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2001

**MACRAO**  
Seventy-Third  
Annual Meeting

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## *A Message from the President Elect*

*Welcome home to Shanty Creek!* MACRAO is truly pleased to be back “home” at Shanty Creek *November 7-9, 2001*, to celebrate our 73rd Annual Conference, *“Leading the Way to an Exciting Tomorrow...MACRAO and You”*.

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We have a great conference planned for you! This year, committees worked hard to develop sessions they think you will find beneficial. You’ll also note that we’ve taken your feedback from previous years and are now offering sessions that are longer for those topics that require additional time. We are also pleased to offer a complimentary IPEDS Training Workshop to our members this year!

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As is the case with all successful conferences, no one person is responsible for the planning of this conference. As President Elect, I was responsible for putting together a committee that plans and implements the annual conference. This committee, together with the hard work of the Committee Chairs, is truly what makes the annual conference come together!

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The Local Arrangements Committee that I have worked with this year has been wonderful! We’ve had a great deal of fun planning this year’s conference. This group of individuals has put so much of themselves into this conference. They’ve taken the time to truly look at what our membership wants and where we should be going as an organization in the future. Without them, my year as President Elect would not have been as fulfilling nor would planning this year’s conference been as much fun! So my most *genuine thanks* to my Local Arrangements Committee!

*Kara Braxton, Walsh College*  
*Kathy Gilman, Lawrence Technological University*  
*Thomas Goodley, Madonna University*  
*Tricia Hack, Lawrence Technological University*  
*Lisa Kujawa, Lawrence Technological University*

*Ed Loyer, University of Michigan, Ann Arbor*  
*Tory Parsons, Grand Valley State University*  
*Sheri Samaha, University of Michigan, Ann Arbor*  
*Paul Wright, University of Michigan, Ann Arbor*

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I truly believe that this conference offers something for everyone! Together, with the Local Arrangements Committee, we encourage you to join us at this year’s conference to enjoy the opportunity to learn what’s currently happening in our profession, renew old relationships and establish new ones.

Sincerely,

Holly A. Diamond, *President Elect*

MICHIGAN ASSOCIATION OF COLLEGIATE  
REGISTRARS AND ADMISSIONS OFFICERS

# *"When You're Green You Grow, "When You're Ripe You Rot!"*

## *MACRAO Proudly Welcomes Mr. Chuck Coté!*



***Chuck Coté is a resource specialist who works with leaders who want to move their organizations forward and people who want to grow and excel!*** Chuck has over 28 years of corporate and entrepreneurial experience as well as a lifetime of both successes and setbacks to share with people.

Chuck wouldn't let us spoil the surprise by telling you everything he was going to present, but he said to tell the MACRAO members this, "come prepared to act and think like a 6 year old!"

Mr. Coté spent 17 years at Quebecor World Pendell Inc. and retired as Executive Vice President after he helped the company grow from sales of \$4 million and seventy employees to \$65 million in sales and over five hundred employees. During his management tenure at Pendell, he was responsible for every facet of business operations including sales and marketing, customer service, production, finance, human resources and administration.

As an entrepreneur since 1988, he has started and managed four different companies in areas as diverse as graphic arts production, rubber recycling, people training and development and professional speaking and coaching/consulting.

### ***Chuck is hired for one or more of the following reasons:***

- ★ Leaders need unique insights to help them move their organizations forward;
- ★ Individuals need greater flexibility, direction and resilience to master the changes and the challenges they face;
- ★ People need the knowledge, skills and attitude to grow and excel both personally & professionally.

### ***He works with people to help them achieve excellence in two areas:***

- ★ Shares proven and practical strategies on how to master the changes and challenges they encounter in life so they can grow and excel;
- ★ Shows them how to become incredibly competent and confident as a speaker by developing unshakable public speaking and presentation skills.

