

BRUNSWICK JUNIOR COLLEGE

ANNUAL REPORT

1974-75

# ANNUAL REPORT

## 1974-1975



Brunswick Junior College

Altama at Fourth

Brunswick, Georgia 31520

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S U M M A R Y   S T A T E M E N T

## SUMMARY STATEMENT

The fiscal year 1974-1975 may be characterized as a period of stable operation. It was a time of continued assessment and evaluation of curricula, procedures, programs, and general institutional progress. The small increase in student enrollment came toward the end of the fiscal year when the spring quarter enrollment (1,142) exceeded the enrollment during the fall quarter, 1974, (1,068). This rather unusual enrollment pattern was accompanied by a substantial influx of veterans and other more mature students who decided, for various reasons, to either return to college or to begin a college career at this time. There has been considerable speculation among college personnel as to whether or not this unusual enrollment trend will continue in the future. This fiscal year then has been a rather stable period of operation with little change in the number of students served.

### New Programs Approved

Beginning with the establishment of the Division of Vocational/Technical Education in 1971, a substantial number of new programs have been added to the curriculum each year. Most of the new programs were approved during the fiscal years, 1971-1974. Therefore, only a few new programs were planned or approved during the period covered by this report.

However, a new instructional division, the Division of Special Studies, began its initial year of operation in September, 1974. This division was the outgrowth of the recent Board of Regents' policy relating to entering students who score 650 or lower on the College Entrance Examination Board Test - verbal and mathematics (combined score). This division was jointly funded this year by a federal Title III grant of approximately \$100,000 supplemented by state funds. The division was engaged in providing special courses to assist students in this category to succeed in regular college credit courses and programs. In addition, the Division of Special Studies offered remedial instruction in reading and writing for students who experienced difficulty in passing the Regents' Test.

Probably the most significant improvement in existing curricula was the revision of the basic English composition courses. The English 101-102 sequence was revised to increase the level of composition skills taught in each course. Both English 101 and 102 now emphasize composition and the standards for earning a passing grade in these courses are being raised. Placement criteria in the various levels of English courses were reviewed and revised to include, in addition to a satisfactory score on the Comparative Guidance and Placement Test (CGP), a writing sample which is evaluated in a similar manner to that used in grading the writing portion of the Regents' Test. Finally, the English faculty planned and participated in a workshop devoted to upgrading instruction in English grammar and composition. The workshop, which was conducted by a visiting consultant,

produced methods and procedures for improving instruction in the basic English composition courses. The workshop also provided valuable impetus for faculty effort toward revising the placement procedure used for placing students in English 090 (remedial) and 101 (credit).

As discussed in last year's annual report, the faculty has recognized the need to provide greater educational challenges for the academically superior student. There has been a desire among the faculty leadership to provide incentive scholarships for the more academically able students. There has also been a desire to offer some special courses for the academically superior students. Substantial progress was made this year toward attaining these goals.

A faculty committee developed a proposed plan to provide seven academic scholarships in the amount of \$450 each. This proposal, when presented to the Brunswick College Foundation for financing, was favorably received and financed for the ensuing academic year (1975-76). Through this scholarship program seven outstanding high school graduates will be recruited and selected, one for each of the academic divisions, to receive the scholarship award.

The faculty of the Division of Humanities this year developed a Special English 102 class. This course was designed as an honors course for outstanding students to be offered once a year during the winter quarter. Although the course does not diminish the emphasis on composition, it

provides guest lecturers throughout the course, approximately once a week, to conduct discussions on a wide variety of literature.

### Faculty Development and Activity

The year covered by this report was a period of continued professional activity, graduate study, writing, and research by faculty. As has been the case throughout the existence of the institution, about one-third of the faculty members were engaged in graduate study. The number and percentage of faculty members who hold the earned doctorate or advanced graduate study has subsequently increased over the years. This is especially evident in the academic divisions of the Humanities, Social Sciences, Natural Science, and Mathematics where additional graduate study beyond the master's degree is a requirement for institutional accreditation.

Several faculty members reported research projects and scholarly writing, either accomplished or underway. About one-third of the faculty members were involved in professional activities of a creative nature. Faculty members were also extensively engaged in sponsoring student activities, and participating in community organizations as documented in the main body of this report.

