



# Chronicle

ILLINOIS ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

DEKALB, ILLINOIS

SPRING 2006



## President's Corner

Submitted by President Alice Medenwald

The Executive Board has been busy planning the 2006 Annual Meeting as well as working on ways to improve services to our members. For example, Sheri Kallembach, Past President is chairing the newly approved Scholarship Committee. The Membership Committee, chaired by Maria Moten and Reo Wilhour, will be contacting schools that are currently not members to inform them of the benefits of joining IACRAO. Our EEO Officer, Roslyn Castro is working on developing a Minority Leadership Training Workshop. If you are interested in working on this project or in joining the Diversity Caucus, please contact Roslyn Castro at [Roslyn.Wolz@morton.edu](mailto:Roslyn.Wolz@morton.edu).

I am very happy to report that the 2005 Annual Meeting was a success. Forty-nine conference evaluations were returned, an increase from last year. I want to thank all of you who completed an evaluation and encourage attendees of the 2006 Annual Meeting to submit one. It is so important to have our members' feedback. Of the forty-nine people who responded, eighteen rated the meeting as excellent, twenty-one good, two average, and zero poor. The sessions received twenty-three excellent ratings, twenty-one good, three average and zero poor. We are very pleased with those ratings. Many thanks to the Conference Planning Committee and the Local Arrangements Committee for their hard work. They did a fantastic job. Unfortunately, the hotel did not receive positive ratings. The hotel discounted our bill to compensate for the lack of hot water.

I would like to encourage all of you to become involved in IACRAO. There are many ways you can become involved. For example, you can volunteer to be part of the Membership Committee or the Communications/Publications Committee. 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. You can also become a member of our Diversity Caucus.

If you are interested in becoming a member of the Executive Board, one way is to become a District Chair-Elect. This one year position is responsible for planning a one-day workshop for their district and assisting the District Chair. The District Chair Elect position leads to becoming the District Chair, who serves for one year on the Executive Board. The District Chair is responsible for assisting in planning the sessions and other facets of the Annual Meeting.

Other positions on the Executive Board include Vice President for Professional Activities, Secretary, Treasurer, Equal Education Opportunity Officer, Archivist, Web Site Manager, and Chronicle Editor. The office of President is a three year commitment moving from President-Elect, President, to Past President. Past experience with IACRAO or other professional organizations is generally recommended. Those who serve on the Executive Board receive reimbursement of their travel expenses to the Executive Board meetings, however there is no reimbursement for expenses at the Annual Meeting. If you are interested in volunteering for any of the committees or positions, please contact me at [a-medenwald@niu.edu](mailto:a-medenwald@niu.edu).

I would also encourage those of you who have presented sessions or are willing to share a best practice or a new development to submit your presentation or write an article for the *Chronicle* or for the *College and University*, an AACRAO publication. To submit a presentation or article to the *Chronicle*, contact Angie Byrd at [abyrd@niu.edu](mailto:abyrd@niu.edu) or Wendy Raver at [wraver@niu.edu](mailto:wraver@niu.edu).

Please mark your calendar for the 2006 Annual Meeting to be held in Itasca, Illinois from October 25-27, 2006. Our President Elect, Ron Gregoire and the Conference Planning Committee are hard at work preparing a great conference for us. I look forward to seeing each of you at the Annual Meeting.

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## Mark Your Calendars!

### District Meetings

- East Central, March 23, 2006
- Northeast, March 17, 2006
- West Central, March 17, 2006
- Northwest, March 15, 2006
- Southern, March 31, 2006

### Executive Board Meeting

April 28, 2006

### Annual Conference

October 25-27, 2006

## 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:

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## Chronicle

The *Chronicle* is published three 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](mailto:abyrd@niu.edu) or [wraver@niu.edu](mailto:wraver@niu.edu).

## 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

#### Les Cromwell, Chair

The IACRAO's annual East Central District conference will be held on Thursday, March 23, 2006 from 10 a.m. to 3 p.m. at the Office of Admissions and Records on the campus of University of Illinois in Urbana.

An entertaining and motivational session will be presented by George Hess, Transformation Director of University Strategic Procurement and University Administration. There will also be a "Birds of a Feather" discussion session and a session from William J. Maher, the University Archivist. Lunch will be provided.

Make your reservations to attend the East Central District Spring conference by contacting Les Cromwell with your name, institution name and phone number at [lcromwel@uiuc.edu](mailto:lcromwel@uiuc.edu) or (fax) 217-333-3100.