Mr. Coté defines excellence as a higher level than success but much more realistic and attainable than perfection. Excellence acknowledges the fact that trial and error, mistakes and missteps are not failures. Rather they are a natural part of the process of learning, growing, doing and becoming more in life. Chuck helps you get solid, measurable, long-term results. Whether it's hearing him speak, participating in a seminar, or one-on-one as a coach and consultant, you benefit because you are more enlightened, more focused, more confident, and more motivated. You discover how to be more effective in all the areas of your life!

Chuck is also a throat cancer survivor. Currently in remission, Chuck is living a long, healthy, happy and productive life. He is married and has one son and two stepdaughters. He balances his life and loves to have fun skiing, scuba diving, running, hiking, playing golf and reading.

→ *keynote speaker*

## AACRAO Representative Joins MACRAO!

MACRAO is pleased to welcome our AACRAO Representative, Mike Allen. Mike is currently the AACRAO Vice President for Records and Academic Services. He has 27 years of experience with community and senior colleges. He is also the former president of the Texas ACRAO. He is currently Associate Registrar at the University of Texas at Austin.

**Welcome to Michigan, Mike!**

## Bring a Give-Away!

The Local Arrangements Committee has worked to secure some great prize give-aways for the MACRAO members!

In addition, **we are asking each institution to bring a college item** (sweatshirt, mug, t-shirt, etc.) **for donation as a give-away prize.** You can drop off your item at the Registration Desk when you check in. **Thank You!**

## Send us your Homecoming or High School Picture!

We're going to have a contest in the registration area where we post homecoming or high school pictures of our members! The MACRAO member who guesses the most identities of the individuals posted will win the contest and a prize!

Please send your photos by October 31st, along with your name and current institution written on the back of the photo to:

Thomas Goodley • Admissions Office  
Madonna University

36600 Schoolcraft Rd. • Livonia, MI 48150

Or, you can bring the photo with you to the conference, however it must be submitted by 7:00 p.m. on Wednesday, Nov. 7, 2001.

## Are you ready? Are you set? Then let's GO!

**MACRAO Gang Cruises Back to Shanty Creek!**

This year's MACRAO Local Arrangements Committee (LAC) has two nights of fabulous events planned for your conference entertainment. After a great dinner complete with popular brainteasers from Paul Wright and Ed Loyer, we have an excellent movie that portrays strong leadership skills, "Remember the Titans." While enjoying the movie, popcorn, pop and ice cream will be served. For you die-hard, dance until you drop MACRAO people, there will be entertainment in the Shanty Creek Lounge!

You better bring your Sunday best for Thursday evening; we have a homecoming dance planned. We have a night of great entertainment and laughs, with a notable DJ and entertaining MC for the evening's festivities. Don't forget to ask a date, ladies' choice!



We are anxious to see old friends and make new ones, renew our networking connections with fellow colleagues and truly enjoy Shanty Creek. The entertainment will allow you to do all those things. Don't wait, buy a new dress, bring your best tuxedo or suit, or go through your closets and attics and find your old prom attire. We're ready to P-A-R-T-Y!!! Join us, won't you? MACRAO & you... See you in November!

# LEADING THE WAY TO AN EXCITING TOMORROW...MACRAO AND YOU!

## 2001 MACRAO CONFERENCE AGENDA

### WEDNESDAY, NOVEMBER 7, 2001

12:00 pm - 7:00 pm . . . . . REGISTRATION/CHECK-IN

1:00 pm - 4:00 pm . . . . . **COMPLIMENTARY PRE-CONFERENCE WORKSHOP  
IPEDS TRAINING WORKSHOP**

AACRAO, in collaboration with the U.S. Department of Education and the Association for Institutional Research (AIR), is presenting a workshop addressing the new IPEDS data submission requirements. The workshop will provide an intensive review of the IPEDS changes and their impact on the data submission activities that colleges and universities must engage in. It is designed to assist both the seasoned and new IPEDS data provider in complying with the IPEDS collection requirements.