### Library Services

The library collection has grown steadily over the years. Since the report for the preceding fiscal year, the general collection has increased from 34,500 to the present collection of 36,700 volumes. Careful weeding

of 425 volumes during the year has helped assure that the collection is current and related to the college curricula and institutional needs. The recently installed electronic detection system has substantially reduced the annual number of volumes which were either lost or inadvertently removed from the library.

Community support of the library continues to be good and quite a number of patrons, faculty, and friends of the library have donated books and made cash contributions to support the development of the library. The Glynn County Medical Society has provided \$500 plus a sizeable number of donated books and medical material for the library through a recently executed agreement. Through this agreement members of the Glynn County Medical Society are permitted to use library materials.

Through Title III funding we were able to add a media specialist to the library staff during the year. This specialist has been a most welcomed addition to our staff. She has been engaged in cataloging and inventorying our audio-visual software and hardware, as well as assisting faculty in the preparation of software for instructional use.

#### Community Service and Continuing Education

The community service and continuing education program has continued its steady progress toward meeting the special educational needs of the community. Last year's annual report presented some of the findings of two formal studies related to the function of this division. The first study was

conducted by the University of Georgia's Institute of Community and Area Development and the University of Georgia's Center for Continuing Education under the auspices of the Brunswick-Golden Isles Chamber of Commerce, the City Commission, the County Commission, and Brunswick Junior College. A total of 201 citizens provided information about the community and the college through a structured interview which was about an hour in length. A summary of the results of this study was presented in the 1972-73 Annual Report. The results indicated that the citizens interviewed were generally favorable toward the work and effort of the Division of Public Service and Continuing Education.

The second study was conducted by Dr. N. DeWitt Moore as a doctoral thesis in Higher Education at the University of Georgia. Dr. Moore's inquiry titled, "The Role of Brunswick Junior College in Community Development", sought to compare and contrast the opinions and beliefs of 101 selected community leaders with those of 72 professional staff members of Brunswick Junior College. A summary of the findings of the study was reported in the 1973-74 Annual Report. Although there were some significant differences in the opinions of these two groups as to the proper role of Brunswick Junior College in providing community services, Dr. Moore found, "both groups of the opinion that the Brunswick Junior College faculty and staff should be involved in community development activities." Further consensus was reached in that both groups were of the opinion that, "the college could meet the needs of individuals better than more substantive community-wide

needs." Both groups were more in favor of the college pursuing, "community improvement through the organization of a wide spectrum of people who are concerned with democratic processes, self-help, and educational objectives, rather than approaching community improvement by emphasizing a technical process of problem solving or by concentrating on social activism."

These two studies have been helpful to the leadership in the area of community services in that they have reinforced the initial effort of the institution to work with the community leadership in a mutual effort to solve recognized problems. As a result of this approach to community services, along with the service effort of the faculty and staff to develop appropriate programs, Brunswick Junior College has always had the whole-hearted support of the community, and this, too, has stimulated the consistent growth and progress in the area of community services.

During this year the Division of Public Service and Continuing Education has offered 190 courses and other programs in which a total of 3,238 students were enrolled. There was a total of 116,695 participant hours which equates to approximately 190 full-time equivalent students.

As indicated elsewhere, the graduate programs which we sponsor jointly with Georgia Southern College and the Coastal Area Teacher Education Service continue to increase in student enrollment. Last year these programs enrolled an aggregate number of 410 students as compared to 435 students enrolled during the period covered by this report. Brunswick Junior College,

however, does not receive any remuneration for providing the facilities, maintenance, custodial services, audio-visual services, and for making general arrangements for the registration of students. This workload on the facilities and staff is not formally recognized in the workload of the institution. Although we feel that these programs are desirable, it is problematic as to how long we can continue to extend the use of our facilities and resources at no cost for essential services and programs which involve several hundred graduate students.

### Physical Facilities

This was the first year of occupancy of the newly rehabilitated space in the Administration Building vacated when the new library was completed. This additional space for administrative offices, data processing, central duplicating, conference space, and classroom space for the data processing program, was a most welcomed addition. It has enabled us to relieve serious crowding in the Business Office, Registrar's Office, and the Vocational/Technical Division administrative offices. It also enabled us to move the offices of the Dean of Student Affairs to this building and to alleviate very serious space shortages in the Continuing Education and Public Services Office.

