



GAINESVILLE COLLEGE

A Two-Year Unit of the University System of Georgia

P.O. BOX 1358
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NO. 18

FROM THE PRESIDENT

We're off to a great new year! A tremendous thanks to all of you who helped with registration for Winter Quarter. I believe we had the most successful conversion to BANNER of any institution in the University System. Not only that, our enrollment is up about 4% over Winter, 1997!

Hoi Polloi has won yet another award! Last year's edition of *Hoi Polloi* has won a First Place with Special Merit Award in the American Scholastic Press Association's annual magazine critique and contest. Micki Licciardi was the student editor. Thanks to the Humanities Division and sponsor Robert Croft for their commitment to promoting our students' literary efforts.

ALERT! Attached is a form for the Speaker's Bureau. Sloan Jones is finalizing our booklet and we need a few more of you to list as speakers. Please don't hide your talents under a barrel - share your expertise and interests with the community and tout Gainesville College at the same time. Just Monday of this week, Chris Semerjian spoke on the GIS to the Gainesville Rotary Club. He was a big hit and did lots of educating along the way.

FROM THE DEAN

As of Wednesday evening after Drop-Add, our enrollment is 2676. This is an increase of about 4% over last Winter Quarter enrollment. Thanks to all who have made our transition to the BANNER Student Records System such a resounding success!

There will be a "called" Faculty Meeting on Tuesday, January 13, at 3:30 p.m., in CE 109 to discuss semester conversion issues including teaching/workload.

Faculty, it is time now to work on the selection for our Academic Recognition Day Scholar. Please submit your nomination(s) to the Dean's Office along with a copy of the student's transcript by Wednesday, January 28. The following guidelines should be used for the selection process:

1. Be a representative of outstanding scholarship,
2. Have at least a 3.8 GPA,
3. Be a Georgia resident,
4. Be enrolled Winter Quarter for at least 12 hours of credit,
5. Have completed at least 45 credit hours at GC, and
6. Be someone who can communicate effectively the importance of academic excellence at GC.

After review of all nominations, five students will be interviewed. Dr. Walter, SGA officers, and a faculty representative will participate in the interviews. A single recommendation will be presented to Dr. Nesbitt. Any faculty member(s) interested in participating should let me know.

Attached for your information, please find ACTT Center student and faculty information sheets and testing policy.

The 1998 Promotion & Tenure Committee will meet on Monday, January 12 at 3:30 p.m., in the DCR.

A meeting for Evening Program faculty will be held on Tuesday, January 13 at 5:15 p.m. in 3140. A light supper will be served.

The Academic Council (Delivery/Support) will meet on Wednesday, January 14, at 3:30 p.m. in the ACR.

ANNOUNCEMENTS

A selection committee to make recommendations for the Director of Human Resources has been established. Members include Leora Myers, Chair; Kandis Steele; Gloria Brown; and Delbert Greear. The deadline for application is January 16. The committee plans to begin interviewing the week of February 2.



Good News! The GC Women's Organization (GCWO) raised \$1,000 at its recent luncheon and auction. Thanks to all of you who participated.

The next meeting of the GCWO will be Thursday, February 12 at 3 p.m. in the faculty/staff dining room. Watch *The Log* for program details.



Many thanks to the Salvation Army bell ringers from GC who took their time to benefit others on Saturday, December 20 — Joyce Ferguson, Sarah Booker, Katie Simmons, Steve Blair, Tonya Morrow, Frances Meadows, Brenda Adams, Lois Lynn, Barbara Hermann and Lois Lynn.



Seeking any issues of discarded magazines for use in Developmental Studies reading classes . . . a mixed variety of subject area from sports to fashion to news to professional . . . anything that might pique the interest of students and give them a choice . . . even comic books can motivate reading. Student choice

and interest is part of a research project on reading motivation that Tish Searcy is currently conducting. If you have old issues of magazines or other reading materials for students' use, please send them to Tish.



COMPUTER ART EXHIBIT, continued through February 9, presented at the GC Art Gallery featuring the creations and works of David Koffman, Mike Landers and Tim Nackashi.



Go by the Fitness Center and let them show you how to use the new weight equipment. They can also design an individualized exercise program to help you keep those New Year's Resolutions.

The Fitness Center has been VERY well equipped with excellent aerobics and weight equipment, and **it's here for your use.!**



The Gainesville College family extends our heartfelt sympathy to Joy Evans whose grandmother recently passed away, and to Barbara Hermann whose brother suffered a heart attack and passed away earlier this week.

PUTTING OUR BEST OARS FORWARD



GC Quartet members Neil Tankersley, Chris Orr, Eric Elliott and Kai Bassett performed under the direction of Lynn Lathem at the December meeting of the Northeast Georgia Advertising Federation.

ACTT CENTER FACULTY INFORMATION SHEET

Services to the Faculty and Students provided by the ACTT Center include the following:

Testing: The Center gives make up tests and tests for students needing extra time, a non-classroom environment, or other consideration resulting from a properly diagnosed or recognized need. The Center's staff endeavors to give tests according to instructions given by the instructor on the Test Referral Form. In the absence of such a form or instructions the tests are given with no time or materials limits. The ACTT Center staff attempts to prevent cheating on tests, but cannot monitor all tests constantly.

