brad Simpson

Individualized Two Plus Two
Coordinator
Southern Illinois University
Carbondale
Admissions & Records 4701
Carbondale, IL 62901
Phone: (618) 453-2252
Fax: (618) 453-2015
Email: brad@siu.edu

TREASURER ELECT

Reo Wilhour

Associate Director, Admissions &
Enrollment Mgmt
Parkland College
A164, 2400 W Bradley Ave
Champaign, IL 61821-1899
Phone: 217-353-2638
Fax: 217-353-2640
Email: rwilhour@parkland.edu

EQUAL EDUCATION OPPORTUNITY OFFICER

Brenda (Major) Ross

Director of Admissions
Eastern Illinois University
600 Lincoln Avenue
Charleston, IL 61920-3011
Phone: (217) 581-5933
Fax: (217) 581-7060
Email: brross@eiu.edu

ARCHIVIST

Peter Hood

University of Illinois (retired)
1303 E. McHenry Street
Urbana, IL 61801-6918
Phone: (217) 367-5616
Fax: (217) 244-3173
Email: phood@uiuc.edu

WEB SITE MANAGER

Tina L. Collins

Director, Records and
Registration
Southern Illinois University
Carbondale
Woody Hall Suite A-104
Mailcode 4701
Carbondale, IL 62901
Phone: (618) 453-2963
Fax: (618) 453-2939
Email: tcollins@siu.edu

CHRONICLE CO-EDITOR

Angie Byrd

Assistant Director, Registration
and Records
Northern Illinois University
Williston 334
DeKalb, IL 60115-2871
Phone: (815) 753-0795
Fax: (815) 753-1908
Email: abyrd@niu.edu

CHRONICLE CO-EDITOR

Wendy Raver

Assistant Director, Registration
and Records
Northern Illinois University
DeKalb, IL 60115-2871
Phone: (815) 753-0446
Fax: (815) 753-8312
Email: wraver@niu.edu

EAST CENTRAL DISTRICT CHAIR

Rita Pearson

Transfer Coordinator/Assistant
Director, Admissions
Eastern Illinois University
1225 Old Main
Charleston, IL 61920
Phone: 217-581-7663
Fax: 217-581-6452
Email: cfrp@eiu.edu

NORTHEAST DISTRICT CHAIR

Bruce Oates

Director, Registration & Records
Oakton Community College
1600 E Golf Rd
Des Plaines, IL 60016
Phone: 847-635-1991
Fax: 847-635-1890
Email: boates@oakton.edu

NORTHWEST DISTRICT CHAIR

Kristin Rinehart

Associate Director, Admissions
Northern Illinois University
Office of Admissions
DeKalb, IL 60115
Phone: 815-753-8300
Fax: 815-753-1783
Email: krinehart@niu.edu

SOUTHERN DISTRICT CHAIR

Nickie Matheny

Officer III, Admissions and
Records
Southern Illinois University
Carbondale
900 S Normal, Woody Hall B22
Carbondale, IL 62901
Phone: 618-453-2977
Fax: 618-453-3250
Email: nmatheny@siu.edu

WEST CENTRAL

Dave Garcia

Director of Undergraduate
Admissions
Western Illinois University
Sherman Hall 117, 1 University
Circle
Macomb, IL 61455
Phone: 309-298-1965
Fax: 309-298-3111
Email: td-garcia@wiu.edu

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 Angie Byrd or Wendy Lawson Raver, *Chronicle* Co-Editors, Northern Illinois University, Registration and Records, DeKalb, IL 60115-2871, Fax 815/753-1908, e-mail abyrd@niu.edu or wraver@niu.edu.



PRESIDENT'S CORNER

Submitted by President Sheri C. Kallembach

I am looking forward to a year of great IACRAO activities! We're ringing in the New Year with a flurry of activities. In December, the Executive Board members and District Chairs met to begin establishing goals for this year and planning the annual meeting.

Our goals include developing written procedures detailing the responsibilities for each board position, increasing communication with our retirees, and exploring the possibility of creating a scholarship committee. Now that we've formally established our Membership Committee, I will be working with the members of this committee, Brad Simpson (Treasurer) and Maria Moten (Vice-President of Professional Activities) to implement another goal for this year, i.e., increase IACRAO institutional membership.

