



OCPA News

Summer 2002
Volumn 24 , No. 8

TOP TEN TECH TIPS By Stuart Brown, President StudentAffairs.com

Technology is a ubiquitous part of our administrative lives. E-mail. Cell phones. The Web. Palms. Desktop computers. How would we function without these omnipresent tools? While sometimes it seems technology has overtaken our 9:00 a.m.-5:00 p.m. existence, the reality is most student affairs professionals are not well versed in technology and its applications. The dichotomy hinders our incorporation of technology within the office environment and stagnates our personal growth and development. The solution? Integrating the following Top Ten list into your work-a-day world is a worthwhile start.

1. **FAMILIARIZE YOURSELF WITH THE BASICS**--Does anyone still own (or remember) the IBM Selectric, mimeo machine or dittoes? In our daily activities its important to have more than a passing knowledge of such applications as word-processing, spreadsheets, presentation software, and page layout, to name just a few.
2. **HTML CODING**--You dont need to become a programming whiz, but with the preponderance of the Web in our professional lives understanding some elementary html coding (<http://www.htmlgoodies.com/primers/basics.html>), the language underlying the Web, enables us to gain valuable insights into the behind-the-scenes composition of the World Wide Web.
3. **IMPROVE YOUR I.T. GLOSSARY**--RAM, processor speed, MP3, IM, PDA, chatrooms, spamevery week, it seems, a new word, acronym, or phrase enters the information technology vernacular. Staying abreast of these terms (<http://www.matisse.net/files/glossary.html>) shows you can talk the talk with more erudite colleagues and experienced students.
4. **ISSUES AND TRENDS**--Staying current with hot topic issues and trends--online harassment, privacy, identity formation, digital divide, Internet addiction gives validity to the old adage, An ounce of prevention is worth a pound of cure.
5. **ADOPT A LISTSERV**--Their e-mail traffic clogs your in-basket, their uncomplicated subscription policies make them easy targets for spammers, and their usefulness has waned over the years. But many Listservs Internet Discussion Groups still provide a vital communication link with peers across cyberspace. Start your search with the StudentAffairs.com List of Student Affairs Listservs (<http://studentaffairs.com/lists/>)
6. **COMMUNICATION APPS**--Brush up on your e-mail skills and etiquette (http://studentaffairs.com/ejournal/Summer_2002/email.html), but also learn about Instant Messaging (IM), the tool favored by the young, i.e. students and, until recently, virtually unknown to the more seasoned professional (http://www.webliminal.com/essentialsfyis/03_Communication_on_the_Internet_Comparing_Instant_Messaging_Software/).
7. **READ, READ, READ!**--The only way to become more knowledgeable on technology issues is to read (or at least browse) through student affairs publications as well as more mainstream newspapers or periodicals. These include, but are not limited to, StudentAffairs.coms Student Affairs Online (<http://studentaffairs.com/ejournal/>), the EDUCASE review (<http://www.educause.edu/>), Cary Andersons technology column in the NASPA Journal, the Circuits section in the Thursday New York Times, and Wired magazine (<http://www.wired.com>).

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OCPA Mission	Inside OCPA News														
To provide quality, affordable, professional opportunities for educators committed to student learning and student development.															
OCPA Vision															
OCPA will assume a leadership role as an inclusive organization for educators-initiating, influencing, and addressing higher education issues related to student learning and student development.															
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The President's Pen

By Cindy Mako, OCPA President

As I sit here and write this article, it's hard to believe that summer is almost over, and another school year is on the horizon. While we are rushing around to prepare for the start of the semester it is equally important to take time to reflect on the past as we prepare for the future. While we are reflecting it is equally important to determine what has worked and what can be improved upon in order to position for the future. I think they call this "Think smarter and work harder."

So OCPA has undergone the reflecting stage by working on our 2002-2004 OCPA strategic plan. After reviewing the results the next year was spent discussing and planning how to serve our members, how to conduct business effectively and efficiently and how to align OCPA for the future. One of the recommendations from the strategic plan and our members was the format of



the OCPA fall conference. After countless discussions OCPA engaged in conversations with OASPA. In an effort to bring new professionals together with senior level professionals we decided to embark on a new journey and hold the first joint conference. The conference is planned for January 29-30th, 2003, in Columbus. This will be a great opportunity will bring both memberships together while providing new opportunities for professional development for our members. Please watch our web page at ocpaonline.org and our newsletter for conference specifics. Should you want to be a part of the conference committee or get involved in one of our other committee's please send me an email at makoc@uakron.edu.

