



GAINESVILLE COLLEGE

A Two-Year Unit of the University System of Georgia

GAINESVILLE COLLEGE LIBRARY



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VOL. 7

February 9, 1989

NO. 22

FROM THE PRESIDENT

Attached to this issue of the Laker Log is information received from Vice Chancellor for Research and Planning Haskin Pounds. This new publication, "Institutional Assessment Quarterly," is published by his office and is being distributed throughout the System in order to disseminate information and articles on assessment as widely as possible. We are very much interested in supporting these new initiatives and making use of them as we continue to move ahead with our Institutional Effectiveness activities at Gainesville College.

FROM THE DEAN OF THE COLLEGE

We are continuing the transition toward the following position/organizational reporting arrangements, all of which will become operational by July 1, 1989, unless otherwise noted:

1. The position as Director of Enrollment Services is being discontinued. Salary savings from this move will allow increased staffing capabilities at the operational level in admissions/recruitment and in the Registrar/records areas. A minimum of one new position will be established in each area to meet demands generated by growth, CPC screening, and admissions competition, etc.
2. The Registrar/Information and Computing Services office will continue essentially as is with Rick Coker reporting to the Dean through the Dean's Council.
3. The recruitment/admissions functions will be headed by Martha Hembree who will be appointed Acting Director of Admissions, effective July 1, 1989. Current plans are to conduct a search for this position to be completed prior to July 1, 1990. The admissions/recruitment function will report directly to the President as a part of the merged and expanded advancement/external relations thrust.
4. The Financial Aid Office with continuing leadership provided by Steve Langston will report directly to the President also.
5. The responsibilities of Doyle Webb are being expanded to include coordinating responsibilities for student activities with a title as Director of Student Development Services. Clara Murray will continue for another year as Acting Director of Student Activities. Current plans are to conduct a search for a Director of Student Activities to be completed prior to July 1, 1990. That position will have expanded responsibilities at a minimum for student discipline, recreation, and student center administration. These support services will report to the Dean through the Dean's Council with Doyle Webb as their representative on the Council.
6. Effective this quarter, John Hamilton has been appointed Coordinator of Institutional Research as part of the Planning and Decision-making activity of the Title III Project. In that position, he reports directly to the President.
7. Effective this quarter, Linda Duncan has assumed responsibilities as Coordinator of Hazardous Materials. In that capacity, she is responsible for supervising all activities related to the use of hazardous materials on campus. For those responsibilities, she will report directly to the President as expected under System guidelines.

The functional administrative meeting groups of the College, being phased in spring quarter, are:

President's Council (3)

President

Dean

Chief Business Officer

(Continued on Page 2)

FROM THE DEAN (Continued)

Dean's Council (8)

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President's Council
 Registrar
 Director of Student Development Services
 Director of Continuing Education
 /Public Service
 Representative from Academic Council
 President of Faculty Senate

Academic Council (9)

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Dean
 Division/Department Heads (Exec. Committ
 Coordinator of Night School
 Director of Library/LRC
 Director of Developmental Studies

External Relations Council (6)

--

President
 Director of Foundation and Alumni Affairs
 Coordinator of Public Information/Marketin
 Director of Admissions
 Director of Financial Aid
 Director of Continuing Education
 /Public Service

Administrative Council (21)

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President's Council
 Dean's Council
 Academic Council
 External Relations Council

You are reminded of the special program as part of Extended Orientation and our Black History Month activities. Reverend Joseph Lowery will speak to our students and invited guests in the Gymnasium at 11 a.m. on Wednesday, February 15. Classes at 11 a.m. will not meet and all 11 a.m. instructors are requested to remind their students of this activity. We appreciate your support and the support of our staff and students for this important program.

TWO-CONCERT TREAT

Baroque Music -- A performance of Baroque Era music will be held in the Music/Art Building Auditorium on Tuesday, February 14, at 11 a.m. The trio of artists will include Keiko Furness--Baroque Violin, Tamara Makdad Albrecht--Harpsichord, and Martha Bishop --Baroque Cello and Viola da Gamba. All faculty, staff, and students and the public are invited.

Organ Recital -- The Gainesville Pro Musica Concert Series will present Robert Parris, University Organist, Mercer University at Macon, on Tuesday, February 14, at 8 p.m. in Pearce Auditorium at Brenau College. Gainesville College students, faculty, and staff will be admitted upon presentation of ID cards.

FROM THE LIBRARY/LRC

The following videotapes are in the Library/LRC for previewing. Return date is March 3.

Fanny Kemble's Journal, a one-woman play describing southern plantation life in the early 1800's.

I Would Never Do That Again, an insightful film focusing on the inflamed emotions of those who were in Viet Nam.

FROM THE ADMISSIONS OFFICE

The PROBE Transfer College Tour held on our campus recently was a great success. The college representatives were very complimentary of the program and of our students' participation. Thanks to you for getting the word to our students.

