

# What Goes Around, Comes Around

In just a few short weeks, it will be time for another Annual Meeting, and the end of my term as president of OACRAO. OACRAO '98: "Strategizing for Success" is shaping up to be a fabulous conference, with something to offer everyone! Check out the meeting information in this newsletter, as well as on OACRAO's web site. If you haven't already registered, do it today!!

Congratulations to the nominees for the Executive Committee slate of officers: Byron Thorsen, Pontifical College Josephinum, President-Elect Martha Hicks, Ohio State University, Vice President, Workshops Allen Cole, Xavier University, Treasurer

Formal elections will be held during the business meetings at the Annual Meeting. Biography information about all the nominees is included in this newsletter.

At our recent meetings, the Executive Committee has discussed some initiatives which will continue to move OACRAO forward over the next few years, including: new outreach ideas; tie-in's between the AACRAO 2000 Task Force recommendations and our state association; addressing diversity; the Y2000 joint conference with Illinois, Indiana and Michigan; and establishing an OACRAO resource list. It is that last item that I'd like to specifically address in today's newsletter......

For a few years now, AACRAO has maintained a list of professionals with certain areas of expertise who have volunteered to serve as resources for our association. It has been suggested that OACRAO also develop a professional resource list. These folks can be particularly helpful to assist new professionals, address new institutional initiatives, and provide answers for trouble-shooting. While it shouldn't involve much time for those serving on this list, it will likely serve as a great resource and shortcut for those who take advantage of this service. So, how do we get started???

Following is a draft list of topics for our OACRAO resource list. *We need your consideration for three important tasks:* 

1. finalizing the list of topics

2. volunteering to serve as a professional resource for areas in which you feel you have some particular expertise, and

3. nominating those you feel have particular expertise.

We will be discussing this in more detail at the Annual Meeting, but in the meantime, feel free to pass along your comments (and particularly your willingness to serve as a resource) to me at myers.7@osu.edu. Don't be shy about your capability to serve as a resource, and also feel free to nominate others you regard as "experts". We will not list anyone on the final resource list without their acceptance.

This is another small way in which you can make a big impact for our association and its members!! (Con't on page 2)

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("What Goes Around....", Con't from page 1)

Technology-related topics: Data Security Database/Systems Conversions Distance Learning E-Mail and other office support software Imaging/Document Retention Retrieval SPEEDE/EDI Student Informations Systems (general) Voice Response (IVR) World Wide Web/Internet

**Operational Topics:** Athletic Eligibility Calendar Conversions **Classroom Scheduling Consortia Agreements Data Security** Degree Audit **Enrollment Management** Financial Aid (general) Fraudulent Credentials/Documents **Freshman Admissions** Graduate Admissions HEI/OBOR Reporting Home Schooling Institutional Research International Admissions National Student Load Clearinghouse/NSLDS Office Management/Organization Post Secondary Enrollment Options Professional Admissions/Registration/Records Law Programs Health Programs Publications/Communication Recruitment/Marketing Registration Residency Student Records Study Abroad/International Education Transcripts Undergraduate Transfer Admissions

(See top of next column)

<u>Policy Topics</u>: FERPA Human Resouces (e.g. ADA) Legal Issues

I'll start out by volunteering to serve as a resource for FERPA and Legal Issues. What about you??

I look forward to seeing you in just a few weeks!! Brad Myers OACRAO President



# **AACRAO** Notes

Jerome H. Sullivan, an AACRAO member, has been hired as the Executive Director for the national office effective July 1, 1998. Previously, he was Director of Financial Aid and Student Employment at the University of Colorado at Boulder.

AACRAO offers a number of publications for salethat keep members informed of rules and regulations, the latest trends and recent studies. A complete list of publications may be found at the AACRAO website, http://www.aacrao.com/pubs/ index.html. If you prefer, you may contact AACRAO by E-mail at aacrao@pmds.com or fax (301)206-9789.

FERPA workshops are scheduled for November 9 in Charlotte, NC or November 18 in Albuequerque, NM. LeRoy Rooker from the Family Policy Compliance Office Family Policy Compliance Office will conduct the sessions. For more information, contact AACRAO.