I'm honored to be able to serve you over the next year as your President. Thanks and have a safe and relaxing August.

Cindy Mako

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Vacant

External Liaison

Vacant

Journal Editor

Vacant

TOP TEN TECH TIPS

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8. **CRITIQUE YOUR WEB SITE**--Whens the last time you eye-balled your department or divisional Web site from the perspective of someone within the institution AND as a visitor unfamiliar with the school and its bureaucratic lingo? How does it read? Navigate? Is it too busy? Non-functional? (http://studentaffairs.com/ejournal/Spring_2001/will1.html) Youd be surprised what you uncover.

9. **TRAINING IS GOOD**--Very few dollars are expended on technology training. Unfortunately, learning new software programs or Internet applications doesnt happen by osmosis. Spend a few professional development dollars on workshops and in-service training so reliance on the "resident expert" or "tech-savvy" undergraduate is muted.

10. **KNOW YOUR I.T. PERSONNEL**--They are busier than heck, but your campus computer specialist almost always has time to unravel the seemingly inscrutable question or dispense old-fashioned sound advice. Treating them civilly, and with a smile now, can pay huge dividends later.

Stuart Brown is the President of StudentAffairs.com (<http://www.StudentAffairs.com>) which includes hundreds of resources for student affairs administrators, including online professional development courses and the most accessed job site on the Internet.

StudentAffairs.com is the premier site on the Internet for college student affairs, offering job listings, Internet resources, an online exhibit hall, and interactive courses. StudentAffairs.com currently averages 240,000 page views per month from 22,000 distinct hosts. To find out how to be a sponsor, visit: <http://StudentAffairs.com/ads>

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OCPA Executive Board Holds Annual Transition Meeting

The Ohio State University - Newark campus hosted the Board for their annual summer transition meeting. In attendance were 2001-2002 Board members in addition to newly appointed 2002-2003 members. During the meeting, the Board reflected on the past year during President Scott Smith's year end address. After reviewing the year, Scott passed the gavel to Cindy Mako, President-Elect, and the new year began. After reviewing Board procedures, Cindy opened discussion for topics such as upcoming elections. After discussing ways to encourage more members to run for elected positions, the Board enjoyed a potluck lunch in the traditional way with each region bringing a particular type of dish. After sampling a variety of new and enticing dishes, the Board returned to the meeting and began discussing plans for 2002-2003.

Has your information changed since you joined OCPA or renewed your membership? If so, please do not forget to update the OCPA Records Chair so that you will receive upcoming OCPA information.

Last Name, First Name, M.I.: _____

Position/Title: _____

Status: Lifetime Professional Graduate Undergraduate

Institution Name:

Office Address:

Office Phone Number:

Fax Number:

E-mail address:

Please return this form or e-mail this information to:

Michelle Gaffney, OCPA Records Chair

1972 Clark Avenue

Alliance, OH 44601

Gaffnemi@muc.edu

OCPA Awards

**All applications are due by
mail, e-mail, or fax to:**
Paul Putman, OCPA Awards Chair
Cleveland State University
2121 Euclid Ave. UC 102
Cleveland, OH 44115
Fax: 216-687-5441
[e-mail: p.putman@csuohio.edu](mailto:p.putman@csuohio.edu)

The Deadline is Thursday, November 1, 2002

Please direct all questions to Paul at (216) 687-2048 or via e-mail as listed above.

Recipients of the Awards Will Be Announced at the OCPA/OASPA Joint Conference, January 2003

OCPA Awards 2002 :

(please see individual award criteria and descriptions on the following pages)

1. Phillip A. Tripp Distinguished Service Award
2. Gerald A. Saddlemire Mentor Award
3. Mark G. Noffsinger New Professional Award
4. Innovative Program Award
5. Fayette Paulsen Accomplished Leader Award
6. Cultural Diversity Award
7. Graduate Student of the Year Award
8. Undergraduate Student Leader Award

THE PHILLIP A. TRIPP THE PHILLIP A. TRIPP DISTINGUISHED SERVICE AWARD D I S T I N G U I S H E D S E R V I C E A W A R D

The Phillip A. Tripp Distinguished Service Award is presented annually by OCPA to a student affairs professional in recognition of extended illustrious service to our field. The purpose of the award is to recognize seasoned members of the profession. Selecting the recipient of The Phillip A. Tripp Distinguished Service Award will be based on the following criteria:

1. At least fifteen (15) years of professional involvement in the field of student affairs
2. Significant and outstanding contributions to the profession through administration writing, teaching, research and service to professional organizations

The committee may select up to two (2) recipients in any given year. However, the award is not given of necessity, but is to be special award. The nominee need not be a member of OCPA or have spent his or her entire career in Ohio. However, the nominee must have made a significant contribution to the profession in the state of Ohio during the span of a professional career.