ON-CAMPUS CONTINUING EDUCATION AND PUBLIC SERVICES

GAINESVILLE JUNIOR COLLEGE

MONDAY 2/13	MONDAY 2/13 Cont'd	TUESDAY 2/14	WEDNESDAY 2/15	THURSDAY 2/16	THURSDAY 2/16 Cont'd			
<p>1. GYMNASTICS Small Gym 5:00-9:00 E-3/20</p> <p>2. SWIM PROGRAM & HYDROROBICS Pool 4:30-9:00 E-3/20</p> <p>3. NGC ED. CLASS Fund./Student Teaching Supervision Sci. Bldg. Rm. 124 4:30-9:00 E-3/13</p> <p>4. NGC. BUS. CLASSES Quant. Method II Acad. Bldg. Rm. 101 5:30-8:00 E-3/20 Public Finance Acad. Bldg. Rm. 170 5:30-8:00 E-3/20 Principle/Management Acad. Bldg. Rm. 101 8:10-10:30 E-3/20 International Trade Acad. Bldg. Rm. 170 8:10-10:30 E-3/20</p> <p>5. COMM. SPANISH Acad. Bldg. Rm. 126 7:00-9:00 E-2/27</p> <p>6. INTRO./SPEAKING IN PUBLIC Laker Room 6:00-8:00 E-2/22</p> <p>7. MINISTERIAL SOC. Lanier C 11:00-12:00 Laker Rm 12:00-1:00</p> <p>8. DHR-CLERKS Lanier AB 9:00-4:00</p>	<p>9. ADVANCED INTERIOR DESIGN Acad. Bldg. Rm. 158 6:30-9:00 E-2/27</p> <p>10. INTRO./LOTUS 1-2-3 Acad. Bldg. 175 R 5:30-8:00 E-2/22</p>	<p>1. NGC ED. CLASS Early Child. Curr. Sci. Bldg. Rm. 140 4:30-9:00 E-3/14</p> <p>2. BSU Laker Room 11:00-12:00</p> <p>3. REAL ESTATE Sci. Bldg. Rm. 118 6:00-10:00 E-3/16</p> <p>4. WORKING WITH INFANTS & TODDLER Lanier C 6:00-8:30 E-3/14</p> <p>5. SUCCESSFUL MONEY MANAGEMENT Acad. Bldg. Rm. 141 6:00-9:00 E-2/21</p> <p>6. BAROQUE MUSIC CONCERT Music Bldg. Aud. 11:00-12:00</p>	<p>1. S. HALL ROTARY Lanier ABC 12:00-1:30</p> <p>2. NGC BUS. CLASSES Same as Monday</p> <p>3. NGC ED. CLASS School Law Sci. Bldg. Rm. 141 4:30-9:00 E-3/15</p> <p>4. INTRO./SPEAKING IN PUBLIC Same as Monday</p> <p>5. LAP QUILTING/HOOP Laker Room R 12:30-2:30 E-3/29</p> <p>6. INTRO./LOTUS 1-2-3 Same as Monday</p> <p>7. EXTENDED ORIENT. Large Gym 11:00-12:00</p> <p>8. ORIENTATION LUNCH. 1/2 Fac. Dining Rm. 12:00-1:30</p>	<p>1. BSU Laker Room 11:00-12:00</p> <p>2. REAL ESTATE Same as Tuesday</p> <p>3. CREATIVE WRITING Fac. Dining. Rm. 7:00-9:00 E-2/23</p> <p>4. TOTAL MIND POWER Acad. Bldg. Rm. 158 7:00-9:00 E-2/23</p> <p>5. DEPRESSION: WHAT IS IT? Fac. Dining Rm. 7:00-9:00 E-2/23</p> <p>6. GUIDING CHILDRENS BEHAVIOR Lanier C 6:00-8:30 E-3/2</p> <p>7. FINE FASHION R JEWELRY MAKING 1/2 Fac. Din. Rm. 10:00-12:00 E-2/23</p> <p>8. KITCHEN PLANNING R Laker Room 7:00-9:00</p> <p>9. IDEAS FOR WORKING WITH TWOS Lanier AB 9:00-1:00</p> <p>10. MONEY FOR COLL. R Acad. Bldg. Rm. 141 7:00-8:30</p> <p>11. CONFLICT MANG./ R NEGOT. SKILLS Lanier C 9:00-4:00</p>	<p>12. USPS-NEW METHODS OF PROCESSING MAIL TBA 7:00-9:00</p> <p>13. CLA Lanier AB 7:00-9:00</p>	<p>FRIDAY 2/17</p> <p>1. DELTA EPSILON CHI Lanier AB 11:00-12:30</p>	<p>SATURDAY 2/18</p> <p>1. REAL ESTATE EXAM. Acad. Bldg. 126-127 8:00-2:00</p> <p>2. NINTH DISTRICT SCIENCE FAIR Gym & Student Center 7:00-3:00</p>	<p>SUNDAY 2/19</p> <p align="center">N O N E</p>

INITIATIVES TO DATE (Cont.)

Spring, 1987 - The Office of Research and Planning established an Institutional Assessment Clearinghouse to collect and disseminate information. The Clearinghouse has obtained from other states, from conferences, from System institutions, from periodicals and from other sources, over 145 items, several of which have been disseminated to System institutions. All materials held in the Clearinghouse are available for loan or duplication for interested parties and are listed in "References on Hand", which is updated semi-annually and mailed to all System institutions. To obtain a copy of the Clearinghouse reference list or to borrow-materials, please contact Joe Szutz (GIST) 221-2213.

