



EARLY SUMMER, 2004

TACRAO 2004

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Lottery. Seven letters. Three syllables. One word. Thousands of hours of work. Like many of you, our office is up to its eyeballs in Lottery "stuff".

Budget. Six letters. Two syllables. One word. Tons of stress. For many of us this year, the word budget is always followed by the word cut. Everyone is trying to "work smarter" at the same time as we work harder.

Memphis. Seven letters. Two syllables. One word. Four days of fun, networking, and information. This year's TACRAO Annual Meeting will be November 17 - 19 in Memphis. When you merge all of the state-wide talk about money with the rich musical heritage of our host city, you get this year's theme, "The Piggy Bank Blues". The TACRAO Board of Directors is looking forward to our return to Memphis and

seeing you there. This past year in Chattanooga, we had close to a record-number of first-time attendees. We're hoping to see all of them back this November with even more new folks.

The most important thing it will take to make this year's annual meeting a success is YOU. If you have never presented at an annual meeting, it's time to start. If you've presented a dozen times, why stop now? If you have ideas and are willing to present a session at the annual meeting, please let me know. If you're not the type to jump up in front of a group of folks and present, there are other opportunities to help out as well. Just let us know you're willing.

I hope to see all of you in November in Memphis.

Tim Amyx
President-Elect

What about the TACRAO Calendar?

The final pieces of the TACRAO calendar are quickly falling into place. The Calendar Committee members have been working diligently to contact the state's high schools, community colleges, and universities to arrange the Fall travel calendar. Due to homecomings, fall breaks, and scheduling conflicts with locations, you will notice a few changes in this year's calendar. Because of these reasons, the TACRAO travel season is starting earlier this year.

Just to let you know, in East Tennessee, the Hamilton County-LCA Fair at the UTC Arena

will be held on September 2 - 3 (the week before Labor Day). Also, in West Tennessee, the Memphis Agricenter Fair has been scheduled one week later than usual. This year, it will be held on Monday, October 25.

The Fall 2004 TACRAO Calendar will be distributed via email by mid-July to the calendar contact at each institution. If the calendar contact at your school has changed, please contact Mona Snell at ssnell@memphis.edu so she can update the information.



Service Project - Ronald McDonald House (RMH)

“A University should be a place of light, of liberty, and of learning.” –Benjamin Disraeli

As TACRAO members, we are to promote higher education and support other members with a friendly spirit. As an organization, we have the responsibility of helping our fellow citizens whenever possible. This year, TACRAO members will do just that by providing the Ronald McDonald homes across the state with donations and necessary items. The state has been divided into three sections: West, Middle and East. Here's how you can help:

West TN

William Winstead from the University of Memphis has been contacting the colleges and universities in that area. Here is a break-down of what each school is to bring:

UT Martin: papertowels
 Dyersburg State: dishwashing detergent
 Jackson State: microwave popcorn
 Union University: toilet paper
 Lambuth University: disinfecting wipes
 Rhodes: (tentative) fruit cups, snacks
 CBU: powdered laundry soap
 University of Memphis: folders with pockets
 LeMoyne-Owen College: Bleach/dryer sheets
 Southwest TN CC: fruit juice boxes

On June 23, the non-Memphis colleges and universities will meet at Jackson State's campus, in the University of Memphis office, to pick drop off materials. On June 30, the goods will be delivered to the Ronald McDonald House in Memphis. All of the participating schools are

invited to send representatives to deliver the donations to the Ronald McDonald house on June 30. “I've been encouraging people in the Admissions offices to participate, and maybe spread the word campus-wide about collecting donations,” said Winstead. For more information about West TN collections for the House, contact Winstead at wwinsted@memphis.edu.

Middle TN

Heather Mattson at Volunteer State is currently contacting Middle TN schools to ask for their support in the RMH project. She can be reached at heather.mattson@volstate.edu or 615-230-3688.

East TN

East TN has been divided into two regions.

The co-coordinators for the middle East TN region are Brenda Rector, Maria Gonzales and Jim McDaniel (all of Roane State). Contact Brenda at rector_bw@roanestate.edu for drop-off locations and deadlines.

Upper East TN is currently working on their project details. Co-coordinators Kathy Feagins and Kyle Jackson, both of ETSU, are heading up the project. Contact Kathy feaginsk@etsu.edu or Kyle jacksonk@etsu.edu for more information.

Contact your region's coordinator to find out how your school can be a part of this TACRAO service project for RMH. When you deliver the items to the House, take photos of your goods and the representatives so we can put them on the website.

Thanks for your help in making this a success!

Camp TACRAO

Ever miss those summers when you went to camp? Remember arts and crafts, games, campfires, sing-alongs?

The Summer Admissions Workshop Committee invites all new and seasoned admissions counselors to attend Camp TACRAO, to be held on July 8 and 9 at Montgomery Bell State Park. This two-day sleep-away camp will be a fun time to meet new and experienced admissions counselors, trade travel secrets and prepare for an exciting recruitment season.

The cost to attend Camp TACRAO is \$30 per person (not including lodging), and reservations must be made by July 2.

