



# for the RECORD

September 2016 Vol. 3 No. 10

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## 2016 OACRAO CONFERENCE UPDATE



*By: OACRAO Local Arrangements Committee*

### Have you registered for the 2016 OACRAO Conference yet? Don't miss the fun—register today!

Visit [CONFERENCE LINK](#) to register for this year's exciting conference. Don't forget to book your room! Guest rooms at the Deer Creek Lodge are \$121 per night and include a \$2 technology fee plus all applicable taxes and fees. Deer Creek State Park Lodge and Conference Center is located at 20635 State Park Road 20, Mt. Sterling, OH 43143. Call the Lodge at 1-800-282-7275 to make your reservations and receive the special group rate. Be sure to mention you are with "The Ohio Association of Collegiate Registrars and Admissions Officers (OACRAO)" to get the special rates. The Lodge has a 72-hour cancellation policy. If you have questions regarding registration, please contact Shelly McMahon at [samcmaho@owu.edu](mailto:samcmaho@owu.edu) or Frank Yanchak at [frank.yanchak@franklin.edu](mailto:frank.yanchak@franklin.edu) for more information.

### Why should you attend?

- Get "in-the-know" about the hottest topics in our industry,
- connect with vendors for information on the latest in products and services,
- find out about best practices,

*~ Continued on Page 2 : Conference*



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Newsletter Editors: [Mollie Miller](#), Union Institute & University and [Cindy Suter](#), Heidelberg University. **CALL for UPDATES!** Submit news to [Donna Evans](#) by the end of the first week of the month for that month's publication.

**VOLUNTEERS NEEDED!** We are looking for newsletter editors. Do you like layouts and design? Time commitment is only a few hours every other month! Contact [Donna Evans](#) to get involved!

## CONTINUED: 2016 OACRAO CONFERENCE UPDATE

- network with fresh faces and friends,
- learn something new, and
- have fun!

Need more convincing? [Check out what we have planned for you!](#)

Click the above link for a list of this year's exciting conference sessions. You'll wish you could be in two places at once!

**Arrive early and enjoy some of our preconference events and workshops.**

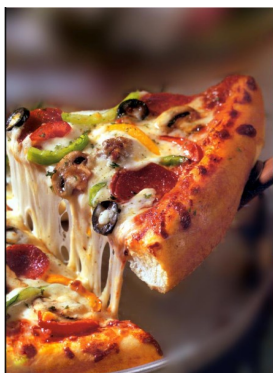


### *Pre-Conference Activities ~ Tuesday, October 4th*

**Tour of Deer Creek Dam (2:00 – 3:30 PM)** – Ever wonder how a dam works? Get a personal tour of the Deer Creek Dam and find out the history and internal workings of this engineering marvel. Participants can pool to the dam and should be prepared for a vigorous tour that includes numerous steps.

**Outdoor Water Activities** – Spend the afternoon with colleagues relaxing on the water in a canoe, kayak or even paddleboats! These activities are weather-dependent and payment can be made on-site.

inside the lodge with a view of the water. There are two different times to choose from: 2-4pm or 4-6pm for only \$15! All skill levels are welcome! The instructor will have a few Ohio-themed canvas paintings to choose from, and she will teach us how to paint all while sipping on our favorite beverage from the nearby bar and laughing with friends, or at each other.



**Tuesday Dinner (6:30-7:30pm)** – Our annual Tuesday dinner will feature a bottomless pizza buffet including gluten-free pizza options, salad, and breadsticks for only \$10! This is a great opportunity to hang out with colleagues before the hustle and bustle of the conference begins. We hope you will join us!



### *Pre-Conference Workshops ~ Wednesday, October 5th*

**Graduation & Commencement Workshop** - This workshop is designed to offer you various options on how to manage your graduating seniors. Representatives from both private and public institutions will be on hand to present their best practices. Topics will include graduation applications, waivers/substitutions, communication tips/tricks, commencement ceremonies, diplomas, and dealing with difficult students. Learn how to survive last minute changes, enforce deadlines and prevent catastrophes. It promises to be a very lively discussion so please bring your own experiences to share! Workshop Registration \$50