The following specific topics/issues will be addressed:

- ★ the technical (technological) requirements associated with the IPEDS collection: this portion of the workshop will provide details on the web collection facility now required for data submission, and will cover: a) the registration process, b) web data entry, c) how to retrieve, view and edit data prior to final data submission, d) system/architecture requirements: file uploading, downloading, data migration, data importing and migration, e) data locking.
- ★ the data collection changes: this segment will focus on: a) the new/additional data items and elements required, b) the new collection cycles (Fall, Winter, and Spring), and c) the new calculation methods and definitions that must be used to comply with the requirements.
- ★ the uses of the IPEDS data. This segment will discuss the data bases/tools that the Department of Education has established to make IPEDS data available to institutions and the public. An overview of how to access and use 2 of the data tools (i.e., the Peer Analysis and COOL databases) will be presented. Details on using the tools to perform institutional comparisons, data analyses and aggregation, and report generation will also be provided.

5:00 pm - 6:00 pm . . . . . **FIRESIDE CHATS**

#### *FS CHAT 1    What's My Next Step: Education*

This session is for the admission professional that has been in the field for 2-4 years and looking to move up. What type of graduate program would make them more successful in the field? Information about program and different opportunities you may have at your current institution.

**PRESENTERS:** Cheryl Guc, Walsh College • Tracey James-Heer, Grand Valley State University  
Sedgwick Harris, Kellogg Community College  
**SPONSORING COMMITTEES:** Graduate & Professional Studies & Secondary School Relations  
**SESSION LEADER:** Cheryl Guc, Walsh College

Discussion will include various topics related to equal education.

**PRESENTER:** Equal Education Opportunity Committee  
**SPONSORING COMMITTEE:** Equal Education Opportunity

FS CHAT 3 Is MACRAO Working For You?

Join members of the Executive Committee to provide your feedback as to your experiences with MACRAO. This is also your opportunity to give suggestions for the future of MACRAO! Suggestions for new initiatives, improvements and changes are most welcome!

5:30 pm . . . . . FIRST-TIMERS SESSION

If this is your first MACRAO Conference, WELCOME! Join this session and have all your questions about MACRAO answered. Find out how MACRAO can help you personally and professionally!

6:30 pm . . . . . DINNER & FUN!

9:00 pm . . . . . ACTIVITY OF YOUR CHOICE

Your selection of any of the following:

- ★ Movie: "Remember the Titans" and Refreshments
- ★ Entertainment in the Shanty Creek Lounge Area
- ★ Board and Card Games in a reserved room



THURSDAY, NOVEMBER 8, 2001

7:00 am - 12:00 pm . . . . . REGISTRATION/CHECK-IN

7:30 am - 9:00 am . . . . . BUFFET BREAKFAST

7:30 am. - 9:00 am . . . . . COMMITTEE CHAIR/CO-CHAIR BREAKFAST

9:00 am -10:30 am . . . . . CONFERENCE KEYNOTE ADDRESS

"When You're Green You Grow, When You're Ripe You Rot" • Mr. Chuck Coté, The Chuck Coté Company

10:45 am. . . . . VENDOR INFORMATION AND NETWORKING & BREAK

11:00 am - 12:00 pm . . . . . SESSION 1

1.1 "Who Moved My Cheese?"

You will have the opportunity to view the highly proclaimed "Who Moved My Cheese" video and participate in a group exercise and discussion about change within the university/college and office. You will learn how to effectively handle change and find positive ways to approach change.

**PRESENTERS:** Tricia Hack, Lawrence Technological University • Sedgwick Harris, Kellogg Community College  
**SPONSORING COMMITTEE:** Secondary School Relations  
**SESSION LEADER:** Tricia Hack, Lawrence Technological University

an exciting tomorrow

2001 Shanty Creek

**1.2 I Think I Can...I Think I Can...I Think I Can...Have a Successful Training Program!**

Keep your telecounseling operation “on-track” by “conducting” a complete quality training program. This session will highlight how Western Michigan University “engineers” training in a systematic way – from “building up steam” at a semester opening retreat to “chugging” along with initiatives each “live long” day. Don’t just “pass the time away”, get “on-board”: and “speed” your program to exciting new “destinations”!