With the exception of several classrooms in the Howard E. Coffin Physical Education Center, the institution has operated with the same instructional space that was provided in the initial year of operation, 1964-65. However,

the enrollment has increased from 269 regular students in 1964-65 to 1,142 regularly enrolled students during the spring quarter, 1975. Also, the continuing education and public service programs have attracted increasing numbers of citizens over the years. Approximately 500 students are enrolled in one or more continuing education class quarterly and a substantial number of persons are involved in seminars, conferences, lectures, and other activities on a one-time basis. Moreover, the Georgia Southern Graduate Center and the Coastal Georgia Area Teacher Education Service attracted increasing numbers of graduate students to classes taught on our campus. Beginning during the 1972 fiscal year with an enrollment of 100 students, courses offered through these programs reached an enrollment of 435 students during the 1974-75 fiscal year.

Concurrent with the steady increase in regular student enrollment, addition of new continuing education and public service programs, and the significant increase in graduate student enrollment, the institution has developed and implemented a considerable number of vocational/technical courses. These new courses have required not only additional general classroom space, but special laboratory space and equipment as well. As a result of the considerable pressure on the physical facilities and competition for class scheduling, some undesirable and sub-standard space has been pressed into use. These space problems are discussed in more detail elsewhere in this report. This much has been said about the current conditions surrounding instructional space utilization to emphasize the importance

of the two new instructional facilities which are currently under construction - the Vocational/Technical facility and the Science/Classroom facility. These two facilities contain laboratories, general classrooms, specialized classrooms, and shop areas which, when completed, should accommodate our student enrollment for several years.

There is, however, a very important instructional area which will not be accommodated properly by the new construction, that of the fine and performing arts. There is abundant evidence in our society in general and in our community and college campus in particular, that music, art, drama, sculpturing, ceramics, casting, and the study and practice in other forms of the fine and performing arts will assume increasing importance in the college curriculum.

#### New Construction Completed During the Year

The remodeling of the Administration Building (Project J-32) was completed in July, 1974, at a cost of \$166,400 for construction and equipment. As discussed previously, the completion of this project has enabled us to alleviate crowded conditions in the Business Office, Division of Continuing Education, Data Processing, the Registrar's Office, and the Division of Vocational/Technical Education.

Groundbreaking ceremonies for the Vocational/Technical Facility (Project M-26) were held on June 21, 1974. Work on this facility has progressed slowly. We had hoped to occupy this building during the early summer, 1975, but it appears that the final inspection will not be held before the latter part

of August, 1975. The estimated construction cost of this facility is \$604,000. It will cost approximately \$250,000 to equip this new facility which will house classrooms, offices, and laboratories for four vocational/technical programs.

Construction is proceeding on the Science/Classroom building (Project M-21). This facility, which will have an estimated construction cost of \$1,059,000, will contain approximately 34,000 square feet of floor space. All of the space provided in this facility is urgently needed - faculty offices, laboratories, classrooms, preparation rooms, and a large lecture room. This facility is scheduled for completion in the winter quarter, 1976.

#### Special Problems and Needs

The need for additional instructional space has been discussed elsewhere in this report. When the two current projects, the Vocational/Technical and the Science/Classroom facilities, are available for occupancy, the immediate space needs of the institution will be substantially met. However, we can already see that future expansion in the vocational/technical division will require additional space. There will be a critical need to rehabilitate some space in the old maintenance shop building for use as a future industrial electricity laboratory to train students in this urgently needed area.

There is a recognized need for adequate instructional space for the fine and performing arts. There is presently a critical need for music practice

rooms for students who are majoring in music. There is also a need for a working stage for the dramatic and performing arts.

The steady growth and development of the institution has placed an increasing workload on college personnel, especially in the areas of plant maintenance, clerical and secretarial, auxiliary services, and business operations. The Comptroller's Office has recognized the need to expand and upgrade these operations, but equally pressing needs in other areas have made it extremely difficult to deal satisfactorily with this problem. With what appears to be a condition of stability in student enrollment and curricular expansion, it is imperative that we secure increased resources to meet the critical personnel needs in the non-academic areas. Specific needs in this area of operation are documented in the main body of this report.

One of the most serious and debilitating conditions facing our institution is the erosion of faculty and staff salaries and fringe benefits caused by inadequate salary increases and economic inflation. The steady erosion of faculty and staff salaries has been documented in the literature and its effect on faculty and staff morale is obvious and well-known throughout higher education.