Reserve Materials: The Center keeps reserve material on hand to pass out to students for review and study. When instructions are given that such materials not be reproduced, the staff makes all reasonable effort to assure that these requests are honored.

Pretests and Auxiliary Materials: The Center gives pretests and hands out auxiliary materials (such as videotapes, questionnaires, laboratory tutorials and so forth). These need to be provided and maintained by the departments and faculty members involved, and unless special arrangements are made should be graded by same.

Computer Assistance: Center personnel provide the faculty and students with assistance in the use of computer and other equipment in the Center and its surrounding computer classrooms.

Other Assistance: Center personnel on occasion serve as substitute teachers, monitor tests, and perform other services that fall in their individual realms of expertise. They provide workshops in computer programs both for students and faculty, either by request of the faculty or on a regularly scheduled basis. Requests made for services above and beyond their normal duties are frequently honored by ACTT Center staff when time and opportunity permit.

Printing and Copying: There is a coin operated copier for student use. At present, however, there is no mechanism for charging for use of the computer printers. Faculty are encouraged to help us control waste by educating students in the use of writing programs and Internet research in a conservative manner. Efforts are underway to implement student printing accounts, which may further alleviate the problem in the coming year (1998).

Food and Drink: Light snacks and drinks are permitted in the front area of the main room and in some of the side rooms. They are not permitted in the computer areas and in the computer classrooms (158 & 160). Faculty members using rooms 158 and 160 for night classes may form their own policy but are requested to help by requiring their students to remove trash and drink cans.

The management and staff of the ACTT Center encourage suggestions from both students and faculty about services and policies. Suggestions can be made to the Assistant Director, Judy Forbes; to the Director, Byron Drew; or to the head of the Library/ACTT Center Standing Committee, Christine Jonick.

ACTT CENTER STUDENT INFORMATION SHEET

I Services provided:

The ACTT (Academic Computing Tutoring and Testing) Center provides a friendly environment where students can use computers, work on group projects, use material left on reserve by professors, take make-up tests, get tutorial assistance, and do homework.

The ACTT Center staff is here to help students. Many of the staff are employed primarily as tutors. Please feel free to ask for assistance. Frequently, even if a staff member is otherwise occupied, he or she may be able to direct you to someone who can help.

There are numerous computers available for use both in the main room and in the computer classrooms. Some 250 programs are loaded onto the school network. It is unreasonable to expect every ACTT staff member to be familiar with every program, but do not hesitate to ask for assistance should a problem develop, as there is usually someone here that can help.

The printers are available for printing papers and documents for academic purposes. Students should try to become familiar with the print commands and to avoid waste. If you try to print something and it fails to appear where you expected it to, please inquire at the front desk prior to sending it again. This will avoid unnecessary duplication.

II Policies:

The ACTT Center does not enforce the level of quiet one expects in a library. Students looking for a silent study place are reminded that the library does offer this. On the other hand, excessively loud and boisterous behavior is not tolerated in the ACTT Center.

A valid Gainesville College ID is needed to check out materials from the front desk.

Students are expected to be polite and considerate to both other students and staff. Publicly offensive language or visual display, including computer derived material, is precluded by the mores of common courtesy.

Computer gaming and chatting are allowed only in the computer classrooms (158 & 160) and only when these are not in use for academic purposes. Academic use of computers always takes precedence.

Drinks and light snacks are allowed only in the tutorial rooms and at the front tables of the main room. Please do not bring hamburgers, picnics, or prepared dishes into the ACTT center. Please empty drink cans and put them in the recycle barrels. Please clean up after yourself.

Students taking tests and writing papers in the ACTT Center are reminded that there are policies stated in the Student Handbook governing cheating and plagiarism. The penalties for same are in force in the ACTT Center just as in the classroom.

The management and staff of the ACTT Center encourage suggestions from both students and faculty about services and policies. Suggestions can be made to the Assistant Director, Judy Forbes (email at acad2/jforbes); to the Director, Byron Drew (acad2/bdrew); or to the chair of the Library/ACTT Center Standing Committee, Christine Jonick (acad2/cjonick). Anonymous suggestions may be placed in the suggestion box on the lost and found table.

ACTT CENTER TESTING POLICY

Possession or use (while taking a test) of materials other than those specified by the instructor constitutes academic dishonesty, as does unauthorized consultation with other individuals concerning the contents of a test.

By using the ACTT Center testing services a student agrees to be bound by the GC Student Conduct Code, as well as by specific codes cited in the instructor's course syllabus.

Honor and self-respect require no less.

Any student observed by ACTT Center personnel committing academic dishonesty may have their test and other material impounded. Offenders shall also be subject to any further penalty determined by the instructor or administration in accordance with the Student Conduct Code.

Gainesville College Speakers Bureau Questionnaire

Name _____

Address _____

Title _____ Department _____

Office phone _____ Home phone _____
(If you are willing to be contacted at home.)