**PRESENTERS:** *Scott Hennessy, Western Michigan University • Nicole Klann, Western Michigan University*

**SPONSORING COMMITTEE:** *Enrollment Management*

**SESSION LEADER:** *Pam Liberacki, Western Michigan University*

**1.3 College Fair Etiquette - Are You Committing a Faux Pas?**

Join the Day/Night committee for a frank talk on leaving early, arriving late, giveaways and other important etiquette tips for attending college nights.

**PRESENTERS:** *Shannon Mulally, Northwestern Michigan College • Michael Lopez, Grand Valley State University*

**SPONSORING COMMITTEE:** *College Day/Night*

**SESSION LEADERS:** *Shannon Mulally, Northwestern Michigan College • Michael Lopez, Grand Valley State University*

**1.4 Developing a Co-Curricular Transcript**

Learn how CMU has developed a voluntary co-curricular record as a way of recording, verifying and tracking students’ involvement in leadership, service, cultural and general student activities. This record is totally separate from the academic transcript and is a joint effort between the Registrar’s and Student Activities Offices.

**PRESENTER:** *Steve Grenus, Central Michigan University*

**SPONSORING COMMITTEE:** *Registrar’s Practices*

**SESSION LEADER:** *Steve Grenus, Central Michigan University*

**1.5 Phase I Successes - Transfer Courses to the Web and Now  
Phase II Transfer Guide Information to the Web**

This session will focus upon how mission “impossible” became mission “possible” through hard work, technology and student-centered persuasion. It will include a presentation by three different colleges regarding their institutional “wins and challenges” with getting transfer guides to the web. There will also be discussion regarding the impact that transfer information on the web has on the admissions process. Discussion on the advantages and challenges of placing transfer information on the web for students, parents and others to access that supports the transfer of student between and among the colleges and universities within Michigan.

**PRESENTERS:** *Lisa Kujawa, Lawrence Technological University • Tom Hoiles, Michigan State University  
Duff Zube, Delta College*

**SPONSORING COMMITTEE:** *Data & Technology*

**SESSION LEADER:** *Marc Payne, Mott Community College*

**1.6 Friendly (Admissions/Records) International Policies**

Admitting international students is challenging — but think of it from the students perspective: coming to a new country; learning a new language; making new friends; filling out hundreds of forms for the INS for F-1 paperwork! How can we make it easier for these students?

**PRESENTER:** *Kathy Orscheln, Eastern Michigan University*

**SPONSORING COMMITTEE:** *Graduate & Professional Studies*

**SESSION LEADER:** *Cheryl Guc, Walsh College*

**12:00 - 12:20 pm . . . BREAK & VENDOR INFORMATION AND NETWORKING**

**12:30 pm . . . . . LUNCH AND MACRAO BUSINESS MEETING  
EEO AWARD PRESENTATIONS**

*leading the way to*

### 2.1 Undergraduate Student Recruiting: The Role of the Faculty

This session provides information gathered for an in-depth study of the use of faculty to recruit undergraduate students at Michigan public four-year universities. Statistical data, perceptions of admissions directors and faculty and recommendations for improving relations with the faculty recruiters on your campus will be presented.

**PRESENTER:** *Kevin Pollock, West Shore Community College*  
**SPONSORING COMMITTEE:** *Enrollment Management*  
**SESSION LEADER:** *Paul Schroeder, Michigan State University*

### 2.2 Who Wants to Be a Millionaire?

Come to this session and get rich on discussion about principles of good practice, college night procedures benefiting from high school visits & recruiting the 21st century student. Take this opportunity to cash in on priceless & valuable information!