The Conference Planning Committee, chaired by Alice Medenwald (President-Elect), has identified a theme for IACRAO's 83rd Annual Meeting— "*Escape to Paradise on the IACRAO Cruise Line.*" The annual meeting is scheduled for October 26-28, 2005 at the Holiday Inn City Centre in Peoria, Illinois. Kathie Beaty (Registrar, Bradley University) has volunteered to serve as chair of the Local Arrangements Committee. Alice and the District Chairs have already begun to fill the program with insightful sessions and presenters.

Reflecting back on the 2004 IACRAO Annual Meeting in Itasca, it was a huge success full of insightful sessions, generous vendor participation, networking opportunities with colleagues, great food, fun and laughter. Feedback from the evaluations supports these observations. Again, thank you to the Conference Planning Committee and the Local Arrangements Committee for a job well done.

Please accept my invitation to become an active member of IACRAO. There are many opportunities to get involved and make a difference. Call a member of the Executive Board today to volunteer your time, energy and ideas. It's already turning out to be a great beginning for a great new year!

I look forward to a productive IACRAO year and welcome your input and participation. Please feel free to contact me with your input: Sheri C. Kallembach, Northern Illinois University, Director of Registrar Support Services, IACRAO President, at 815-753-8217 or email skallembach@niu.edu.

Thoughts from a Past President

By Jim Martin, Former Registrar Eastern Illinois University, IACRAO past president 1979-1980

Is there life after IACRAO?

Yes, Thalia, there is life after IACRAO, but it depends on each individual person. Some with little or no imagination will be bored to death with retirement. This is an "I"-witness account of the others (at least one of us). If you do not care for the pronoun "I," you had better stop reading now, because it won't get away from "I" or should that be me?

After a term as IACRAO President in 1979-1980, I continued working (debatable) until retirement. September 1, 1991 I stopped going to the office. I then hiked myself off to Hawaii. The rationale I used was that my successor could not call me, and would be on his own. The truth can now be told—I was afraid he would not call!

I have been on the go ever since. I am slowing down but still enjoy cruises more than ever. My readings name such wonderful places to visit. Regardless of the reasoning, traveling is broadening, both mentally and physically, and the food is too good to be ignored. I went to Antarctica for the wrong reason; it was the only continent I had not visited. I saw it as an entity in its own right! The day in late December or early January that I set foot in Antarctica the temperature was 39 degrees. The same day in Charleston, Illinois it was 22 degrees! A side event was that Sir Edmund Hillary (some mountain climber) was aboard the MARCO POLO and I got my picture taken with him AND got his autograph. He did not ask for mine-humph!

Well, this is enough of "I". Except for a few observations:

1. Do travel: either actually or vicariously through reading, television or VCR's.
2. Look for the good points—they are there. Of course, there may be bad points, but for a better frame of mind ignore them if possible.
3. DO SOMETHING! I had a boss once who said "You'll make mistakes, but dammit, make them! Don't just let them happen!" To me that still makes sense.





TO OUR VENDORS FOR THEIR SUPPORT AT THE IACRAO 82ND ANNUAL MEETING!

The Conference Planning Committee would like to this opportunity to once again thank our many vendors who supported the IACRAO 82nd Annual Meeting in October 2004 with their presence, monetary donations and/or sponsoring a refreshment break. For those unable to attend the meeting, the following list is provided for your benefit.

EXHIBITORS

AACRAO

Nancy Katz
One Dupont Circle, NW, Suite 520
Washington, DC 20036
Ph: 202.263.0288
FAX: 202.872.8857
E-mail: KatzN@aacrao.org

A+ MEDIA INC.

Julio Abreu, President/Publisher
910 Skokie Blvd., Suite 208
Northbrook, IL 60062
Ph: 847.509.9733
FAX: 847.509.9736
E-mail: jabreu@aplus_media.com

CREDENTIALS, INC.

Jack Weber, Exec. Vice President
436 Frontage Road
Northfield, IL 60093
Ph: 847.446.7422, ext. 103
E-mail: jweber@DEGREECHK.COM

EDUCATIONAL CREDENTIALS EVALUATORS, INC.

