

June 25, 2007

**RE: Organizational Updates  
Orientation, Admissions and Registrar Unit (OAR)**

Student Affairs Managers and Staff,

I begin with a congratulatory note for Kevin Browne, the current Executive Director for the Orientation, Admissions and Registrar (OAR) unit. Kevin has accepted an appointment as the Associate Vice Chancellor for Enrollment Management at UC Merced. Kevin has served the UC and UCSC community with distinction and he will finish his service to UCSC on June 31, 2007. Kevin's expertise in admissions, outreach and enrollment will be a tremendous benefit to the Merced campus especially as they strive to implement their enrollment goals over the next several years. I invite all of you to take the time to congratulate Kevin for his contributions to UCSC – let us also wish him well in his new post at UC Merced.

I am also pleased to provide a summary that outlines the organizational and management plan that will be put into place to support the Orientation, Admissions and Registrar Unit. The following outlines a plan that will be implemented July 1, 2007.

**PERMANENT ACTIONS**

**Associate Vice Chancellor, Enrollment Management** The Division is proceeding with the search process to appoint the AVC for Enrollment Management. The Search Committee is currently reviewing applicant files and the projected start date for this position is early fall, 2007. As noted previously, this position will supervise the following Units:

- Admissions
- University Registrar
- Financial Aid
- Orientation
- Educational Partnership Center

**Director of Admissions** The Executive Director OAR position will be recast into a Director of Admissions position. I will launch a search process for this position immediately. This position will supervise the following Units:

- Admissions Outreach
- Admissions Evaluation

**University Registrar** With the recasting of the ED OAR position, I will use this opportunity to clarify the role of the Registrar on the campus. The working title "University Registrar" will be assigned to Pamela Hunt-Carter in her current position as Manager of the Registrar Office. The Division will limit the use of the working title of University Registrar to this one assignment to allow improved clarity for the functions of Registrar.

## INTERIM ACTIONS

**Acting Director of Admissions** Michael McCawley will be appointed as the Acting Director of Admissions effective July 1, 2007. In this capacity, Michael will manage the following functional areas:

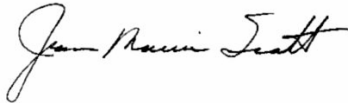
- Admissions Outreach
- Admissions Evaluation
- OAR Administrative Team (Analysts, Publications, Operations, Admin Assistant)

The following managers will report directly to the Acting Vice Chancellor, Student Affairs until the AVC, Enrollment Management is appointed:

- Acting Director of Admissions
- University Registrar
- Director of Orientation

I hope that the above summary provides you with an understanding of the transition plan that will be in place as we move forward. As always, I invite your questions and encourage your support of our colleagues as they move through this transition.

With regards,



Jean Marie Scott  
Acting Vice Chancellor, Student Affairs

Cc: Executive Vice Chancellor/Campus Provost Kliger  
Student Affairs Chron file