Connie Goodman Newsletter Editor

# **Proposed Constitutional and By-Law Changes**

A number of changes to the OACRAO Constitution and Bylaws will be voted on at the Annual Conference in November. According to the Constitution, it is required that the membership be given a minimum of two weeks notice of changes to be voted on at the annual meeting. To that end, the changes are summarized below with <del>deletions noted by strike</del> <del>throughts</del> and **additions noted in boldface**. A complete copy of the Constitution may be found at the OACRAO website: (http:// www.OACRAO.ohiou.edu/constit.html).

#### **OACRAO Constitution:**

<u>Article II, #1</u>: To provide for the dissemination of information and the interchange of ideas between **among** members.

<u>Article II, #4</u>: To meet the professional needs of individuals involved in the admissions and registration process functions of the Admissions' and Registrars' Offices.

## **OACRAO Bylaws:**

<u>Article II, H, #2</u>: This committee shall publicize items of interest regarding the business of the Association and assist the Newsletter Editor **and the Web Master**.

<u>Article II, H, #3</u>: The Newsletter Editor **and the Web Master** shall serve as members of the committee; however, they may not chair the committee.

<u>Article II, H, #4</u>: This committee shall coordinate the production of all printed materials and electronic media, including the newsletter, new member orientation packets and any related matters. The OACRAO secretary shall be the liason from the Executive Committee to coordinate the production of all printed materials, including the newsletter, web site and new member orientation packets.

Article III, section 4 \*\*NEW\*\*: SECTION 4. WEB MASTER. The President, with approval of the Executive Committee, shall appoint a web master to coordinate information for and maintenance to OACRAO's world wide web site. This individual will serve on the Publicity and Publications Committee.

<u>Article VI. Section 1, B \*\*New insert: all other</u> (original B-->E) will ratchet down by one, becoming  $\underline{C}$ -->F\*\*: **B. Preside over meetings of the Executive Committee and other ad hoc meetings of officers and committees, as announced.** 

<u>Article VI. Section 1, D (formerly item C)</u>: Prepare a charge and appointment letter with specifice objectives for each OACRAO standing and ad hoc committee to be forwarded by <del>December 15</del> **January 15**.

Article VI,Section 1, G \*\*NEW\*\*: G. Serve as the Executive Committee liason for the Membership and Mentoring Committee. Article VI, Section2, \*\*NEW\*\*: I. Serve as the Executive Committee liaison for the Audit Committee.

<u>Article VI, Section 3, E</u>: Develop the Committee membership list and submit to the Executive Committee no later than January 15 December 15.

Article VI, Section 4, B: Establish program theme for annual conference with President-Elect **and other members of the Executive Committee**.

Article VI, Section 5, C: In conjunction with the Newsletter Editor, **Web Master**, and Secretary, coordinate mailings to advertise workshops.

Article VI, Section 6, E: Mail out mentor/welcome packets (developed by the Professional Development Committee Membership and Mentoring Committee) to new members of the Association.

<u>Article VI, Section 6, F\*\*NEW\*\*</u>: Serve as the Executive Committee liaison with the Publicity and Publications Committee.

Article VI, Section 6, G \*\*NEW\*\*: Serve as the Executive Committee liaison with the Scholarship Committee.



"STRATEGIZING FOR SUCCESS"

# OACRAO '98 is almost here!

# If you haven't already registered, do it today!

Plan to spend the first week of November in Columbus at the 1998 OACRAO conference. *OACRAO '98* will be held November 4-6, 1998 at the Holiday Inn I-70 East. This year's theme is "Strategizing For Success," and a variety of workshops will provide attendees with strategies to cope with both daily and long-term challenges in higher education. The goal: Success!

Highlights of this year's conference include:

- A Welcoming Session featuring motivational speaker Jep Hostetler and "Humor, Health and Healing."
- Pre-Conference Workshops in "Asset Management," "Government Relations," "Course Applicability System," and "Home Schooling."
- Session topics such as "Strategic Planning: Getting Your Institution Ready for the 21<sup>st</sup> Century," "Coping with the Financial Crisis in the Global Market," "The Changing Environment of Higher Education," and "Post-Secondary Enrollment Options," just to name a few.
- Informal roundtable discussions.

In addition to these working sessions, the Local Arrangements Committee is hoping to add fun to your conference experience by planning several special events. These include a movie-theme Game Night at the hotel and an evening at the Buckeye Hall of Fame Café Restaurant/Game Room with interactive virtual reality games and sports memorabilia. Plus, the Columbus area offers you a full palette of exciting and interesting sites and attractions to independently visit.