**PRESENTERS:** *Dave Jackson, Kettering University • Sedgwick Harris, Kellogg Community College*  
**SPONSORING COMMITTEE:** *Secondary School Relations*  
**SESSION LEADER:** *Sedgwick Harris, Kellogg Community College*

### 2.3 Accelerated & Bachelor Completion Degree Programs

There are a variety of accelerated degree programs running throughout Michigan. It is the committee's opinion that partnerships could be maximized between complimentary institutions if more were known about the institutions. Join this panel discussion to learn about the existing accelerated and bachelor degree completion programs as well as collaborations that exist between institutions.

**PRESENTERS:** *Evan Montague, Lansing Community College • Donna Franklin, Cleary College*  
*Bob Morris, Franklin University*  
**SPONSORING COMMITTEE:** *Enrollment Management*  
**SESSION LEADER:** *Evan Montague, Lansing Community College*

### 2.4 Urban, Rural and Suburban Recruiting: The Differences

Panel discussion involving high school counselors and students from each area. Session will include information on the differences between each community and strategies on how to more effectively recruit students from these areas. Are there preconceived notions about what and who can be more effective in each community?

**PRESENTERS:** *Thomas Goodley, Madonna University • LaShawn Pruitt, Lawrence Technological University*  
**SPONSORING COMMITTEE:** *Equal Education Opportunity*  
**SESSION LEADER:** *Thomas Goodley, Madonna University*

### 2.5 What Faculty Want from Registrars

Now this is an interesting statement! A survey was sent out to gather data to help answer this question. This session will review the results of the survey and the suggestions that were submitted as a result.

**PRESENTER:** *Karen Hutslar, Central Michigan University*  
**SPONSORING COMMITTEE:** *Registrar's Practices*  
**SESSION LEADER:** *Karen Hutslar, Central Michigan University*

### 2.6 Issues in International Admissions

Panel discussion on topics related to international student admissions, such as, but not limited to: visa categories and acquisition; the TOEFL and other English competency tests; evaluating international credentials; and the documentation of financial support.

**PRESENTER:** *Jim Crawley, Grand Valley State University*  
**SPONSORING COMMITTEES:** *Graduate & Professional Studies and Secondary School Relations*  
**SESSION LEADER:** *Cheryl Guc, Walsh College*

### 2.7 *What's New from the Clearinghouse: The First Year's Experience*

In the mid-2000, the National Student Clearinghouse announced 3 new services: EnrollmentVerify, DegreeVerify and EnrollmentSearch. Hundreds of schools have outsourced these activities by implementing some of these new services. This session will focus on the experiences of those schools that have been using these new services. A panel of your colleagues will discuss their decision to use these services, the process of implementation and resulting benefits for their institutions.

**PRESENTERS:** *Mark Champion, Grand Rapids Community College • Dugland McMillan, Michigan State University  
Donald Gwinn, National Student Clearinghouse*

**SPONSORING COMMITTEE:** *Executive Committee*

**SESSION LEADER:** *Tricia Hack, Lawrence Technological University*

3:15 pm . . . . . **BREAK & VENDOR INFORMATION & NETWORKING**

3:30 pm - 4:30 pm . . . . . **SESSION 3**

#### 3.1 *Transfer Articulation Agreements – As A Recruitment Tool*

Let us maximize the use of Transfer Articulation Agreements to ease the burden on the student! Join this session to learn how transfer articulation agreements not only help an institution, but the tremendous positive impact they can have on our students.

**PRESENTERS:** *Jan Munday, Schoolcraft College • Bob Morris, Franklin University*

**SPONSORING COMMITTEE:** *Enrollment Management*

**SESSION LEADER:** *Stuart Baker, Schoolcraft College*

#### 3.2 *Testing and Assessment: It's Impact on Admission Decisions*

ACT, SAT, MEAP and other standardized tests - are these tests inherently biased toward certain groups? Session will focus on issues surrounding testing and assessment of minority, urban and low-income students. Are there any drawbacks pertaining to standardized testing in general? Should tests be relied on heavily in making college admission decisions? Are tests an accurate indicator of academic achievement?