Nominations should include the following materials:

1. Letter of nomination
2. Current vita of nominee
3. Letter of recommendation from someone other than the nominator
4. Other supporting documents if necessary

THE GERALD L. SADDLEMIRE MENTOR AWARD

Gerald L. Saddlemire was an effective administrator, a true scholar and educator, and a mentor who accepted each person as a unique individual and believed that the ability and potential of men and women were the profession's greatest asset. This newly formed Gerald L. Saddlemire Mentor Award is presented to the student personnel professional who embodies and advances the true spirit and ideals of Dr. Saddlemire. Criteria selection will consider the recipient who has:

1. Acted as a mentor and role model to graduate and/or undergraduate students, and other student affairs professionals
2. Served as a supportive and educative administrator
3. Significant contributions to the ideals of the student personnel point of view

Although the recipient need not have been working in Ohio during his/her career, the nominee should have made significant contributions in the state of Ohio. Nomination packet should include the following information:

1. Letter of nomination
2. Current resume of nominee
3. Supporting letters of nomination from an undergraduate student and/or graduate student/assistant and staff members mentored by the nominee
4. Any other supporting documents attesting to the nominee's qualifications for the award

**THE MARK G. NOFFSINGER
NEW PROFESSIONAL AWARD**

Mark G. Noffsinger was one of the founders of OCPA. As president-elect in 1979-80, Mark was one of several who initiated the New Professional Conference which was regionally held in Cincinnati, Columbus, and Berea. Mark served as President in 1980-81 of OCPA.

Selecting the recipient of The Mark G. Noffsinger New Professional Award will be based on the following criteria:

1. No more than three (3) years experience in the student affairs profession
2. Acted as a role model to students and professionals
3. Demonstrates creativity and innovation in the field with the potential for continued success

Nominations should include the following:

1. Letter on nomination
2. Current resume of nominee
3. Supporting letters of nomination from students, graduate student/assistant, and staff members
4. Any other supporting documents attesting to the nominee's qualifications for the award

THE INNOVATIVE PROGRAM AWARD

The Innovative Program Award is presented annually by OCPA to a student affairs professional who has initiated a new program or unique approach to a college policy, program or problem. Through this award, the OCPA attempts to recognize innovative and effective approaches directed towards meeting the changing needs of students on the campus, and the applicability of these approaches to other campuses.

Selecting The Innovative Program Award will be based on the following criteria.

1. Description of the specific campus concern, need, or problem;
2. Explanation of how the program or police addressed the identified concern, need, or problem;
3. Evaluation of the policy or program including suggestions concerning how the policy or program could be modified to become more effective and
4. Description of how the policy or program could be implemented on other campuses

Nominations should include the following:

1. Cover letter from the submitting nominator
2. Information about the individuals responsible for the innovative program or policy
3. Other supporting documents detailing the creation and implementation of the program

Only one nomination will be considered from each campus or branch campus. The policy or program nominated must be less than three years old.

**THE FAYETTA PAULSEN
ACCOMPLISHED LEADER AWARD**

Fayetta M. Paulsen was a founder of OCPA and first president in 1976-77. Fayetta is the only person in Ohio who has been president of all three state personnel associations- OAWDAC (now OAWE.), OASPA and OCPA. The Fayetta M. Paulsen Accomplished Leader Award is presented by OCPA to a student affairs professional who has outstanding leadership, and made significant contributions to the field and to the institution of which the professional is part. The professional has achieved innovative responses in meeting the varied and emerging needs of today's students.

Selecting the recipient of The Fayetta K Paulsen Award will be based on the following criteria:

1. Made significant contributions to the field and to the institution
2. Acted as a role model to students and professionals
3. Demonstrates leadership and innovation in the field by meeting student's needs

Nominations should include the following:

1. Letter of nomination

2. Current resume of nominee
3. Supporting letters of nomination from students, graduate student/assistant, and staff
4. Any other supporting documents attesting to the nominee's qualifications for the award

THE CULTURAL DIVERSITY AWARD

The Cultural Diversity Award is presented to an individual, campus/community program, or service who or which has demonstrated creativity, innovation, and success in making a significant contribution and impact in the area of multicultural understanding and appreciation. The purpose of this award is to encourage and recognize outstanding efforts addressing cultural diversity issues in higher education.