We look forward to hearing from you soon!

### West Central District

#### Susan Dagit, Chair

IACRAO's West Central District Conference will be held at Bradley University on March 17, 2006 from 9:00 a.m. to 3:00 p.m. The conference is filled with very exciting topics such as last year's outstanding IACRAO presentation from the FBI on National Security Awareness. It focuses on the need for partnership and communication to achieve a positive balance between protecting national security and maintaining values of diversity and openness, so important to the higher education community. Also you will hear how a colleague has encountered some sticky ethical situations in the office. A discussion will follow on how those situations should be approached and resolved. Last but not least we are going to take a look at our office generation constellations of Baby Boomers, Generations Xers and Millennials. Are they really so different or not so different after all?

Registration is free and a St. Patrick's Day lunch will be provided. The registration deadline will be March 10, so please mark your calendars and sign up today by contacting Andy Kindler, Associate Registrar, Bradley University, 309-677-3106, or email request to [akindler@bumail.bradley.edu](mailto:akindler@bumail.bradley.edu). We hope to see you and your colleagues next month!

### Northeast District

#### Eric Gunnink, Chair

The Northeast District meeting will be held at Triton College in River Grove on March 17, 2006. Further information will be available at a later date.

### Northwest District

#### Ann Kalas, Chair

Save the date! IACRAO's annual Northwest District Seminar is right around the corner! The meeting will be held on Wednesday, March 15, 2006 at Kishwaukee College in Malta, IL. Ann Kalas, Northwest District Chair, and Jill Bier, District Chairperson-Elect/Secretary, are working hard to secure an exciting and innovative speaker for all to enjoy. In addition, plans for the seminar include a "Birds of a Feather" discussion, and a tour of Kishwaukee's campus. Complimentary breakfast and lunch will be provided.

We encourage all Northwest district members and support services personnel to attend the seminar. Make your reservations to attend the Northwest District Seminar by contacting Ann Kalas with your name, e-mail, institution name, and phone number at: [akalas@elgin.edu](mailto:akalas@elgin.edu) or (fax) 847-214-7356. Registration deadline is Wednesday, March 8.

More details to come! We hope to see you there!

### Southern District

#### Mindy Reach, Chair

The annual Southern District Meeting will be held on March 31, 2006. We will be returning to The National Shrine of Our Lady of the Snows in Belleville, Illinois. The day will begin at 9 a.m. with a continental breakfast. We will then enjoy a presentation from Allison Combs on stress management in the office. Ms. Combs is the director of the Therapeutic Massage Program of Lewis and Clark Community College and will be bringing a few of her student volunteers to assist her and provide chair massages throughout the day.

After the stress management presentation, there will be two breakout sessions from which members can choose. Forest Walker will be discussing the rules and regulations regarding home-schooled students. Mr. Walker is the director of Accelerated Christian Education (ACE) for Illinois, Minnesota, Wisconsin and Iowa. Also, there will be a group discussion on ethics and ethical dilemmas. Following all the discussions, the St. Clair Lunch Buffet will be served.

We are all looking forward to a great day. For more information contact Jacob Fessler of Lewis and Clark Community College at [jfessler@lc.edu](mailto:jfessler@lc.edu) or 618-468-5258.





## From the Archives

Submitted by Peter Hood, IACRAO Archivist

Over the last several years I have written about the earliest fifteen years of IACRAO. Several months ago I was perusing our National Journals and found an article written about the first fifty years of AACRAO. This historical piece was researched by William Craig Smyser for AACRAO's 50<sup>th</sup> anniversary celebration in 1960. Mr. Smyser was the Registrar at Miami University of Ohio, the first president of AACRAO, and its Journal editor. He spent two prior years documenting the history and interviewing registrars and admissions officers - some of whom were the very first registrars in higher education.

Today I wish to relate to you just a small snippet of this article; the result of his conversations with some of the first registrars. Although it is from a registrar's perspective, I am sure some of our first admissions directors experienced similar situations. I will be quoting extensively from Mr. Smyser's article.

AACRAO was founded in 1910, and as Smyser looked back, the positive changes in higher education were almost unbelievable and our Association played a significant role. In 1910 there was no such thing as an accredited institution and standards varied widely. Bachelor's degrees were awarded in four years or less. The line between diploma mills and bona fide colleges was all but invisible to the average high school graduate.