Laura Martinez
PO Box 51470
Milwaukee, WI 53203-3470
Ph: 414.289.3400
FAX: 414.289.3141
E-mail: eval.ece.org

INTERNATIONAL SECURITY PRODUCTS

Bill Warner
PO Box 7001
Paso Robles, CA 93447
Ph: 800.853.0004
FAX: 800.726.0067
E-mail: lavrap@isp.vft.com

MSF&W SOFTWARE INC.

Eric Neumann
3445 Liberty Dr.
Springfield, IL 62704
Ph: 217.341.4447
FAX: 217.698.3593
E-mail: enemann@msfw.com

SUNGARD SCT

Nick D'Addezi
4 Country View Road
Malvern, PA 19355
Ph: 800.223.7036
FAX: 610.578.7988
E-mail: ndaddezi@sungardsct.com

NATIONAL STUDENT CLEARINGHOUSE

Don Gwinn
2721 Hartzell
Evanston, IL 60201
Ph 847.491.1335
FAX 847.491.1421
E-mail: gwinn@studentclearinghouse.org

PHI THETA KAPPA INTERNATIONAL HONOR SOCIETY

Suzanne Brister, Scholarship Programs Coordinator
1625 Eastover Dr
Jackson, MS 39211
Ph: 601.984.3549
FAX: 601.984.3546
E-mail: suzanne.brister@ptk.org

SCRIP-SAFE SECURITY PRODUCTS, INC.

Larry Meyer
113 Commerce Blvd.
Loveland, OH 45140
Ph: 800.736.7319
FAX: 513.697.7891
E-mail: lmeyer@scrip_safe.com

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Wauconda, IL 60084-1289
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FAX: 888.550.8723
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Craig Dohner
7N064 Whispering Trail
St. Charles, IL 60175
Ph: 630.513.5484
FAX: 630.443.4488
E-mail: craig@wiserchoicepromo.com

WORLD EDUCATIONAL SERVICES

Lorinda Grogg, Midwest Regional Manager
500 N Dearborn St, Suite 200
Chicago, IL 60610
Ph: 312.222.0882
FAX: 312.222.1217
E-mail: lgrogg@wes.org

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Lincolnshire, IL 60069-9498
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FAX: 847.634.1074

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Joann Scinto
1214 Meadowwood
Woodridge, IL 60517
Ph: 630.910.5567
FAX: 630.910.5101
E-mail: Joann.Scinto@jostens.com

Call for articles! Help us make the Chronicle more personal! Send your articles regarding retirements, promotions, etc., at your institution to Wendy Raver, wraver@niu.edu or Angie Byrd, abyrd@niu.edu.



Spotlight on the Board

Submitted by Deb Michelini, Eastern Illinois University

This *Chronicle* feature provides members with a “personal view” into the life of current board members. We hope this will better acquaint the IACRAO membership with the board.

BOARD MEMBER – IACRAO Archivist Peter Hood, Retired from the University of Illinois

If you hear Peter talk, you will probably guess that he grew up outside of Illinois! Peter was raised in Concord, New Hampshire (about the size of Urbana) where in high school he was involved in cross-country, track, skiing, band, student council and was senior class president. Following high school, he attended the University of New Hampshire majoring in economics.

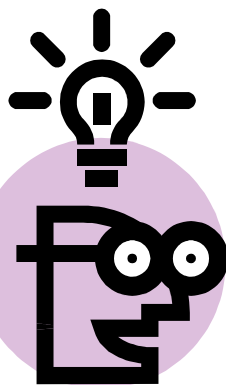
After his undergraduate years, Uncle Sam/U.S. Army called him to duty. He was stationed in Heidelberg, Germany and Peter called it “tough duty?!” He said that “being centrally located in Europe, it was easy to explore on weekends or a three day pass. The great beer and wine made it even tougher duty!”

Following the military, he taught social studies for a while in a New Hampshire public school, but took a leave to obtain a master’s degree from Indiana University. Upon returning to New Hampshire, he was married. He indicated that he took his bride to live in a tent in a state park for the first eight weeks of their married life - wow, and they’re still married!