There is no question that even with an annual raise of 5%, faculty salaries will continue to fall behind the rising cost of living. To fail to recognize that quality instruction depends on well-qualified and competent faculty will, in the long run, be more costly to higher education than the

funds required to provide adequate faculty salaries. To fail to compensate adequately the faculty on which we depend to maintain quality is to lose not only outstanding faculty within the institution, but also to lose quality effort because of lost morale and economic incentive. We must all find substantial ways to recognize the work of those persons, both academic and non-academic, who contribute in most significant ways to the growth and development of this institution. To fail to do this now would be to lose much of the excellent progress which has been made over the past decade.

F A C U L T Y

FACULTY

1. Identification of faculty changes, 1974-75 (information provided on form entitled "University System of Georgia Faculty Changes 1974-75." See page 2.)
  
2. Number of instructional faculty, 1973-74 45
  - (a) Additions July 1, 1974 - June 30, 1975
    - (1) New Appointments 3 plus 3 (Vo-Tech\*) 6
    - (2) Returning from leaves 0
    - (3) Transfers from non-teaching positions 0
    - (4) Total additions (1)-(3) +6
  
  - (b) Deletions - July 1, 1974 - June 30, 1975
    - (1) Resignations 3
    - (2) Termination by institution 0
    - (3) Retirement 1
    - (4) Deaths 0
    - (5) Leaves of Absence 0
    - (6) Transfers to non-teaching positions 0
    - (7) Total deletions (1)-(6) -4
  
  - (c) Number of faculty, 1974-75 47
  
3. List of those on leave during the whole or part of the year; period of leave; and purpose of leave.
  - (a) Ron Young; leave during the period of July 1 - August 31, 1974; completing Master's degree.
  
4. List of those doing graduate work - indicate summer quarter of 1974 and/or academic year 1974-75 and the institutions attended.
  - (a) Carolyn Carver Broh completed requirements for the Master of Science in Nursing at the Medical College of Georgia School of

\*Vo-Tech Personnel who are budgeted half by the State Department of Education and half by the Board of Regents.

UNIVERSITY SYSTEM OF GEORGIA  
FACULTY CHANGES 1974-75

	Professors	Associate Professors	Assistant Professors	Instructors	Total*
TEACHING FACULTY 1973-74	1	13	16	15	45
NOT RETURNING-Teaching faculty whose resignations or retirements were effective prior to Fall 1974 and leaves granted for 1974-75. Do not include faculty who had continuations of leave from 1973-74. Include faculty transferred from teaching to administration prior to Fall Quarter, 1974.	Morris (R)	Page (R)	Tiller (R)	Nilsson (R)	
RETURNED FROM LEAVE-Teaching faculty who returned from leave during the '74-'75 fiscal year.					
PROMOTIONS-Teaching faculty who were promoted at the April 1974 Board meeting.		Holloway			
ADDITIONS-Teaching faculty newly appointed during the '74-'75 fiscal year, in addition to persons transferred from administration to teaching and part-time persons reappointed to full-time status during '74-'75 year.			Everett Rothenberger Sanders	Evans** White** Cammon**	

NOTE: Persons appointed as part-time or administrative are not reported on this form.

Insert names and indicate: (R) Resignation, (D) Death, (Lv) Leave of Absence, (TrAdm) Transferred to or from Administration, (RLv) Returned from Leave, (T) Termination

\*This total should agree with Item 2, FACULTY.

\*\*Vo-Tech Personnel who are budgeted half by the State Department of Education and half by the Board of Regents.

Nursing during summer quarter, 1974, and was graduated in September, 1974.

- (b) Paul Cammon completed 12 quarter hours at Brunswick Junior College during the academic year, 1974-75.
- (c) Dianne Castor completed 5 quarter hours at the University of Georgia during the academic year, 1974-75.
- (d) Judith R. Chapman completed requirements for the Master of Science in Nursing at the Medical College of Georgia School of Nursing during summer quarter, 1974, and was graduated in June, 1975.
- (e) Ronald Dempsey completed 15 quarter hours during summer quarter, 1974, and 5 quarter hours during the academic year, 1974-75, at Georgia Southern College.
- (f) James Edwards completed 17 quarter hours at the University of Florida during the academic year, 1974-75.
- (g) Bobby N. Evans completed 10 quarter hours at Georgia Southern College during the academic year, 1974-75.
- (h) Dan Fenn completed 5 quarter hours at Georgia Southern College during the academic year, 1974-75.
- (i) Pearl Hayes completed 5 quarter hours at the University of Georgia during the academic year, 1974-75.
- (j) Patrice Jackson completed 10 quarter hours during summer quarter, 1974, at Georgia Southern College.
- (k) Dale Kitch completed 45 quarter hours during the academic year, 1974-75, at Georgia Southern College.
- (l) Bonnie Lawson completed 5 quarter hours during the academic year, 1974-75, at the University of Georgia.
- (m) Jim Ogden completed 10 quarter hours during the academic year, 1974-75, at Georgia Southern College.
- (n) Mary Blanche Rice completed requirements for a Master's in Education at Georgia Southern College during the summer quarter, 1974.
- (o) Jewell Smokes completed 5 quarter hours at Georgia Southern College during the academic year, 1974-75.