The author notes that in the year AACRAO was founded a conference of Deans of Graduate Schools requested the Federal Bureau of Education (as it was called then) to classify colleges and universities in the nation. The galley proofs were ready but the press got wind of this listing and the uproar that followed induced President Taft to direct Congress to withhold publication of the list.

This is the background in which the registrar's office came to be, a rudimentary appendage in collegiate institutions. Here is just a sample of these early registrar beginnings:

Mr. Smyser's father was registrar at Ohio Wesleyan in 1904. His predecessor had been a professor of Latin whose records consisted of a large ledger chained to a stand up desk in the corridor.

At the organizational meeting of this Association, a Mr. Pierce of Minnesota recollected, "Mr. Hare's method of keeping all matriculation data in a shoe box was intriguing."

Mr. Smyser's interview with Mr. Gillis, Registrar at the University of Kentucky in 1910 is as follows: "The President said, Professor Gillis, I am asking you to take over the registrar's work in addition to your teaching. It will never take over two hours a day." Mr. Gillis stated: "I had no assistance. The only responsibility was to wait until the end of the term to record the grades of the professors who turned them in, WHEN they turned them in. The records were not consulted in recommending candidates for degrees."

Gillis read the reorganization of the University. No mention of the registrar. The dean commented, "maybe you should have been in on that, but I never thought of you and I suppose no one else did."

"In a few days the president took me to a small room, 9' x 10' and said, "I am giving you THIS, all to yourself." His fingers nearly touched the wall. I noticed hardwood floors in all rooms and hallways except in this little room. In my innocence, I asked when the floor would be finished. I heard for the first time, but not the last, "we are out of money." I saw no method of heating that office except by friction. The president's response to this question was, "we thought you would be in here so little that you would not get cold, but if you get chilly, you could open the door into the dean's office and let the heat come in from there." At that time, I was ignorant of the possibilities of heat from that direction."

There was also the story of Alfred Parrott who became registrar of North Dakota Agricultural College in 1904 who like so many of his colleagues, then and now, did not ask for the registrar's job. He was drafted. He had been professor of mathematics until the previous registrar was caught betraying the secrets of the football team to a rival institution. Mr. Parrott was informed he was to take over.

Mr. Smyser states that the problems Parrott faced were similar to those that he faced in the 1960's except Parrott had to deal with them without the benefit of experience or professional training. No one really knew exactly what a registrar was, what he did or what were the best ways of doing it. When Mr. Parrott, with approval of the president, moved a classroom from one department to another, the aggrieved department retaliated via a faculty resolution: Resolved, that the duties of the registrar are purely clerical.

After trying to cope with these uncertainties and inadequacies for several years, Mr. Parrott decided to send forth fifty letters to fellow registrars suggesting a meeting to talk over mutual problems. Nearly all responded favorably, so a meeting was set for August 15 in Detroit. Space was obtained in a secondary school. Expense money was hard to come by. Now I know all of you readers are problem solvers and creative individuals. I want you to know you come from a long line of creative registrars and admissions officers. This is what Mr. Parrott did. He went to the business manager, Mr. Yoder, and told him, "A bunch of college officials will meet in Detroit in August to talk over common problems and I think we ought to hear what they have to say." Mr. Yoder said, "Let's go." That took care of the expenses and the letter for the meeting went out, signed by both men, inviting not only registrars but accountants, business managers and secretaries.

Continued on next page



## From the Archives Continued

Submitted by Peter Hood, IACRAO Archivist

On a sweltering August day in 1910 in Detroit, twenty-four attendees met composed of eleven registrars, nine accountants, and four who were both (not uncommon in those days). They came from all over the country. There was one representative from Illinois, Mr. C. M. McConn, the registrar from the University of Illinois.

One representative wrote, years later, his most vivid recollection of that first meeting was the way they all perspired while they waited on the schoolhouse steps for someone to unlock the door. Also recollected, was the classroom setting for elementary students and how they had to fold themselves into seats built for children.

Very early in the meeting it became evident that there was a great gap between the problems of the registrars and those of the finance officers. The group divided after lunch.

So, all this background leads to the conclusion that not one but two national associations, AACRAO and the Association of College and University Business Officers, which are active and flourishing today, can trace their origin to that August day in 1910 and that schoolhouse in Detroit.

It is now time for me to turn over the archivist responsibilities to Dale Wolf, retired admissions director from Eastern Illinois University. We have an Association history of which to be proud, and there is so much more of our interesting history that Dale will discover. I have tried to shed some light on our earliest years and to gather material from all our years. We now have six boxes of IACRAO history at the University of Illinois Archives.

