



# CURRENT

KACRAO Current February 2005



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## REMINDERS:

Summer Drive-In  
Workshop July 20 in  
Hutchinson

KACRAO 2005  
Annual Conference at  
El Dorado, KS  
Sept. 28-30

“The Road to El Dorado”, is currently under construction. The contractor has informed me that we are right on schedule to host KACRAO 2005, September 28, 29 and 30. We are anticipating no delays in construction and we are sure all roads will lead to a great time of enlightenment, inspiration and good old Kansas fun. You can make room reservations now. Call the Best Western Hotel at 316-321-6900. KACRAO has a block of rooms available. If you prefer to stay at a SUPER 8, located across the street from the Best Western, call 316-321-4888.

Make plans now and remember that all roads lead to El Dorado!

## KACRAO Represented at the KASSP Conference and is on the way to KCA!

By Roger Schieferecke, Vice President for Admission Services

KACRAO was an exhibitor at the Kansas Association of Secondary School Principals (KASSP) at their annual conference in the Fall. This was an excellent opportunity to visit with Principals from across the state.

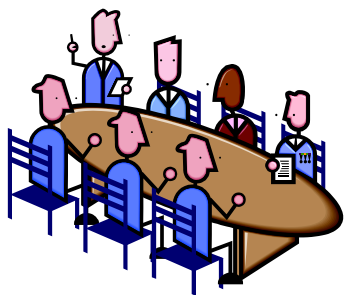
In March, KACRAO will be an exhibitor at the Kansas Counseling Association's (KCA) annual conference in Topeka. The conference will be March 3-4.

Activities such as these provide KACRAO the opportunity to get our name out and into the minds of school counselors and administrators. It is also a great opportunity to listen to the needs and challenges of the high schools within the state. Both of these organizations are very appreciative of KACRAO's involvement in their annual conferences.

If you have any questions, do not hesitate to contact me at [rschiefe@fhsu.edu](mailto:rschiefe@fhsu.edu).



Don't let your support staff miss out on this year's Summer Drive-In, which will present many great sessions at this "Extreme Makeover" workshop!



### **LOCAL ARRANGEMENTS COMMITTEE**

**Paul Kyle, Chair**

The 2005 KACRAO conference opening on September 28 will be at Butler Community College, as well as the evening dinner and entertainment. The group will then either go to the drive-in across from the campus or have a night "on their own". September 29 sessions will be at the hotel, the evening dinner and entertainment will be at Prairie Rose and then karaoke at the hotel bar. The 2005 conference information will be on the Web site.

### **PROGRAM COMMITTEE**

**Jon Armstrong, Chair**

The program committee reports plenty of sessions for the 2005 KACRAO conference. Two repeat sessions from the 2004 conference will be Identity Theft and Immigration. Following the keynote speakers on Sept. 28 there will only be two sessions, one for the new admissions counselors and one for the rest of the attendees with the keynote speakers. There will not be a morning keynote speaker on Sept 29 and Dawn Pleas-Bailey, VP for Student Life at Southwester College, will be the luncheon speaker that day. The mentor/mentee meeting and committee meetings will be moved to break times before and after the luncheon on Sept 29. The break times have been added into the schedule due to additional time needed for set up and tear down by the hotel staff for the luncheon.

### **NOMINATIONS AND ELECTIONS COMMITTEE**

**Joey Linn, Chair**

Todd Moore has already updated the online nominations and elections form. The first of April a notice will be sent to the Listserv to begin nominating 2005-06 KACRAO officers. Nominations will be accepted for 3-4 weeks and a slate of officers will be presented to executive council at the June 14 meeting.

### **PROFESSIONAL DEVELOPMENT COMMITTEE**

**Ben Schears, Chair**

Planning for the Summer Drive-In Workshop is full-steam ahead! Be sure to mark July 20, 2005 on your calendar as a chance to send your institution's admissions and registrar support staff to Hutch for this great opportunity. We will be featuring sessions on email etiquette, identity theft, workspace makeovers and more as we present "Extreme Makeover" as our theme for this year's workshop. Keep your eyes on the KACRAO listserv as more details arrive!!!

### **PLANNING FOR COLLEGE COMMITTEE**

**Aaron Hamilton, Chair**

A mailing went out to 250 high schools the week of December 15. The Planning for College presentation has been updated on the Web site. Letters to certified presenters go out in February. The committee proposed that the executive council waive the requirement that trainees be in the profession for one year. Executive council discussed the issue and decided to keep the requirement.

## KACRAO 2005 Annual Conference Pre-Conference Activities

By Chad Steinkamp

KACRAO 2005 "Road to El Dorado" kicks off on September 28th so mark this date on your calendar. Don't forget to arrive a little early or even the night before to participate in the Pre-Conference activities! We have some very good options for everyone this year. As always, we will have the annual golf tourney at the Prairie Trails Country Club, morning walk/run, a tour through the Art, Oil and Baseball museums and something new this year, the Grizzly Adventures Challenge Course.