You should have already received your *OACRAO '98* registration packet, however you may also review conference information and download the conference registration form at OACRAO's website, http:// www.oacrao.ohiou.edu. A variety of conference attendance options are offered, and you may fax your completed registration form for a quick RSVP (the fax number is provided on the webpage form). We hope to see you in November at *OACRAO '98*!

# 1998 OACRAO ANNUAL CONFERENCE NOVEMBER 4-6 HOLIDAY INN EAST COLUMBUS, OHIO

# OACRAO 98 PRE-CONFERENCE WORKSHOPS

OACRAO again will host pre-conference workshops on November 4, 1998. Four workshops will be offered. All sessions will be held at Holiday Inn Columbus East I-70.

The \$25Workshop Fee includes the workshop, all materials, continental breakfast and lunch.

To register for a workshop, check the box next to your workshop selection on the registration form.

# ASSET MANAGEMENT: WHAT CAN YOU DO?

Money, money, money - there is never enough. This workshop will discuss strategies for the accumulation of assets and managing them wisely. A session on retirement issues will follow in the afternoon.

# **GOVERNMENT RELATIONS: A STATUS REPORT**

The status of federal legislation impacting admissions and registrar's offices will be discussed.

# **COURSE APPLICABILITY SYSTEM: THE OHIO PILOT**

This seminar will reveiw the status of the Ohio pilot test for the Course Applicability System. The system allows students, through the web, to store and evaluate courses from one or more institutions. Applicability of courses at one or more transfer institutions can be determined.

# HOME SCHOOLING: INFORMATION AND ISSUES

As more parents make the decision to teach their children at home, more of these students have been and will enroll at our institutions. This seminar will focus on the legal aspects of home schooling and characteristics of the students we will enroll.

# Meet the 1998 OACRAO Scholarship Recipients

The 1998 OACRAO Scholarship recipients are three young people with proven track records during their high school years and tremendous potential for the future. Each has a history of involvement and accomplishment that helped them in the OACRAO scholarship selection process. We hope you will be able to meet them and make them feel welcome at the Wednesday evening conference dinner.

Emily Perlow of Lancaster High School was a member of the National Honor Society, the National Latin Honor Society, Latin Club, and St. John's Youth Group. She also participated in the Chamber Singers, Drama Club/Theatre and JV/Varsity Tennis in addition to being a peer mediator. Her essay topic was "Involvement in Student Levy Committee to Pass School Levy". Emily is attending The Ohio State University.

Jennifer Shook graduated from Western Reserve High School. She was part of the Academic Challenge Team, Drama Club, National Honor Society, and the Church Altar Guild. She also assisted as a Guidance Counselor Aide, and with the Key Club Food Drive and the Red Cross Blood Drive. Her essay topic was "Leading a Fund Driving Effort to Purchase an Electric Scooter for a Classmate". She is attending Youngstown State University. Jared Sullivan hails from Grove City High School. He was a member of the National Honor Society, Student Government, and the Peer Counseling Program. He was a Grove City Police Department Youth Mediator, a D.A.R.E role model and a mediation presenter. His essay was titled "Involvement as a Trained Mediator in High School and for the Police Department". Jared attends Wilmington College.

#### **Executive Committee Minutes**

The following is a brief summary of the Executive Committee meetings since the last newsletter was published. This will now be a regular newsletter article.

#### July 31, 1998 Meeting:

Members present: Brad Myers, President; Dick Carpenter, Vice President Program; Jim Hamberg, Vice President Workshops; Bob Myers, Secretary; Sharon Akridge, Treasurer, Lorinda Bishop, President Elect; Glenn Davis, Past President. Others present: Mindy Starcher and Martha Hicks, LAC Co-Chairs.

Minutes of the May 8, 1998, meeting were approved without change.

Dick Carpenter reported he is maintaining an on-line schedule for the program of the anual meeting. He is working out the remaining details for Friday's sessions. Two vendors have commited to the vendor track and one is pending.