Selection of The Cultural Diversity Award recipient will be based on the following criteria:

1. Description of the specific campus, community or organizational need or issue
2. Explanation of how the person, program or service addressed the need or issue
3. Description of the contribution:
 - a. Person: served as, role model mentor, and/or teacher to undergraduate or graduate students and/or professional staff, served as a supportive and educative administrator, or made significant contributions through innovative program development or research
 - b. Program: Evaluation of the program or service including how it could be modified to become more effective and how it could be implemented in other campuses, communities, or organizations

Nominations should include:

1. Letter of nomination
2. Information about the individuals responsible for the program or service, if applicable
3. Current resume or vita of the nominee, if applicable
4. Other supporting documents demonstrating and detailing the nominee's contributions

GRADUATE STUDENT OF THE YEAR AWARD

As graduate students become more actively involved in creating the future direction of student personnel, it seems fitting to recognize their achievements with this award. OCPA presents The Graduate Student of the Year Award in recognition of the dedication and unlimited energies of a full time Ohio graduate student, masters or doctoral candidate, in the field of student personnel or a related field.

Selecting the recipient of The Graduate Student of the Year Award will be based on the following criteria:

1. Full time graduate or doctoral student in Ohio
2. Evidence of dedication and unlimited energies to the student personnel field or related field

Nominations should include:

1. Letter of nomination
2. Current resume of nominee
3. Supporting letter of nomination from undergraduate students, supervisor, and staff
4. Any other supporting documents attesting the nominee's qualifications for the award

THE UNDERGRADUATE STUDENT LEADER AWARD

The Undergraduate Student Leader Award is presented annually at the OCPA conference. This award is presented to an undergraduate student leader who is enrolled in an Ohio institution has demonstrated leadership in the institution, has contributed to the student affairs area, and has a desire to begin a professional career in the field.

Selecting the recipient of The Undergraduate Student of the Year will be based on the following criteria:

1. Student enrolled in an Ohio institution
2. Demonstration of leadership, contribution to the area of student affairs, and desire to begin a professional career in the field

Nominations should include:

1. Letter of nomination
2. Current resume of nominee
3. Supporting letters of nomination from graduate/undergraduate students, advisor, and staff members
4. Any other supporting documents attesting the nominee's qualifications for the award.



Conferences, Workshops, and Institutes. Oh My!

An opportunity for Statewide Conference Planning Experience!

Undergraduates, Graduate Students and Student Affairs Professionals are encouraged to participate in the joint Professional Development Fall Workshop and Basics 101: Careers in Student Affairs conference planning committee.

This committee will also be involved in developing other OCPA professional development experiences including the spring workshop for 2003.

To get involved, or for more information, contact:

Angela Henderson (henderson.264@osu.edu), or Michael Severy (severymt@muc.edu)

SCLGBTA Conference

-Paul Putman, Ohio Representative, SCLGBTA

As the Ohio Representative for ACPA's Standing Committee for Lesbian, Gay, Bisexual, and Transgender Awareness (SCLGBTA), my role is to keep folks apprised of upcoming LGBT-themed events, programs, and services that the Standing Committee and ACPA sponsor. I'm interested in hearing from OCPA members about any of the following: Folks from the LGBT higher education community who are interested in being part of an Ohio-wide network Upcoming regional student affairs conferences with LGBT content (programs, workshops, keynote speakers, etc.) News of an incident (positive or negative) taking place on campus that would be of interest to the LGBT higher education community (approval of domestic partnership benefits, hate crime or bias incidents, results from LGBT campus climate survey, etc.) Online articles discussing LGBT topics in campus newspapers or journals

If you would like to be part of an Ohio-wide network, or have any announcements or news, please contact me at p.putman@csuohio.edu. Thanks!

Marcia Baxter Magolda presents OCPA Spring Workshop

-Michael Severy, OCPA Professional Development Chair

Marcia Baxter Magolda presented the 2002 OCPA Spring workshop to 59 attendees May 31, 2002 on the campus of Miami University - Middletown. Entitled "Designing the Co-curriculum to Promote Learning and Self-Authorship" Dr. Baxter Magolda's morning session explored student development and the conditions that promote it using data from her longitudinal research. The afternoon session saw participants form small groups and work hands-on to use the concepts discussed in the morning session as a method of enhancing their practice at their own campuses.