For more information, visit the Activities page on TACRAO's website at www.tnacrao.org/activities.htm (click on “Summer Admissions Workshop” to see the informational flyer). If you have any questions, contact William Winstead at wwinsted@memphis.edu or 901-678-4011.

RMH project contacts:

West TN:
 contact William Winstead
wwinsted@memphis.edu

Middle TN:
 contact Heather Mattson
heather.mattson@volstate.edu

East TN (middle region):
 contact Brenda Rector
rector_bw@roanestate.edu

East TN (upper region):
 contact Kathy Feagins
feaginsk@etsu.edu or
 Kyle Jackson
jacksonk@etsu.edu



Mark your calendars to attend
Camp TACRAO
 on July 8 and 9, for both new
 and seasoned admissions
 counselors.

TACRAO Support Staff Workshops

Plans are underway for the 2004 Support Staff Workshops for east, middle and west Tennessee. This is a wonderful opportunity for your support staff to participate in professional development, interact with colleagues from other schools and just enjoy a day away from the office.

Each of the workshop chairs will be sending information to all schools in their respective areas, but here are the plans as they stand now:

- ◆ The east area workshop will be held at the Tusculum College Knoxville campus on July 9th beginning at 8:30 am EST. Their Workshop theme is, "Don't Worry, Be Happy!". For more information contact Amanda Hackworth or Mary Hatmaker at 865-693-1177, ext. 5005.
- ◆ The middle area's workshop is currently "under construction" and more information

will be coming soon. Connie Budai at Volunteer State has graciously agreed to organize workshop (actually she might say she got drafted). We tapped her talent a little late so she is working hard to get a great program together for that area. She can be contacted at 615-230-3688.

- ◆ The west area has chosen to have a fall workshop. The workshop will be held at the University of Memphis on October 8th. They are hoping to host the participants in a brand new building on campus. For more information, contact Noel Schwartz at 901-678-5910.

Please share this information with all Admissions and Records staff and encourage them to make plans to take advantage of this opportunity!

Brenda Rector
VP for Data Management and Research



Summer is coming... stay informed when away

As the summer approaches and vacations are scheduled, communicating with other TACRAO members is sometimes difficult. One of the best ways to stay informed of TACRAO summer activities and news is to join the TACRAO Listserve. It's simple to join, and you'll stay informed even when you're not at work.

To join, go to the TACRAO website at www.tnacrao.org. Click on "Listserve". There you'll find directions on how to join and how to use the Listserve.

Join today! Encourage others in your office to also join and stay "in the know" this summer!



Registrar's Roundtable and Graduate School Forum

Are you the Registrar at your university, or do you work closely with the Registrar's office? Is the Graduate School office where you work to serve students? Want to talk with other schools to see how they are handling certain issues?

If any of these questions describe what you do at your school or what you want to know, then you should consider attending the Registrar's Roundtable and Graduate School Forum this year.

Plans are being finalized right now for this year's meeting. The agenda for the day includes a guest speaker to discuss and answer questions on a current higher education issue, and a

roundtable discussion to trade ideas, and hear what other institutions are doing to solve problems.

The proposed date is June 25, and the forum will be hosted at Tennessee State University. The registration fee is \$20, and reservations must be made by June 11.

Check the Activities page on the TACRAO website at www.tnacrao.org/activities.htm for the registration information, reservation form, and finalized details. For more information on this Forum, contact Kyle Jackson, TACRAO Vice-President for Records and Registration, at 423-439-4230.



Attend the Roundtable and Forum to discuss issues and new ideas.

Tennessee Association of Collegiate
Registrars and Admissions Officers

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What is TACRAO? (from the Members Guide)

The organization is a non-profit, professional association whose purpose shall be to provide for the exchange of ideas and information and about higher education in the State of Tennessee and the nation as a whole, to promote the advancement of higher education, to support and promote the professional development of and the friendly spirit of cooperation and unity among its members, and to act as a coordinating agency among the member institutions.

Mindless Fun

M	G	P	B	N	I	Y	V	W	P	A	D	R
A	N	G	O	F	U	E	N	L	L	B	O	B
E	I	P	F	O	L	P	A	V	Q	I	U	X
R	W	R	R	H	L	Y	R	W	A	Z	E	X
C	S	X	O	D	G	K	L	K	E	K	C	J
E	G	T	I	R	E	L	K	N	I	R	P	S
C	L	N	O	O	A	L	B	B	P	L	A	Y
I	R	U	I	B	P	O	P	S	I	C	L	E
M	N	E	E	M	T	O	O	F	E	R	A	B
D	Z	S	C	T	M	T	Y	G	L	E	W	L
J	A	H	E	C	U	I	O	D	A	U	V	I
B	O	O	X	G	O	N	W	T	K	G	N	Y
Z	E	C	P	H	Q	S	V	S	E	I	O	B

BAREFOOT

BASEBALL

BIKE

HOT

ICECREAM

LAKE

PLAY

PLAYGROUND

POOL

POPSICLE

SOCCER

SPRINKLER