Mindy Starcher reported the LAC committee was under budget with \$2000 in expenses and \$850 in revenue. Registration packets were handed out with target distibution to the membership in early September. A discussion about partial registration fees with debate about the final price per day was held without a decision. Denim shirts with OACRAO will be purchased for LAC and Exec members. Door prizes will be drawn a every large gathering and disposable cameras will be available on tables for the dinners. Cameras will be collected and film developed for use in the newsletter, next year meeting and archives. Bob Myers will contact the P&P committee regarding this initiative. A slide show of previous meetings will run continuously at the registration table. Thursday evening activities include a "drive-in" movie theme and a separate game room and concession area. Friday's appreciation lunch will be from the Pizza Hut in the hotel.

Jim Hamberg reported four workshops are planned for autumn and that the first two summer workshops were cancelled. Home-Schooling was changed to a pre-conference workshop. Jim suggested we try to keep fees down to \$25.

The treasurer's report was approved without change. Funds are now in Star Bank in Cleveland. Attempts will be made to find a more statewide bank.

Brad Myers reminded the committee that the Nominations and Elections Committee needs nomination for Treasurer, VP Workshops, and President-Elect by August 31st. N&E Committee need members to conclude two past-presidents and two at-large members. Also, members should be encouraged to apply for AACRAO Board of Director openings, to include President-Elect, Vice President for Regional and Institutional Issues, and Vice President for Enrollment Management, Admissions and Financial Aid.

Lorinda Bishop reported Ramada Inn at Maumee and Holiday Inn across the street will be the site of YR2000. Rates will be \$69/night.

The next meeting will be September 11, 1998.

#### September 11, 1998 Meeting:

Members present: Brad Myers, President; Dick Carpenter, Vice President Program; Jim Hamberg, Vice President Workshops; Bob Myers, Secretary; Sharon Akridge, Treasurer. Members absent: Lorinda Bishop, President Elect; Glenn Davis, Past President. Others present: Mindy Starcher, LAC Co-Chair.

The minutes of the July 31, 1998, meeting were approved without change.

Dick Carpenter reported the annual meeting was coming together fairly well with the exception of filing recorder positions. Three vendors have commited for the vendor track. Brad Myers suggested moderators for the various school sessions. Mindy Starcher reported LAC was beginning to spend money in preparation for the annual conference. Fifteen vendors have confirmed, with one pending. It appeared that Hewlett Packard may have paid two vendor fees last year and there was a question if this might be a reason they are not returning in 1998. If further checking showed this to be the case, it was approved for the booth fee to be waived this year. A movie will be shown as the entertainment portion of the entertainment for Wednesday evening. Brad asked Mindy to send brochures to other organizations, i.e. OACAC, financial aid and bursars organizations. The next Executive meeting will be held as a walkthrough meeting at the Holiday Inn East on October 23rd.

Four workshops are currently planned for Autumn, 1998. Jim Hamberg reported he is looking at early December for Technology Day, which was removed from the summer workshops.

Mary Bodnovich, Membership and Mentoring Com-(Con't on page 7)

## Nominees for 1998-99 Officers

The slate of officers for the 1998-99 OACRAO Executive Board has been set. The vote will be conducted during our November conference. **President-Elect: Byron "By" Thorsen** By is Registrar/Director of Information Systems at Pontifical College Josephinum. As a member of OACRAO, he has been Secretary of OACRAO, Vice-Chair, Chair and a member of the Data Management & Research Committee, and a member of the Audit, Local Arrangements and Constitution Committees. By has also been a presenter on occasion. He is currently a member of the AACRAO Program Committee.

#### **Treasurer: Allen Cole**

Allen is the Associate Registrar responsible for management of the student information system, development of the automated degree audit, and supervision of student academic records with transfer credit and degree checkout/dipoma processing at Xavier University. He also teaches mathematics and computer science as an adjunct faculty member. An active OACRAO member, Allen has been Vice- Chair and Chair of the Data Management and Research Program Committee and the Audit Committee. He has served as coordinator of Conference Registrations, a member of the Local Arrangements Committee and has presented at several sessions. Other professional affiliations includeAACRAO, CORe (Jesuit School Regtrars), SISU (national software group), and Pi Mu Epsilon (mathematics scholarship society).

#### Vice-President, Workshops: Martha Hicks

Martha is Assistant Director of Professional Program Admissions at The Ohio State University. She has been involved with OACRAO since 1993 and has chaired the ad hoc committee to develop the OACRAO Scholarship and served as the committee's Chair during its first year. Currently, Martha is Co-Chair of the LAC committee with mindy Starcher for the 1998 Columbus Conference.