**PRESENTERS:** *Mark Mayberry, Exam Experts, Inc. • Tyrone Winfrey, University of Michigan, Ann Arbor*

**SPONSORING COMMITTEE:** *Equal Education Opportunity*

**SESSION LEADER:** *Stephanie Spears-Boothe, Oakland Community College*

#### 3.3 *The Tale of Calendar Creation—Ever Wonder How They Came Up with the College Day/Night Calendar?*

Join the Day/Night committee for a historical perspective of where we were and where we are going with college fairs. Discussion will include sanctioned vs. non-sanctioned (does it even work?), career fairs (is your school attending?) and future fair sites.

**PRESENTERS:** *Sara Klooster, Northern Michigan University • Gail Downey, Northwestern Michigan College*

**SPONSORING COMMITTEE:** *College Day/Night*

**SESSION LEADERS:** *Sara Klooster, Northern Michigan University • Gail Downey, Northwestern Michigan College*

#### 3.4 *Maximizing Your Campus Visit Programs*

Join this session to learn how to recruit student ambassadors and to keep them motivated. Learn what works and what doesn't work at other institutions! Time will also be provided to session attendees and panelists to share ideas for improvements and changes.

**PRESENTERS:** *Megan McNally, Oakland University • Holly Toggweiler, Oakland University*

**SPONSORING COMMITTEE:** *Secondary School Relations*

**SESSION LEADER:** *Holly Toggweiler, Oakland University*

### 3.5 *Picture It – Imaging Update*

This session updates last year's session on the same topic. We will examine how imaging is being used and to what extent it can be used.

**PRESENTERS:** Nancy Terres, Michigan State University • Keith Williams, Michigan State University  
Diann Cosine Michigan State University • Paul Schroeder, Michigan State University

**SPONSORING COMMITTEE:** Registrar's Practices

**SESSION LEADER:** Sheryl Matsudo, Michigan State University

### 3.6 *Houston, We Have a Problem – How 4-Year Colleges Can Better Recruit at Community Colleges*

We all know that community college visits are important to recruiting students. However, do we really know the population we are trying to recruit? Many recruiters treat community college visits like high school visits, but do not end up with the same results. Come to this workshop and learn more about the characteristics of a community college student, how to find large minority college student groups and learn successful ways other 4-year colleges are recruiting at community colleges.

**PRESENTERS:** Marc Payne, Mott Community College • Susan Cushnier, University of Michigan-Dearborn  
Tom Hoiles, Michigan State University

**SPONSORING COMMITTEE:** Articulation

**SESSION LEADER:** Susan Cushnier, University of Michigan-Dearborn

### 3.7 & 4.7 *Project Management for Dummies or Staying on Top of the Project* (3:30 pm - 5:30 pm) **NOTE: This is a double session**

This double session will help participants gain an understanding of tips, tools, techniques, and methods needed to plan and control any project, large or small. Participants will explore both basic tools and learn how to use them as decision aids during the tracking and controlling phases of a project. Of equal importance, the participants will learn to create a climate of cooperation in the workplace that will foster project completion.

**PRESENTER:** Jerry Kaminski, Project Manager, RPSS CBL

**SPONSORING COMMITTEE:** Data and Technology

**SESSION LEADER:** Ron Hughes, Macomb Community College

4:30 pm - 5:30 pm . . . . . **SESSION 4**

### 4.1 *The Untapped Market: Continuing Series*

Session will focus on topics related to non-traditional student populations that can help in increasing enrollment, if more consistent efforts were made to recruit and retain these groups.

**PRESENTERS:** Dan Segura, Delta College • Ray Hernandez, Delta College  
Lucida Briones, Michigan State University • Mark Nazario, Michigan State University

**SPONSORING COMMITTEE:** Equal Education Opportunity

**SESSION LEADER:** Charles Burt, Grand Rapids Community College

### 4.2 *Motivating to Leadership*

Leading is much more than achieving the goals of your institution for that recruitment period or enrollment management cycle. It is more about developing staff at your respective institutions to achieve quality communication mechanisms, effective negotiating skills, and establishing the building blocks for sustaining relationships. This session focuses on strategies that will empower leaders to implement a staff development plan resulting in improved leadership throughout the organization.