1. What is your area of instruction/career? _____

2. How long have you taught or worked in this career field? _____

3. Would you feel comfortable speaking on this topic? _____

4. If so, please specify your area of expertise. (Refer to the box below as a guide for general topics, but feel free to add topics not listed.) Please include specific titles—be creative!*

Business/Economics	English/Literature	Personal Development
Computers/Information Technology	Faraway Places	Science
Careers	Fine Arts	Other--Please specify
Culture/Society	Government/History/Political Science	
Education/Learning	Health/Wellness	

5. If there are other subjects on which you are qualified to speak that are not related to your career field, please indicate these. (Please include specific titles—be creative!*)

6. Would you like to be included in the 1997-98 publication? _____

Signature

**If you need help here, let us know.*

BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA
270 WASHINGTON STREET, S.W.
ATLANTA, GA 30334-1450

ELAINE NEWELL
Assistant Vice Chancellor
for Legal Affairs

Phone: (404) 657-2511
FAX: (404) 657-7913

MEMORANDUM

To: University System Presidents

From: Elaine S. Newell *Elaine S. Newell*
Assistant Vice Chancellor for Legal Affairs

Date: December 30, 1998

Re: Compliance with the state conflict of interest laws

State law requires that all public officials and state employees annually report any business transactions that the official or employee (or a member of his family) has had with the State of Georgia. Recently the Secretary of State reminded the Central Office that these "State Business Transaction Disclosure Reports" for 1997 transactions will be due on January 31, 1998.

Please ensure that the attached reporting form and instruction sheet is distributed to all employees of your institution so that they may review their 1997 business transactions and make the appropriate disclosures. The instruction sheet explains what kinds of business transactions must be reported. Employees should understand that if they have no business transactions to report, then it is not necessary to complete and file the State Business Transaction Disclosure Report. They should also be informed that if they do have transactions to report, **their report must be filed with the Secretary of State no later than January 31, 1998.**

I appreciate your assistance in ensuring that all University System employees are made aware of their responsibility to comply with this law. If you have any questions about this matter, please do not hesitate to contact me at (404) 657-2511.

ALERT FACULTY & STAFF:

If any of you or your family has had any business dealings with the State of Georgia during 1997, please contact the president's office for the necessary forms to be submitted.

POSITION ANNOUNCEMENT for

**CHAIR, DEPARTMENT OF MATHEMATICS AND
COMPUTER SCIENCE**

Gainesville College invites applications for the position of Department Chair of Mathematics and Computer Science beginning July 1, 1998. The Chair is a twelve month, tenure track position with the rank of assistant professor or higher. The department offers courses in developmental math, and freshman and sophomore level courses in mathematics, statistics and computer science. Gainesville College is a two-year unit of the University System of Georgia with an approximate enrollment of 2800, located forty-five miles northeast of Atlanta. The Department of Mathematics and Computer Science consists of fifteen full-time faculty and a small number of part-time faculty members.

DUTIES/RESPONSIBILITIES: The Chair will be expected to teach a minimum of two classes a semester and provide academic advising for students. The administrative duties of the Chair include faculty evaluation, planning and supervision of the department budget, course scheduling, representing the department in administrative councils/committees, and advancing and promoting the mathematics program in the college and community.

QUALIFICATIONS: Applicants should have an earned doctorate in mathematics or a related field (with at least 30 quarter or 18 semester graduate hours in mathematics), a minimum of five years of college teaching experience, and have demonstrated excellent organizational and communication skills. Preferences will be given to applicants with previous higher education administrative experience and those who have had experience in a two-year institution.

SALARY/RANK: Salary and rank are commensurate with qualifications and experience.

APPLICATION PROCEDURE: Applicants should submit a letter of application which includes a statement of teaching and administrative philosophies, resume, unofficial undergraduate and graduate transcripts, and three letters of recommendation. All application materials must be received by **February 27, 1998**. Applications should be sent to:

Personnel Office
Mathematics and Computer Science Search Committee
Gainesville College
P. O. Box 1358
Gainesville, GA 30503-1358

To learn more about Gainesville College, please visit our web site at
<http://www.gc.peachnet.edu>.

New Fitness Area Hours

I.D. and Towel Required!

Monday-Thursday	11:00 a.m. - 11:50 a.m.
Monday, Tuesday and Thursday	2:00 p.m. - 8:50 p.m.
Wednesday	2:00 p.m. - 7:50 p.m.
Friday	11:00 am. - 4:50 p.m.
Sunday	2:00 p.m. - 7:50 p.m.

For safety and liability reasons, persons under 18 years of age ARE NOT permitted in New Fitness Area.

***Gymnasium Hours**

Monday, Wednesday and Friday	8:00 a.m. - 4:50 p.m.
Tuesday and Thursday	8:00 a.m. - 7:50 p.m.
Sunday	2:00 p.m. - 5:50 p.m.

***Pool Hours**

Monday - Friday	11:00 a.m. - 11:50 a.m.
Tuesday and Thursday	5:00 p.m. - 7:50 p.m.
Sunday	2:00 p.m. - 5:50 p.m.

When scheduling conflicts occur, we will try to post notices in advance. Please check the Bulletin Board in the lobby for scheduled changes and closings.