Grizzly Adventures is a new pre-conference activity that provides the ultimate training for building a successful team and improving self confidence.

KACRAO and Butler Community College are excited to offer this new and demanding tool for growth in leadership, problem solving, communication skills and most of all, FUN! Participants work with certified facilitators to process what they have learned and apply it to life. Please feel free to bring out your team or yourself to experience what a Challenge Course has to offer. The session will run from 8:00am to 12:00pm and will consist of Low Course (Teambuilding) and the High Course (Risk Taking). The cost is \$25/person for 4 hours on the course. If you have any questions please feel free to contact me at 316-322-3192 or e-mail [csteinka@butlercc.edu](mailto:csteinka@butlercc.edu).



### **Greetings from the College Planning Conference Committee!**

As the 2004-2005 travel season comes to a close and travel plans are being developed for 2005-2006, it is a good time to review, as an association, the Statement of Good Practices for Secondary Student Recruitment.

The Statement of Good Practices provides guidelines for Professional Responsibilities, High School Visits, Campus Visits and Home Visits. To summarize just a few points:

- KACRAO member institutions shall not use current college students for recruitment purposes during regular high school hours.
- Athletic, ROTC and other individual departmental recruiters as well as proprietary schools and military agencies shall adhere to the Statement of Good Practices.
- Students should be permitted to visit a campus during a school day so that daily campus operations may be observed.
- The admissions officer shall make visits to the student's home only with prior approval of both the student and the student's parents and with consideration of the family's privacy and time.

The complete Statement of Good Practices can be found on the KACRAO website at [www.kacrao.org](http://www.kacrao.org). As many of you may be hiring new staff over the summer, please share with them the Statement of Good Practices. Let's all work on continuing to uphold the mutual respect that has made Kansas a great place to be in higher education!

## New Personnel at FHSU!

By Roger Schieferecke, FHSU Director of Admissions

Trina Powell was hired as the Office of Admissions Office Manager/Tour Coordinator. Trina comes to FHSU from the law firm of Coffman, DeFries & Northern, in Topeka. Trina and her husband, Todd, recently relocated to Hays to try and re-live those wonderful years they spent here as students!

Levi Marconnet was recently hired as an admissions counselor. Levi graduated from FHSU in December with a degree in Psychology. He was formerly the tele-recruitment supervisor on staff.

Kylee Colson was also a December graduate hired as an admissions counselor. Kylee graduated from FHSU with a degree in Public Relations. Kylee comes to us with extensive experience in Financial Aid as she was employed as a student assistant in that office for four years.

If you see a white car pulled to the side of the road and the driver is looking at a map, please pull over and point my new road warriors in the right direction!!

*"If you see a white car pulled to the side of the road and the driver is looking at a map, please pull over and point my new road warriors in the right direction!"*



## Butler Community College Personnel Updates

Sherri Conard was hired in April 2004 as an Admissions counselor for Butler. She is a graduate from Butler and Emporia State University. Sherri comes to us with much Financial Aid experience as she was in charge of the Stafford Student Loan program at Butler for almost 7 years.

Chad Steinkamp has recently been appointed the Assistant Director of Admissions at Butler. He has been with the Admissions office for 8 years.

**Attention....the KACRAO Scholarship has been extended until March 15, 2005!!**



The KACRAO Current is published four times a year and is a member-written, member-published newsletter of the Kansas Association of Collegiate Registrars and Admissions Officers. If you wish to submit an article or have comments, please contact a member of the Executive Counsel or contact Sherri Conard, Admissions Counselor at Butler Community College, at 316-322-3245 or email [sconard@butlercc.edu](mailto:sconard@butlercc.edu)

## Subscribe to the KACRAO Listserv!

### To Subscribe to the Listserv::

1. Send a note to listserv@ksu.edu
2. Leave the subject blank
3. In the body type: sub kacrao-1 FistName LastName
4. You will receive a reply message shortly, reply back to that message with the text OK.
5. After that you will receive a message that will include all the instructions regarding the use of the listserv.

**DID YOU KNOW** that KACRAO has an Admissions and Registrar's Listserv? For more information and instructions on how to subscribe go to Member Log-In, then click on KACRAO Listserv Instructions.

**Stay Connected with Fellow KACRAO Members!**

## 2005 KACRAO CALENDAR OF EVENTS

### March

3rd and 4th—Kansas Counseling Association (KCA) conference in Topeka  
28th, 29th, 30th, 31st & April 1st —AACRAO Conference

### April

5th—Executive Council meeting 10am at El Dorado conference site

### June

14th—Executive Council meeting 10am at WSU Woodman Alumni Center

### July

30th—Summer Drive-In workshop in Hutchinson

### September

27th—Executive Council meeting 7pm at El Dorado conference site  
28th, 29th & 30th—KACRAO Conference

### November

8th—Wichita Future's Fair