**Preparing International Students for Study in the United States: Awareness, Application, Attendance, and Academic Integrity** - All students face challenges as they transition from high school to university; however, international students have the added pressures of living far away from family, adapting to new cultures, using second languages, and facing different styles of education. These stresses can lead to student struggles and often result in failure to have a true American university experience both socially and academically. Adequate preparation on the part of the university can give students a clearer understanding of what they might encounter in the United States and what is expected of them both in and out of the classroom. Join us for a workshop where you will hear about some of the specific issues international students face and learn some methods and strategies you can use to help them prepare for and facilitate their transition to academic life in the United States. Workshop Registration \$50



**We look forward to seeing you there!**

## OACRAO SCHOLARSHIP COMMITTEE

**Student Scholarships:** The OACRAO scholarship committee annually awards 3 students with a \$1,000 scholarship each. Applicants must meet all of the following criteria for scholarship eligibility:

- Current enrollment, at least half-time, at an OACRAO-affiliated college or university
- Current student worker within the Registrar's, Admissions, Student Services, or Enrollment Management offices
- Good academic standing

**Now Accepting Applications-** [OACRAO Scholarship Application](#) and will close on October 30, 2016.

**Scholarship Fundraising:** The proceeds earned at the silent auction, 50/50 raffle, and the beer & wine grab during the annual conference fund the annual scholarships awarded. Monetary donations are also accepted at the conference or through our online [Go Fund Me](#) account.

Your help is needed! The scholarship committee asks your assistance to donate items for the silent auction at the OACRAO conference in October. To raise funds for the scholarships, our primary fundraiser is the silent auction. Would you consider creating a basket of items from your office staff? Have some crafty people that could make something? Have some spare tickets to the arts, sports, or other entertainment that you'd like to give? Willing to ask some local businesses for donations? Know any travel agents that could donate a trip? Have some spare promotional items from your institution that are just sitting around? Could you donate a bottle of wine (retail value of \$10-20) or a 6-12 pack of beer? Please email [Beth Stiles](#), if you plan to provide a donation for the silent auction so she can keep track of it.

A few exciting and new auction items include: Zip line tour; wine tasting with cheese & crackers included; jet pack water adventures flight; Jeni's Ice Cream gift certificate; admission to the Living History Tour at Roscoe Village; Ghost Tour in Marietta; Ohio Wines basket; Shadowbox Live admissions; and more!!!

Don't forget to bring your cash, checks, and credit cards to the conference for the fundraising events!

## CONFERENCE CHARITY DRIVE

### Help West Virginia Flood Victims

This year the Ohio Association of Collegiate Registrars and Admissions Officers is reintroducing efforts to help those in need that are close to home. Earlier this year, West Virginia was devastated by flooding with parts of the state getting over 10 inches of rain. After the water receded, many families came home to find destruction and ruin in its aftermath.

Your Local Arrangements Committee is partnering with Rise West Virginia, a government-sponsored program, to help flood victims. We ask that you consider

hosting a mini-drive on your campus to collect new or gently used items in need:

Leather Gloves  
Goggles/Safety Glasses  
Sheets (All Sizes)  
Winter Coats

N-95 Dust Masks  
Winter Blankets  
Assorted Tools

All items being donated should be brought to the annual conference. Thank you for your efforts!

*Submitted by:*  
[Misty Lenhart](#), Assistant Registrar  
The Ohio State University



## MEMBER SPOTLIGHT: Dawn Franks

**Tell us about yourself?** My name is Dawn Franks. I am married, celebrating 18 years of marriage this September and we have two beautiful children. Samantha who is about to turn thirteen and is a seventh grader and Seth who is eleven and is a sixth grader. I have a Master of Arts degree in education from The University of Findlay as well as a Bachelor of Science degree majoring in Business Management. I think I was headed into business thinking I wanted to be a business tycoon and thankfully my business degree allowed me the opportunity to start working at The University of Findlay.

**What do you do at the University of Findlay?** I am currently the Assistant Registrar at The University of Findlay where I work with a great bunch of people. We all get along so well and it is a nice team atmosphere.

**How did you come to your current position?** I was working at The University of Findlay as Director of our Online Degree Completion Program when I was finishing up my Master's Degree. I was at the point that I needed to finish my student teaching and wrap up my degree or my credits were going to "expire", so my choice was to leave and do the student teaching and see where they took me. Funny thing is that I did do my student teaching but afterward there weren't any teaching jobs in the area, my kids were young, and we didn't really want to move away from family. Monthly I would meet some faculty and administrators that I am friends with for dinner and they said there is a position open in the registrar's office. I was semi-hesitant as I knew the person before me and what she did. Next thing I know, I emailed my current boss "Tony" and then an interview and here I am 8 years later...