He worked as a teacher and guidance counselor, then accepted a position in admissions at the University of New Hampshire. Three years later, he applied for and received a year long National Defense Education Act fellowship at Indiana University. While there in 1970, he completed his doctorate degree. He thought he would move to the east or west coast, but he accepted a position at the University of Illinois (U of I). Thirty-five years later he is still in Urbana. “I have enjoyed the Midwest, living in

a university community - it is a wonderful environment to raise a family.” At the U of I, he was Assistant Dean and then Associate Dean in the College of Liberal Arts, and Assistant Vice President for Academic Affairs before retiring. Although retired, he has stayed involved with several professional organizations, a neighborhood watch group; and the Rotary. His hobbies include reading, “trying to figure out that darn computer,” attending university cultural/sports events and traveling. Peter and his wife, Joan have traveled to such places as Antarctica, Mongolia, Croatia, Tibet, Cambodia, Nepal and Russia. This year they will venture to Central America. Peter and Joan also have two adult children and four grandchildren who they enjoy spending time with. Daughter Suzanne lives in New Hampshire with two sons ages 11 and 13 – “they will be whizzing by me on the ski slopes in March.” Son Warren and family live in Urbana-Champaign where he is Associate Director of Intercollegiate Athletics at the U of I. Grandpa Pete enjoys babysitting for Brandon (1) and Jessica (4). All of these wonderful activities mean “I have NOT had time to tackle the numerous projects I thought I would have upon retirement!”

“I have so many highlights and memories of my years with IACRAO and AACRAO - memories of meetings and conferences, networking, banquets, and dancing. But it will always be the wonderful members who remain in my memory. What a pleasure it has been to be associated with this Organization of friendly, responsive, committed and professional people.”



What’s Your Bright Idea?

Submitted by Wendy Raver

Chronicle Co-Editor

Each year at the annual conference your colleagues present their Bright Ideas at a session set aside in honor of Gene Magac, former IACRAO president. Attendees vote to determine which nominee has the brightest idea, and the winner is

entitled to free registration at the next annual meeting. The three bright ideas submitted at the last annual conference will be summarized and the winner of the Bright Idea award will be revealed in the next issue of the *Chronicle*.

If you have an innovative idea, a unique way of doing business, or a clever strategy for anything you do in your professional life, send an email to Maria Moten at mmoten@harpercollege.edu with a brief description of your bright idea. Maybe you will be this year’s winner!

“I find that a great part of the information I have was acquired by looking up something and finding something else on the way.”



— Franklin P. Adams (1881-1960), American journalist, humorist, “Nods and Becks”

Upcoming District Meetings

Mark your calendars for the following district meetings. They provide a great opportunity to share knowledge and get to know each other. Additional information will be made available to you at a later date.

East Central District

Rita Pearson, Chair

The East Central District of IACRAO has scheduled its spring meeting Monday, April 4, 2005. More information will be available at a later date.

West Central District

Dave Garcia, Chair

The meeting will be held on Wednesday, March 9 from 8:30-1:00. The theme of the meeting is: Twister; Admitting to a New Spin. There are two sessions. The first session will have the topics "What's the Spin with Alternative Admissions Programs" and "Untwisting your Daily Routine with Time Management Skills." The second session will have the topics "How to Find the Right Colors When Having to Write a Recommendation Letter for a High Risk Student" and "Beating the Paper Game with Document Imaging." There are many scheduled speakers including the Western Illinois University staff who will answer questions on document imaging. Lunch is included from 12:00-1:00.

Northeast District

Bruce Oates, Chair

The Northeast District meeting will be held at Oakton Community College in Des Plaines. Further information will be available at a later date.



Northwest District

Kristin Rinehart, Chair

Spring is just around the corner, and that means that it is time for IACRAO's annual Northwest District Seminar!

The meeting will be held on Thursday, March 17, 8:45 a.m. to 1 p.m., at the Woodward Technology Center on the campus of Rock Valley College in Rockford. An entertaining and energetic session about "Jerks at Work," will be presented by Mike Mastroianni, Associate Vice President of Outreach & Planning at Rock Valley College. Expect to learn fun ways to handle those stressful people and situations in our work lives.