**PRESENTER:** Lisa Kujawa, Lawrence Technological University

**SPONSORING COMMITTEE:** Professional Development

**SESSION LEADER:** Marie Pritchett, Macomb Community College

### 4.3 Retirement Planning

Attend this session and learn practical information to position yourself for the road to retirement. Don't miss this opportunity to have your questions answered by the TIAA-CREF representative in a relaxing atmosphere!

**PRESENTER:** TIAA-CREF Representative  
**SPONSORING COMMITTEE:** Registrar's Practices  
**SESSION LEADER:** Steve Grenus, Central Michigan University

### 4.4 Recruiting for Gay, Lesbian, Bisexual and Transsexual Students

In recent history, colleges and universities have come to value the contributions of diverse populations on their campuses. As such, diversity is actively pursued through college admissions initiatives. Still, targeting lesbian, bisexual, gay and transgender (LGBT) students for admissions recruiting has not been widely addressed in the relevant professional literature. Attend this session and learn of the research that was done at one institution and the initiatives that can be implemented to help you recruit a more diverse population.

**PRESENTER:** Carl Einhaus, Western Michigan University  
**SPONSORING COMMITTEE:** Executive Committee  
**SESSION LEADER:** Pam Liberacki, Western Michigan University

### 4.5 + Electronic Documentation and Imaging (4:30-6:30 p.m.) NOTE: This is a double session.

An overview of implementation, current use and future plans in admissions, financial aid and student records. Get ideas and share what you are doing. This session is a follow up to 2 presentations at the 2000 Great Lakes conference. This will be a two-part format, with the second part being question and answer.

**PRESENTERS:** Nancy A. Terres, Michigan State University • Pam Horne, University of Michigan, Ann Arbor  
**SPONSORING COMMITTEE:** Data and Technology  
**SESSION LEADER:** Lois Forrester, Andrews University

### 4.6 Privacy Statements on College and University Web Sites

The web offers an opportunity to gather personal data to improve the quality of services, but students are justifiably concerned about internet privacy. The construction of a privacy statement for a web site will be demonstrated and discussed.

**PRESENTER:** Mike Allen, University of Texas at Austin; AACRAO Representative  
**SPONSORING COMMITTEE:** Executive Committee  
**SESSION LEADER:** Dick Stevens, Macomb Community College

## 5:00 pm - 6:00 pm. . . . . ROUNDTABLE DISCUSSIONS

### RT 1 Road Warriors

This session is for all the participants of the New Admissions Professional workshop in September. This round table discussion will give you a chance to tell us how the workshop was helpful to you. See old & new friends and tell us all your stories about your first travel season.

**PRESENTERS:** Tracey James-Heer, Grand Valley State University • Sedgwick Harris, Kellogg Community College  
**SPONSORING COMMITTEE:** Secondary School Relations  
**SESSION LEADER:** Tracey James-Heer, Grand Valley State University

### RT 2 Two Year Institutions (subjects to be determined Wednesday evening)

### RT 3 Four Year Public Institutions (subjects to be determined Wednesday evening)

### RT 4 Four Year Private Institutions (subjects to be determined Wednesday evening)

### RT 5 MCCAD Annual Fall Meeting

6:30 pm . . . . . PAST PRESIDENT'S RECEPTION

7:00 pm . . . . . DINNER

Recognition of Honorary Members, Committee Chairs and LAC Members

9:00 pm . . . . . MACRAO Homecoming Dance

D.J., Dancing & More!