**MEMBER SPOTLIGHT:**  
Dawn Franks  
Assistant Registrar  
University of Findlay

**Did you attend the October 2015 OACRAO Conference? Any plans to attend the 2016 conference?** I have attended OACRAO almost every year since I started in this position, however we have some newer ladies in our office and we are now rotating, so I do not think I will be at this year's conference unfortunately. The University of Findlay will be represented well.

**Outside of work, what do you like to do?** Outside of work, I love to spend time with family and friends. I spend many hours at soccer games, dance recitals, basketball games, but mostly soccer! We are a big fan of soccer, so we also attend Columbus Crew games for fun. We love to camp but aside from all of that, I enjoy reading and bible studies.

**Are you originally from Ohio?** I am a Findlay native. I did leave for college then returned and finished at UF.

**What is on your "bucket list" that you want to accomplish in life?** I would say going to Hawaii, taking a cruise, and eventually traveling more overseas are the main things on my bucket list.

*Collected By: Liz Clerkin, VP Membership Development, Registrar Oberlin College*

## NOMINATIONS & ELECTIONS UPDATE

*By: Deb Benton, Chair & Past President, University Registrar at Ohio University*

The Nominations & Elections Committee (N & E) has established a great slate of officers to serve on the Board of Directors and nominees to serve on the next N & E Committee for the 2016-2017 year.

The nominees for the Board of Directors are: Beth DaLonzo, Muskingum University, for President Elect; Michelle Rable, Lourdes University, for Treasurer; and Tina Hummons, Sinclair Community College, for Vice President Workshops.

The nominees for the N & E Committee for 2016-17 are:

At-large members - Two of the four will be elected: Janet Duber, Baldwin-Wallace University; Sue Shepherd, Aultman College; Cindy Davis, The Ohio State University; and Sun Jamerson, Lorain Community College.

Past-Presidents - Two of the four will be elected: Mel Severns, Mount Vernon Nazarene University; Jeannine Shambaugh, Aultman College; Frank Yanchak, Franklin University; and Jack Miner, The Ohio State University.

Complete biographies for each of the nominees were sent to the listserv. Ballots were distributed to all voting members. If you are a voting member, please do not forget to vote by Wednesday, September 28. Results of the election will be presented at the Business Luncheon at the annual conference at Deer Creek State Park.



### OACRAO MEMBER SNAPSHOT:

Deb Benton (OACRAO Past President), Terry St. Peter, Patrick Beatty (OACRAO Treasurer), and David Edwards participated in the Ohio University Bobcat Battalion 2nd Annual Stair Challenge Memorial on September 11, 2016.

## BYLAWS UPDATE

The Bylaws Committee carefully reviewed the Bylaws and have the following recommendations for amendment:

- We propose using the enrollment data based on the Integrated Postsecondary Education Data System (IPEDS) rather than self-reported enrollment data for determining dues and the number of voting members per member institution. This is following the practice of AACRAO to use IPEDS data.
- Clarifying that honorary members are not voting members.
- Clarifying that Institutional Members may designate non-voting members in the non-voting members section.
- Adding Section 8 Membership Benefits. Membership Benefits are referenced in the Bylaws, but not defined anywhere.

The detailed draft of the Bylaws with recommended changes identified has been sent to the OACRAO listserv. If you have questions or comments, please do not hesitate to contact Deb Benton, Chair, Bylaws Committee, or any of the committee members, David Schneider and Frank Yanchak. These recommendations will be discussed at the annual conference during the Town Hall Meeting and will be voted upon at the Business Luncheon.



**SCENE ON CAMPUS:** Muskingum University~ “Quad” in New Concord, Ohio, August 2016

**Submitted by:** Beth DaLonzo, VP Workshops, Senior Director of Admission and Student Financial Services, Muskingum University



## OCTOBER - SAVE THE DATE

**Wednesday-Friday, October 5-7, 2016**

**[90th Annual OACRAO Conference](#)**

@ Deer Creek State Park, Mt. Sterling, Ohio



## APRIL 2017 - SAVE THE DATE



**[AACRAO](#) 103rd Conference Annual Meeting**

**April 2-5, 2017**

**(Sunday-Wednesday)**

**@ Minneapolis Convention Center**

**Minneapolis, Minnesota**