Spring, 1987 - Section D, "Planning and Assessment," was added to the *President's Annual Report Guidelines*. This section does not prescribe particular assessment and planning activities, but it does require each institution to summarize its organized activities and present them in a format that explains its status in planning and assessment.

February, 1988 - the University System's Administrative Committee On Institutional Research and Planning and the Advisory Committee on Institutional Assessment sponsored the first "Workshop on Assessing Institutional Effectiveness." The program focused on the general philosophy and basic components of assessment and included presentations by national figures in the field. About 185 presidents and other institutional representatives attended. A "second annual" workshop is being planned for April 18-20, 1989, which will focus on specific, tested techniques for assessing effectiveness in a number of different areas. Attendance is expected to exceed 200.

July, 1988 - Based on indications provided by the 1987 Presidents' Annual Reports, ten System institutions were invited to form a "University System Institutional Assessment Consortium." The purpose of the consortium is to serve partly as an incubator for ideas on and approaches to the assessment of institutional effectiveness, and partly as a focal point for the exchange of ideas on assessment from across the System (See article, this issue).

September, 1988 - Executive Vice Chancellor David Spence established a Strategic Planning Committee On the Assessment Of Institutional Effectiveness. In view of the capabilities and experience of the existing advisory committee and to maintain continuity, the new committee was composed of the same members listed above, but with a separate charge to formulate a Board policy statement on institutional assessment. The committee made its final report to Dr. Spence on December 19, 1988.

All of the foregoing activities are intended to foster, encourage and support the growth of productive institutional assessment efforts by System institutions. The three primary reasons this is a necessary undertaking, in order of importance, are:

1. To improve the effectiveness of University System institutions in performing their instruction, academic support and administrative support functions;

INITIATIVES TO DATE (Cont.)

2. To produce evidence of System institutions' effectiveness and thereby confirm the System's accountability; and,
3. To better prepare System institutions to comply with the SACS Criteria for Accreditation.

CONSORTIUM ESTABLISHED TO DEVELOP, EXCHANGE AND TEST ASSESSMENT IDEAS AND PRACTICES

In July, 1988, ten institutions in the University System (one university, five four-year colleges and four two-year colleges) were asked to form a consortium which would give special attention to the advancement of assessment practice in the University System.

The organization of the consortium was based on the premise that a subset of System institutions would be a more focused working group than one consisting of all 34 System colleges and universities. The selection of the ten participating institutions was based on indications in their respective Annual Reports of a progressive attitude toward and a degree of initial involvement in assessing institutional effectiveness.

The members of the Consortium are:

Augusta College	Georgia College
Brunswick College	Georgia Southern College
Clayton State College	Medical College of Georgia
Columbus College	South Georgia College
Gainesville College	Waycross College

There is no intention, either implicit or explicit, that System progress in assessment be confined to the consortium and its members. The consortium is merely a collaborative effort designed to stimulate and reinforce the individual efforts of all System institutions. It is anticipated that a free flow of ideas to and from the consortium will be an outgrowth of this particular strategy.

TWO TASK FORCES MEET TO EXAMINE ASSESSMENT OPTIONS

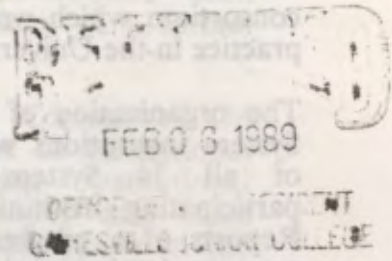
An immediate result of the first meeting of the University System Institutional Effectiveness and Assessment Consortium was the establishment of two task forces to investigate two different assessment questions.

One task force is addressing the assessment of "general education outcomes." That group held its first meeting on December 1, 1988 at Augusta College, at which representatives of ACT and ETS made presentations on their respective assessment instruments. In the months ahead, this task force will solicit information on the experiences of System institutions which have used a

TWO TASK FORCES (Cont.)

commercial instrument for assessment purposes. Institutions which are especially interested in the work of this task force may contact its chairperson, Dr. William Dunifon, Augusta College: (GIST) 337-1422.

The second task force is considering the assessment potential of "follow-up surveys of alumni and their employers." The aim of this task force is to design generic survey instruments which can be used effectively by several, or even all, System institutions. The chairman of the follow-up survey task force is Robin Hawkins of Georgia College: (GIST) 324-5157.



Spring 1989

Georgia College

Georgia College

TWO TASK FORCES MEET TO EXAMINE ASSESSMENT OPTIONS

An immediate result of this year's meeting of the University System Institutional Assessment and Assessment Commission was the establishment of two task forces to investigate two different assessment questions. One task force is addressing the assessment of general education outcomes. The group held its first meeting on December 1, 1988 at Augusta College at which representatives of ACE and ABE made presentations on their respective assessment instruments. In the months ahead, these two groups will solicit information on the experiences of System institutions which have used a