In closing, it has been a privilege for me to be a member of IACRAO for the past 30 years, and an honor to be your archivist for the last nine of those years. I thank you for all your assistance to me and for all your friendships.

## Ask a Question, Solve One Problem, Serve the Student

Submitted by Ron Gregoire, President-Elect



Like most colleges, Lincoln Land Community College students are issued system-generated student ID numbers for secure online access to grades, transcripts etc. Some new students were frustrated in their attempts to activate their online accounts. This straight forward activation process requires only the student's SSN, date of birth and student ID. After helping a few of these students through the account activation process, one culprit was identified.

With just a bit more questioning, it was determined that some students were attempting to use their Placement ID that was assigned during placement testing. This Placement ID is entered, along with other identifiers, by the student prior to testing. Some students may not have yet received or do not remember their correct ID or even SSN. Part of the confusion results from similar terminology that prints on the placement exam results that designates this student-generated Placement ID as the Student ID Number. In this reference, the Student ID Number is used only within the score retrieval process; the Placement ID does not actually interface or necessarily need to match the "system-generated" Student ID. Clarification of the Placement ID by the Placement staff now helps remove at least one source of new student anxiety. One down... a few more to go!

**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](mailto:wraver@niu.edu) or Angie Byrd, [abyrd@niu.edu](mailto:abyrd@niu.edu).**



## Legislative Update

Submitted by Maria Moten, Vice President of Professional Activities

### Federal Level:

At the federal level, the House of Representatives is scheduled to vote on S. 1932, the Conference Report on Budget Reconciliation. This legislation cuts \$12.7 billion from student loan programs; the majority of that amount will affect students and families through fixed interest rates and a required guarantee fee. Much of this would come from requiring lenders to return to the federal government funds they receive when borrowers pay a higher interest rate than the one lenders are guaranteed to receive. The budget measure would direct \$3.75 billion of the savings from the loan programs to create a new (but temporary) grant program aimed at encouraging low-income students to enter scientific fields; however, the legislation jettisons the part of the larger Senate plan that appealed to college officials because it made dollars available to a broader array of needy students with fewer strings attached.

The budget reconciliation bill also includes measures that would normally have been part of the Higher Education Act renewal, such as raising loan limits for many students, ending a rule that bars colleges from giving federal student aid if they offer more than half their courses online, and ending the rule that makes more low-income students automatically eligible for the maximum Pell Grants.

Although the budget bill passed both houses, the versions approved by the House and Senate differed ever so slightly because of procedural maneuvering by Democrats, which means that the House must take the measure up again when Congress reconvenes in early February.

### State Level:

At the state level, the Governor's Office just released a new college tuition tax credit that would provide every family with up to \$1,000 in annual credit, based on tuition paid, for each student attending a qualified school in Illinois. The tax credit would start July 1, 2006, meaning that families would be able to claim the credit on their April 2007 tax form for tuition paid after July 1, 2006.

Who is eligible for the tax credit?

Students must be Illinois residents attending Illinois public and private colleges and universities that participate in the Illinois Monetary Award Program (MAP).

Students must be in their freshman or sophomore years only, and must be enrolled at least half time in an undergraduate degree program like an Associate's or Bachelor's.

Freshmen must have earned at least a "B" grade point average high school and sophomores must have earned at least a "B" average in their first year of college to qualify.

Students in certificate and graduate programs are not eligible.

As I understand it, the school would be responsible for monitoring these students and parents applying for the credit and then reporting to the State of Illinois the results for those who qualify. This will require institutions to set up complex infrastructures as well as to dedicate personnel (already taxed with the many administrative burdens of financial assistance programs) to monitor and report on this incentive.

Lastly, the Illinois Board of Higher Education (IBHE) will consider adding dollars for student financial aid, faculty salaries; and students with special academic needs when it votes on a \$2.1 billion general funds budget for higher education operations and grants for fiscal 2007. The budget allocates \$354.3 million for the need-based Monetary Award Program (MAP), an increase of \$7.6 million, or 2.2 percent, over current appropriations. The increase would allow the Illinois Student Assistance Commission to lower its "reduction factor" – a calculation that reduces each financial aid award – from 9 to 7 percent. In addition, the budget calls for spending \$8.2 million – \$1 million increase – on Silas Purnell Illinois Incentive for Access grants, which go to freshmen students with extremely limited resources for college. The increase would expand the number of low-income students receiving the \$500 grants.