Information biographies for nominees may be found on our website when they are available.

## Air Force Institute of Technology

After careful review of the Air Force Institute of Technology (AFIT) program at Wright-Patterson AFB, Ohio, the Air Force has decided to continue operating it with slight modifications. The two schools, The GraduateSchool of Engineering and The Graduate Acquisition and Logistics School will be merged into one school. A new name has not been determined. AFIT offers Air Force officers a unique opportunity as well as enabling them to acquire advanced academic degrees.

AFIT has a proud history of Department of Defense-focused graduate education, research and consulting. More than 12,000 Air Force Students have received bachelor's master's and doctoral degrees through AFIT since resident degrees were first granted in 1956.

#### Linda Johnson

AFIT Associate Admissions/Records Officer

#### ("Minutes"Con't from page 6)

mittee chair attended to "brainstorm" outreach ideas with Executive committee members. It was agreed that the committee should pursue memberships from admissions, graduate admissions, medical, nursing and law schools.

Approximately half of the member schools have paid their dues to date and there have been many membership demo data updates from schools paying their membership bills. An up-to-date fiscal report was handed out for review. Sharon Akridge reported that Star Bank hasn't been giving interest on account but that she was pursuing making contact with the right person.

Bob Myers reported that the Promotion and Publicity Committee has been somewhat usurped by the Membership and Mentoring Committee and other committees. It was suggested that we may have overlapping responsibilities and that possibly some committees could be phased out.

Brad Myers distributed copies of constitution updates and asked the committee to review before the next meeting. He also passed out the Resources List and asked the committee to review this and respond. A discussion was held regarding whether OACRAO needs to be proactive regarding its diversity. No decisions were made but not significant problems were identified.

# ..UPDATES....UPDATES....UPDATES....UPDATES....UPDATES...

#### Baldwin-Wallace College

• Baldwin-Wallace has successfully completed their calendar conversion to semesters and their computer conversion to Colleague.

• Vickie Lofton is the new Assistant Registrar of Evaluations.

#### **Bowling Green State University**

• BGSU has changed its registration and schedule process. The advance registration of students into courses they intended to enroll in for the next semester used for demand analysis has been eliminated. Beginning Spring Semester, 1999, students will register only for specific sections, allowing the registration process to be streamlined and for easier communication of registration times to students.

• The classroom scheduling software package, Schedule 25, has been installed at BGSU and will be used for the first time with the assignment of classrooms for Spring Semester 1999.

• Nadine Johnson, a long-time employee of the Office of Records and Registration, has been appointed Assistant Registrar effective September 1. Previously, she worked with the operational responsibilities of the office's systems, the OBOR enrollment reporting, and with SIS security access tables.

#### **College of Wooster**

• Jonathan C. Edwards began as Assistant Director of Admissions/Coordinator of International Admissions in August. He earned a B.A. from Luther College (1988) and an M.S. from The University of Illinois (1996). Jonathan will oversee international student recruitment with travel in Europe and Latin America, Fall 1998. His domestic territory includes the Pacific Northwest, California and Hawaii. Previously, he was an International Education Admission Officer at Central College Abroad, Pella, IA. • Susan Guldin Fischer became Assistant Director of Admissions in July. She has a B.A. from DePauw University (1993) and and M.A. from Northwestern University (1996). She oversees publications and other electronic media. Her territory includes Arizona, Colorado, Florida, Kansas, Kentucky, Missouri, Nevada, New Mexico, Oklahoma, eastern Pennsylvania, South Dakota, Texas, Utah, West Virginia, and Wyoming. Susan was an Admissions Counselor at The Ohio State University previously.

• Megan C. McLaughlin began as an Admissions Counselor in September. She will oversee the overnight host program and serve as campus visit cocoordinator. Her travel areas include Indiana, Michigan and Ohio.

#### **Clark State Community College**

• Clark State Community College has a new Dean of Students, Dr. Tom Marshall. He joins Clark from Capital University Law School.

#### **Ohio State University**

Gene Schuster, has assumed responsibility for a long-term special project to select and implement a new Student Information System for Ohio State.
Brad Myers has been appointed Acting Registrar.
Barbara Wharton has been promoted to Assistant Registrar for Testing Services.