There will also be a "Birds of a Feather" discussion session. This is a perfect time to share what is going on at your institution and to learn from others who may be experiencing similar situations. Come prepared to discuss Datatel, document imaging, and other activities taking place on your campuses and in your units.

There will be a chance to tour Rock Valley's recently renovated Student Services offices. Rock Valley has a new look. We'll check it out and learn more about how they are serving students within a "one-stop" environment.

Complimentary breakfast and lunch will be provided!

Make your reservations to attend the Northwest District Seminar by contacting Kristin Rinehart, Northwest District Chair, with your name, e-mail, institution name, and phone number at: krinehart@niu.edu or (fax) 815-753-1783. Registration deadline is Thursday, March 10.

We look forward to hearing from you soon! See you on March 17.

Southern District

Nickie Matheny, Chair

The Southern District spring conference will be held on Friday, April 8 at the National Shrine of Our Lady of the Snows in Belleville, Illinois. Mindy Reach, Registrar at Shawnee Community College, and chair of the 2005 conference, is working on securing an exciting and innovative keynote speaker for us all to enjoy. As usual, the registration fee will be nominal, and lunch will be provided.

We are encouraging all Southern District members to attend the spring conference and bring along as many of their front-line staff members as possible. This conference will give them the opportunity to meet and interact with peers from other educational institutions in the district, compare notes and share in the fun. As always, it will be a relaxing day away from the office filled with learning and camaraderie.

Further information will be available at a later date.

CLHE/IACRAO Report

Recent CLHE Stories of Interest For IACRAO Members

Prepared by: Daren Bakst, President and General Counsel

Council on Law in Higher Education

IACRAO Members Receive Major Discounts on:

PRIVACY IN THE 21ST CENTURY: This new book features in-depth and practical articles on critical privacy and security issues plus a comprehensive compendium featuring all the latest FERPA cases, regulations, opinion letters, and more! **Order your copies today and receive the member discounted rate:** <http://clhe.org/privacy21stcentury/index.shtml>

CLHE MEMBERSHIP: Pay only \$295 for your entire institution—this major discount won't last long! You will receive new benefits such as a free subscription to CLHE's Student Affairs Law and Policy Quarterly (<http://clhe.org/lawpolicyquarterly/>), a free subscription to the Campus Privacy Letter, CLHE Briefing Papers, and our popular Memo for Members. To join: <http://www.clhe.org/join>

FERPA Best Practices Roundtable

Addressing Challenges Posed by Directory Information Holds

Featured in CLHE's The Campus Privacy Letter

"The Council on Law in Higher Education (CLHE) invited a panel of higher education leaders to discuss and explore issues that arise when students withhold the release of directory information (referred to in this article as a "hold"). The purpose of this article is to identify practical means in which institutions can address these issues. There is not going to be one solution that meets the needs of every institution. Hopefully, readers will be able to take some ideas and possible solutions from this article that they can apply to their campuses."

Article: <http://www.clhe.org/campusprivacy/cplv1n1sec5.pdf>

Complete copy of The Campus Privacy Letter, Vol. 1, No. 1

<http://www.clhe.org/campusprivacy/cplv1n1.pdf>

Ethical Considerations in Crafting New Student Orientation Programs

Featured in CLHE's Student Affairs Law & Policy Quarterly

"For many student affairs professionals envisioning the new orientation season is an exciting opportunity to recall the allure that this profession holds. Each new student orientation brings opportunities to assist students as they begin a transformative experience that will engage them in the life of the institution."

Article: <http://clhe.org/lawpolicyquarterly/v2n2holness.pdf>

Student Affairs Law & Policy Quarterly page: <http://clhe.org/lawpolicyquarterly/>

Recent Developments

The following stories are featured in CLHE's Memo for Members: To see the contents of the latest edition, please visit <http://clhe.org/memos/index.shtml>

H.R. 81

Title: David Shick Honesty in Campus Justice Act

Purpose: To amend the Federal Education Right to Privacy Act to improve the access of the victims of crimes to information concerning the outcome of disciplinary proceedings by institutions of higher education.

Sponsor: Rep. Frelinghuysen (R-NJ)

Status: Referred to the Committee on Education and the Workforce

Generally, as of now under FERPA, institutions *may* disclose to victims of any crime of violence, or a non-forcible sex offense, the final results of any disciplinary proceeding. The Clery Act supersedes FERPA on one point: institutions *must* disclose to victims the outcome of a proceeding alleging a sex offense.