FRIDAY, NOVEMBER 9, 2001

7:30 am - 9:00 am . . . . . BUFFET BREAKFAST

9:00 am - 10:00 am . . . . . SESSION 5

**5.1 Road Rules...Fitness for the Road Warrior**

If you know every fast food joint in your territory, have we got the session for you! Tips on fitness, diet and stress while on the road. Learn how to stay healthy during travel season.

**PRESENTERS:** Marcie Otteman, Central Michigan University  
Roger Smith, University of Michigan-Flint

**SPONSORING COMMITTEE:** College Day/Night

**SESSION LEADERS:** Marcie Otteman, Central Michigan University  
Roger Smith, University of Michigan-Flint

**5.2 Expanding the Horizons Partnerships - the New Face of Articulation**

Step out of your world without compromising integrity and quality through the untapped community college market. A sharing of new creative and innovative partnering ideas.

**PRESENTER:** Jan Munday, Schoolcraft College

**SPONSORING COMMITTEE:** Articulation

**SESSION LEADER:** May Kay Lawless, Oakland Community College

**5.3 The Train Has Left the Station: Making Web Applications Work for the Student, the High School Counselor and the College Admissions Office**

A poll of college-bound students in 2000 revealed an almost equal preference for on-line vs. paper applications, 43% vs. 44%. The preference for on-line applications grew from 21% to 43% in just two years! Clearly the age of the electronic application has arrived and the students are ready for it! Are admissions professionals? High school counselors and college admissions staff need to work together to develop new procedures and processes that will accommodate this method of application, and at the same time also maintain high quality counseling and excellent service to students and their families. This session will present the best practices related to on-line applications from the college/university, student and high school perspectives.

**PRESENTER:** Pam Horne, University of Michigan, Ann Arbor

**SPONSORING COMMITTEE:** Data & Technology

**SESSION LEADER:** Kathy Orscheln, Eastern Michigan University

**6.1 Home Schooling 101: The Basics**

As a potentially significant student population, the home schooled student has legitimate concerns and issues that may be different from the traditional high school student. What are these issues and how do they relate to college admission? Find out the basics about state academic requirements, socialization aspects for the home schooled students, athletic involvement, success rates, etc.

**PRESENTERS:** Sedgwick Harris, Kellogg Community College • Cynthia Merritt, Walsh College  
**SPONSORING COMMITTEES:** Equal Education Opportunity and Secondary School Relations  
**SESSION LEADER:** Sedgwick Harris, Kellogg Community College

**6.2 Financial Aid 101...What Do You Need to Know Regarding Financial Aid as an Admissions Person?**

A class in the fundamentals of financial aid and answers to those basic questions you get at a college night program.

**PRESENTERS:** Julieanne Tobin, North Central Michigan College • Diane Chambers, Schoolcraft College  
**SPONSORING COMMITTEE:** College Day/Night  
**SESSION LEADER:** Julieanne Tobin, North Central Michigan College

**6.3 Tips for New Registrars**

Practical advice and direction for the new or nearly new registrar and/or how to survive the temptations and distractions of the new position.

**PRESENTERS:** William DeWolf, Albion College  
**SPONSORING COMMITTEE:** Professional Development  
**SESSION LEADER:** Marie Pritchett, Macomb Community College

***Will You Need Day Care or Baby-Sitting Services at the Conference?***

Shanty Creek offers both a day care facility and private baby-sitting services for those of you who would like to bring your children to the conference. This is a fantastic service and has offered working parents the opportunity to attend the MACRAO conference in previous years!

<b>DAY CARE COST</b>	<b>BABY-SITTING COST</b>
Half Day ..... \$21	1st 2 children ..... \$7/hour
Full Day ..... \$30 (plus \$6 for lunch)	after 1st 2 children ..... \$8/hour
Per Hour ..... \$6	

**ADVANCE RESERVATIONS ARE REQUIRED** for this service. If you are interested in taking advantage of this opportunity, please call 1-800-678-4111, ext. 7685 to make your reservations.

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**MACRAO**  
Seventy-Third  
Annual Meeting