Special thanks to Marcia Baxter Magolda for her time and expertise and to the campus and staff of Miami University - Middletown, particularly Erica Lee and Jim Ewers, for hosting the 2002 OCPA spring workshop.

To get involved with developing future OCPA professional development initiatives, or for more information, please contact: Angela Henderson (henderson.264@osu.edu), or Michael Severy (severymt@muc.edu)

Support Staff Conference a Success!

-Tracy Benner, OCPA Secretary

Over seventy support staff gathered this past April 19 at Ashland University for the annual Support Staff Conference. Based on the conference theme, "Making A Difference", Sue Heimann, Vice President for Student Affairs at Ashland University, opened the conference with her keynote address. After her inspirational talk, conference participants attended their choice of four breakout sessions before enjoying a delicious lunch buffet. A prize raffle was held during lunch and the conference gifts, desk clocks, were distributed to all attendees. Two more breakout sessions were held after lunch.

GLACHO Summer Intern visit Kent State University

-Robin W. Gagnow and Steve Ritter, Residence Services, Kent State University

The department of Residence Services at Kent State University and the Great Lakes Association for College Housing Officers sponsored the GLACUHO Summer Intern Conference. *"Imagine 2002"* was put together for ACUHO-I Interns in the GLACUHO Region to come together and attend a weekend conference and share their internship experiences and learn more about a career in student services.

Seven of GLACUHO's thirteen interns were able to attend the conference. There were representatives from Kent State University, Western Michigan University, Michigan State University, University of Toledo, and University of Northern Illinois. The program started on Friday, Night with a welcome from the Director of Residence Services, Terry Webb, from Kent State University. This was followed by dinner and a night of volleyball with the interns playing against the summer professional staff members at Kent State University.

Saturday was a conference format. The morning began with a chance for the interns to share ideas and experiences about their internships. This was a chance to share what responsibilities each intern had, what they had learned, and what they liked and what could have been better about their internship. The next program, Dr. Mark Kretovics, Assistant Professor of Higher Education at Kent State University, presented on "Current Trends in Higher Education." Jill Brenta-Garst from The University of Akron and the Ohio Delegate for GLACUHO, presented "Getting Involved in GLACUHO", which presented methods for getting involved in professional organizations, especially in the GLACUHO Region. Following Jill's presentation was "Making the Transition from Graduate Student to Full Time" presented by Robin W. Gagnow, Associate Director of Residence Services at Kent State. The final presentation of the day was from Terri Capellman, Assistant Director of Residence Services/Pathways, and Kelly Ney, Residence Hall Director, from Kent State University.

Participants had the opportunity to collect information resource information on GLACUHO, ACUHO, OCPA, ACPA, NASPA, OAWA, OPE and collect other handouts relating to graduate school and being a new professional. A great deal of effort, time, and planning went into this event and a number of key individuals were involved. A special thanks to the following committee members and everyone else who made this event possible: Steve Ritter, Kelly Ney, Lisa Wertz, and Terri Capellman. Again, a special thanks to all the presenters and professionals that made this event possible, because without your leadership and mentorship this event would not have been possible. A special thanks to the GLACHO Executive Board and Mr. Terry Webb, Director of Residence Services at Kent State University for all their support and guidance.

Conferences, Workshops, and Institutes. Oh My!



OCPA Election Results

The members of the Ohio College Personnel Association elected the following positions for the 2002-2003 Executive Board. Please congratulate your colleagues!

President-Elect

John Berry, Director of Student Affairs, The Ohio State University at Newark/Central Ohio Technical College
Doctoral Candidate in Higher Education Administration, The Ohio State University
M.S. in Education, College Student Personnel Administration, Southern Illinois University at Carbondale

Treasurer

Wiona Porath, Coordinator of Learning Communities, Ohio University
Master of Education in Higher Education Administration, Ohio University (August 2002)

Member-at-Large 4-Year Public

LuAnn Linson Coldwell, Coordinator, Student Professional Development, Northeastern Ohio Universities
College of Medicine
Doctoral Candidate in Higher Education Administration, Kent State University
Master of Arts in College Student Personnel, Bowling Green State University

Member-at-Large Graduate Student

Amber Prekler, Graduate Assistant, Office of Admissions, Kent State University
M.Ed. in Higher Education Administration and Student Personnel, Kent State University (May 2003)

**Do you have programs you want to show off?
Ideas you can share with other Ohio colleagues?**

If so, send information to

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