This proposed legislation would *require* institutions to disclose the results to victims of any crime of violence, or a non-forcible sex offense, and if the victim is deceased, the next of kin must be provided the information.

Legislation: [http://thomas.loc.gov/cgi-bin/query/z?c109:H.R.81:](http://thomas.loc.gov/cgi-bin/query/z?c109:H.R.81)



From the Archives

Submitted by Peter Hood, IACRAO Archivist

Over the last several years in the *Chronicle*, I have focused my writings with archive material from the earliest years of our Association. This information was taken from the Association's Historical Sketch written by Mrs. Anna Jewett Boyer, Registrar, Bradley Polytechnic Institute. This Sketch covers the years, 1922 to 1936. I have reported all but the last year, 1936, which I will summarize in the next issue of the *Chronicle* to complete that early period.

In this issue I have decided to talk about the decade of the 1940's—the World War II years. A review of Association Journals during these years show, as you would expect, a variety of topics. There are writings about administration, role of the registrar, registration, and curricula matters including freshman English, reading, remedial programs, and grades, to name just a few.

The emphasis of the Journal writing, however, is about the military veteran impact upon higher education. Articles feature issues about enrollments, special veterans' programs, student advising, the role of the college personnel worker, teacher shortages, post war effects on higher education, general articles about colleges and universities, and the war.

The major impact on both the admissions and registrar units was the number of student veterans entering higher education all at once. Imagine that you were in one of these collegiate positions in 1945-1946. Let's look at admissions first.

John Dale Russell's article reports data from the US Office of Education as of November 20, 1946. He notes that college enrollments in the US in the fall of 1946 had jumped over 50% from the previous fall. The higher education enrollment rose from 1,150,000 to 2,100,000. Remember that figure, 2,100,000. The major increase, of course, was veterans, which rose from about 580,000 to 1,425,000 in that one year.

Wouldn't you like to have been the Director of Admissions that year!! Especially since you might have believed the widely publicized enrollment projections. There were two such published enrollment studies in 1944 which indicated that enrollments would reach 1,750,000—in 1948!

The second report written in 1946 projected enrollment of 1,900,000 by 1950, and 2,900,000 in 1960 (would you believe?! So much for some of the basic assumptions upon which enrollment projections are made.

Now, how about the registrar's office facing these overwhelming numbers? How do you keep track of enrollments, class schedules, and grades with this enrollment coming all at the same time? Well, listen—harken, the sound comes from the east. Is it a white horse? Maybe it is the cavalry coming to help. No, it's, it's, the IBM machines to the rescue! Let's see, did it work?

Here is the picture from a journal article of one large Midwestern university. I quote from the registrar. "When this registrar had smaller numbers, we used two punches, one gang punch reproducer, one interpreter, two sorters and one collator." He updated for the larger enrollments and said, "The set we have now will carry us easily—we have four punches, two gang punch reproducers, two interpreters, four sorters, one collator, and hopefully soon, one multiplier."

So was it IBM to the rescue? Do you think IBM technology made registrars' lives simple and easy? I doubt it.

Now for the test. To all the registration and records personnel reading this, would you please define and explain how each of these pieces of equipment work.

Just with that bit of history, and if you look at us today, we've come a long way baby!—both in registrar and admissions operations.

Let me conclude with a major event in the 1940's within our own Association. It was 1949 when the American Association of Collegiate Registrars (AACR), which organized in 1909, welcomed admissions personnel into the Association to form our present American Association of Collegiate Registrars and Admissions Officers (AACRAO). It was a smooth takeover, whoops, I mean a smooth assimilation of admissions into the Association. We were then and continue to be one happy, professional family which, I am sure, via our own IACRAO, will continue long into the future.

“We live in the present, we dream of the future, but we learn eternal truths from the past.”

— Madame Chiang (b. 1898), Chinese educator, reformer

Illinois Wesleyan Registrar Jack Fields Dies at 55



BLOOMINGTON, Illinois. — Jack C. Fields, associate professor of business administration and registrar at Illinois Wesleyan University, died on October 21, 2004, at BroMenn Regional Medical Center in Normal, Illinois. He was 55.