Sources:

Chronicle of Higher Education

NASFAA Newsletter-National Association of Financial Aid Administrators

AACRAO-Transcript of the Week-American Association of Collegiate Registrar's and Admissions Officers

College Tuition Tax Credit State of the State 2006 – Project Overview

**“Aim for success, not perfection, never give up your right to be wrong, because then you will lose the ability to learn new things and move forward with your life.”**

— Dr. David M. Burns

## Interview with Carolyn Bartlett Registrar Emeritas, Illinois State University

Submitted by Jill Pierard, Communication Intern at ISU

After spending more than thirty years with Illinois State University, Dr. Carolyn Bartlett can surely offer words of wisdom on Registration and Admissions. In September she graciously agreed to meet with me to share some of her experiences.

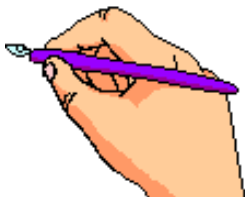
Before her term as IACRAO's president and even before becoming University Registrar, Carolyn Bartlett began her career at Illinois State University as a Residence Hall Director in the fall of 1969. After three years in this position, President Berlow eliminated the Residence Hall Director position. Fortunately, Carolyn viewed this as an opportunity to become an Admissions Counselor. Through this position and several other increasingly responsible positions in the Office of Admissions and Records, she rose to the position of University Registrar.

As a university student in the new millennium, I found it very interesting to learn of the technological changes Carolyn contributed to within the office. In her early years with the university, everything was done by hand and on paper. Registration was very hectic because students arrived in person and visited each departmental table in order to obtain the needed courses. One year, the line of students to register was wrapping around the block! After this, all agreed to move ahead with technological enhancements to the registration process. Carolyn and other University staff helped to bring about the STAR+ telephone registration system. Besides her contributions to Registration and numerous computer systems, Carolyn was pleased to oversee a major move for the office from Julian Hall to Moulton Hall. Carolyn stated that with the creation of the Student Service and Referral Center (SSRC), the Office of the University Registrar has become more accessible and recognizable, which promotes better public service.

Now that Carolyn has retired from her position as University Registrar, what words of wisdom does she have for the rest of us? She stressed that continuing education and professional relationships are important aspects of professional growth. Continuing education will improve your skills, making you better prepared for opportunities that arise. IACRAO participation helps Registrar and Admissions staff members build meaningful professional and personal contacts for life. Carolyn said that her experience with IACRAO enabled her to discuss ideas with other professionals in the field. Also, various IACRAO programs helped her gain more knowledge, and later, to share what she had learned from years of experience. She summarized by enthusiastically saying: Work hard, work smart, then enjoy retirement!

Since her retirement in December of 2003, Carolyn has been enjoying the flexibility of her own daily plans but she has not slowed down. She is active in the ISU Annuitants Association, and she encourages other retirees to remain active in their own local retiree associations and utilize the benefits offered. She enjoys visiting antique shops and maintaining her own inherited antiques. Carolyn also takes pride in being a frequent visiting babysitter of her five month old granddaughter in St. Louis.

On behalf of Illinois State University students, I thank Carolyn for all of her hard work and dedication to Illinois State. Thank you for this interview, and best wishes for your retirement!



### Write for *College and University*

What's the best way to share your ideas, innovations, and opinions with registrars, admissions officers, and enrollment managers nationwide? Write articles for AACRAO's quarterly journal, *College and University*. Louise Lonabocker, Editor of *College and University*, would like to call your attention to the past two issues of *College and University*, which contain several articles written by the PACRAO Writers' Group as well as Joe DiMaria's keynote speech at the Fall 2004 NEACRAO Conference. She is hoping to unearth more content from our state and regional associations. Consequently, she is in search of members who love to write and could share their best practices or new developments by writing an article or commentary. Book reviews are also welcomed.

Authors will receive copies of the issue in which their article appears, and will be issued an author honorarium. For editorial procedures and manuscript preparation guidelines, visit [www.aacrao.org/publications/candu/write.htm](http://www.aacrao.org/publications/candu/write.htm). Feel free to submit manuscripts, letters, and direct inquiries to: Louise Lonabocker, C&U Editor-in-Chief, Director, Student Services, Boston College, Lyons 102, Chestnut Hill, MA 02467; Tel: (617) 552-3318; E-mail: [lonabockerl@aacrao.org](mailto:lonabockerl@aacrao.org) or [louise@bc.edu](mailto:louise@bc.edu).