#### **Ohio University**

• Marge (Sis) Mowery has been promoted to Assistant Registrar for Registration and Jane Pidcock to Assistant Registrar for Operations and Systems Analysis. Marge will oversee all aspects of registration, scheduling and vereran's affairs. Jane will continue to lead the graduation area and will have office-wide responsibility for analyzing the work flow related to specific duties and various computer programs and systems that drive/serve work flow.

#### **Otterbein College**

• Cindy Davis is the new Associate Registrar. Cindy previously worked in Records and Registration at Central Ohio Technical College and at Kent State University. She holds an MEd from Kent and a BA from the University of Akron.

• Laurie Maynew is the new Assistant Registrar for Graduation Services. Laurie previously worked in the Continuing Studies Office at Otterbein. She holds a BS from Franklin University.

#### **Owens Community College**

• Fall Semester enrollment is 15,878!

• Two new sports have been added this year: Men's Soccer and Women's Fast Pitch Softball.

#### Xavier University

• Susan Abel is the new Assistant Registrar, replacing Krista Warner. Susan's areas of responsibility will be registration, grading, class schedule development, and classroom management/room scheduling.

• Kathy Schmitt joins the office as the Information Services Specialist.

• Rose Plening was promoted to Curriculum/Certification Specialist within the office.

# **OACRAO** Governmental Relations Liaison

Several months ago, I naively accepted our President's request to help develop within OACRAO a more responsive, informed governmental relations capability. It seems as if an ever increasing rate of our higher education offices are being deluged with additional state and/or federal mandated policies. These new/revised state/federal policies require us to perform additional functions, often without providing additional functions, often without providing additional functions without plete the tasks. We are all aware of the continuing challenge to increase our job descriptions without increasing our budgets or personnel.

In an attempt to keep the membership informed regarding these new/revised policies and requirements, OAACRAO has established a Governmental Relations Liaison position as an attempt to focus efforts on keeping members informed of what's happening on the higher education policy front. I am feeling a bit overwhelmed with this responsibility, but have agreed to "have a go at it" for the next few months. As I related to President Brad, I am certainly not setting myself up as a government relations guru such as Daren Bakst, but am merely stepping forward in an attempt to serve as a focus point for our efforts to keep the membership informed in this area.

I urge all of you to consider joining the CPHE (Center for Policy in Higher Education) organization. This is Daren Bakst's electronic, on-line attempt to be proactive in the entire higher education policy arena. Located in Washington with many connections to congressional happenings, Daren is on the cutting edge of federal governmental legislation in the higher education area. It is not practical, nor probably necessary to report all of Daren's weekly/ monthly updates to you. Depending on the nature of your institution, much of what comes in these reports may not be particularly relevant to you or your institution. However, for many of you who work at large public institutions, membership in CPHE would be extremely useful to your keeping up to date on all the higher education changes pertinent to your institution. Information about CPHE can be accessed at www.cphe.org. OACRAO was the first organizational member of CPHE as it formed earlier this year. Our membership provides a direct avenue of communication between our Government Relations Liaison and the Washington-based organization.

In addition, a communication link has been established between OACRAO and state legislative activity via the State Relations Office at Ohio State University. Our thanks to Colleen O'Brien, Director of that office, and her Executive Assistant, Linda Ferrill (daughter of our own Gene Roller from Wittenberg), for their willingness to assist us in this important information flow.

I will be attempting to keep OACRAO membership informed concerning significant higher education policy mattters through the OACRAO Newsletter, OACRAO Websites (www.OACRAO.ohiou.edu), Annual Meeting and possibly throught the Ohio Reg list serve. Obvious focus of our attention will be issues such as Hope Scholarship, Solomon Amendment, Student Right to Know, Graduation Rate Reporting and Campus Security/Crime Reporting Issues.

Most importantly, I would invite and appreciate your feedback and recommendations on how we can better serve the membership in the governmental relations/higher education policy area. If you need certain types of information that you are not routinely getting through your normal sources of information, let me know and we'll try to include those in our articles and updates. I look forward to serving you in this new capacity.

#### Jim Noe

Dean of Student Affairs, Mt. Carmel College of Nursing Past-President of OACRAO

## **OACRAO NEWSLETTER**

Office of the University Registrar The Ohio State University 1800 Cannon Drive #1200 Columbus, OH 43210-1230



TO:

#### **OACRAO** Newsletter

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