A funeral service was held on October 25 with a campus-wide service of remembrance and celebration held on October 26.

“Jack’s contributions to this community over many years had earned him the respect and affection of everyone who worked with him,” said Illinois Wesleyan President Richard F. Wilson.

Fields was born June 6, 1949 in Paxton, Illinois, to the late Ceacil and Helyn Fields. He graduated from Illinois Wesleyan in 1971 with a bachelor of science degree in business administration. He worked for the General Electric Company from 1972 to 1980 in various domestic and international assignments in the finance section. He entered law school in 1980 and earned his juris doctor degree from Northern Illinois University in 1983.

In 1983 Fields returned to his alma mater as a faculty member in the Business Administration Department where he specialized in business law and accounting courses. In 1994, Fields was appointed to the position of University Registrar, and he continued to teach courses in business administration. As registrar, he served as Illinois Wesleyan’s faculty representative to the College Conference of Illinois and

Wisconsin and the National Collegiate Athletic Association. As a member of the Illinois Wesleyan community, he built a reputation as a outstanding teacher, valued colleague, and as a empathetic and trusted adviser to all students.

While a student at Illinois Wesleyan, Fields was instrumental in establishing a colony of the Sigma Pi social fraternity. He was active in the life of the fraternity throughout his career, serving as adviser of the Illinois Wesleyan chapter and also holding national office, including Grand Sage (president), Past Grand Sage (president emeritus), Grand Second Counselor (vice president), and Grand Third Counselor (treasurer) of the national fraternity. His commitment and dedication to his fraternity never wavered.

Fields was a member of both the American Association of Collegiate Registrars and Admission Officers and the Illinois Association of Collegiate Registrars and Admission Officers, the American Bar Association (1983), the Illinois State Bar Association (1983), the American Institute of Certified Public Accountants (1986), as well as numerous other national and local professional organizations.

He is survived by two sisters, Laura (John) Curry of Olney, Illinois and Janice (Wayne) FitzHenry of Glen Ellyn, Illinois. Also surviving are nieces and nephews, Amy (Peter) Sherman of New York City, Lee (Gayle) FitzHenry of Glen Ellyn, Illinois, Ken (Kathy) FitzHenry of Round Lake, Illinois, Laura (Bob) Denton of Warrenville, Illinois, and Dan(Connie)FitzHenry of Glen Ellyn, Illinois. He was preceded in death by his parents and a brother, Guy Fields.

Fields’ colleagues on the faculty and staff at Illinois Wesleyan have established an endowed prize in his name to be awarded at Commencement. The prize will recognize excellence in accounting.

AACRAO Announces the 6th Annual Summer Institute for International Admissions

The American Association of Collegiate Registrars and Admissions Officers (AACRAO) is offering this annual program in cooperation with The College Board.

Participants at this 6th Annual Institute will come from: *Counseling offices at overseas secondary schools, international admissions offices at U.S. colleges and universities, and international admissions offices/counseling offices at U.S. private boarding/day schools.*

What are some of the topics that will be covered at the 2005 Summer Institute

Processing the Admissions Application; Financial Aid Tools; Admissions Case Studies; International Student Recruitment; Technology in College Admissions; Writing Recommendations; Foreign Credential Evaluation; Update on SEVIS and Homeland Security Changes; New SAT®.

The Institute opens on Sunday afternoon, June 19, and ends with a closing dinner on Wednesday, June 22. Sessions will be held Sunday afternoon beginning at 2:00 p.m. and Monday through Wednesday from 8:30 a.m. to 5:00 p.m. Checkout for on-campus participants will be Thursday, June 23, by 10:00 a.m.

For more information on upcoming AACRAO meetings, visit www.aacrao.org

ILLINOIS STATE UNIVERSITY REGISTRAR VACANCY

Illinois State University invites applications and nominations for the position of University Registrar. To ensure full consideration, send a letter of application, current resume, the names, addresses, email addresses and telephone numbers of at least three references by March 15, 2005 to: Ms. Jayne Shindel. For details visit Illinois State’s Web site at www.IllinoisState.edu