- (p) Collin White completed 5 quarter hours at Georgia Southern College during the academic year, 1974-75.
  - (q) Ron Young completed requirements for a Master's in Education at the University of North Florida during summer quarter, 1974.
  - (r) Katherine N. Zell completed 5 quarter hours at the University of Georgia during the academic year, 1974-75.
5. List of those receiving advanced degrees, institutions from which degrees were granted, date degree received, designation of degree and major field.
- (a) Carolyn Carver Broh completed her Master's in Nursing on September 21, 1974, at the Medical College of Georgia School of Nursing.
  - (b) Judith Ann Chapman completed her Master's in Nursing on June 7, 1975, at the Medical College of Georgia School of Nursing.
  - (c) Mary Blanche Rice completed the M.Ed. in Business Education on June 8, 1974, at Georgia Southern College.
  - (d) Ronald C. Young completed the M.Ed. Degree in Vocational/Technical Education on August 23, 1974, at the University of North Florida.

6. Highest degree held by faculty members. (For each degree, list number of faculty members.)

Doctorate....	6
Master.....	34
Bachelor.....	6
Associate....	2

7. Average number of equivalent full-time teachers engaged in teaching during the regular session; average number of full-time teachers in summer session. Please include as a separate item any time of administrative officials, teaching assistants, graduate assistants, and other employees that are devoted to teaching activities.

Summer Quarter 1974.....	26
Academic Year 1974-75.....	50

8. Average workload per teacher in terms of quarter credit hours.

9. Research and creative projects.

(a) Research projects underway; names of faculty engaged in research; publications of results of research.

- (1) Ron Dempsey wrote the proposal for a Basic Title III grant. He chaired the sub-committee for off-campus courses, as well as assisting in developing Special Studies programs throughout the state by chairing the Academic Committee on Special Studies.
- (2) Dr. May, Mr. Payne, Mr. Hamilton, and Dr. Sanders have been involved with a research contract with the Environmental Protection Division, State of Georgia, for monitoring physical, chemical, and biological parameters of estuarine waters along the Georgia coast.
- (3) Carlton Morrison visited Williamsburg, Virginia, in September, 1974, to observe the restored buildings of the colonial period.
- (4) Betty Jo Strickland is presently involved in researching "The Short Fiction of William Gilmore Simms: A Critical Study and Checklist," for her Ph.D. dissertation. Her review of Stories and Tales, Vol. 5, Writings of William Gilmore Simms, Centennial Edition, was accepted by South Carolina Review.
- (5) Dr. Faith Willis has conducted research concerning the life styles of educated women. This research is being supported by a federal grant of \$5,000.

(b) List of other books, articles, and publications.

- (1) Maryjane Austin presented to the annual meeting of the Southeastern Philosophy of Education Society in Mobile, Alabama, a paper entitled "The Concept of Environment in the Educational Theory of B. F. Skinner."
- (2) Mr. Randy Gann co-authored with Dr. Mallory May and Jane Johnson a report on Environmental Inventory of the Altamaha River Drainage Basin. The research project was sponsored by the U. S. Corps of Engineers.
- (3) Carlton Morrison wrote a book review of Thomas A. Bailey's Probing America's Past which appeared in the Community College Social Science Quarterly, Fall, 1974.

- (4) The articles written by Dr. O. Thomas Sanders are as follows:

Damalas, A. P., R. H. Giles, Jr., and O. T. Sanders, 1975. "Measuring forest soil CO<sub>2</sub> evolution for assessing mercury and other ecological impacts." Second International Symposium on Environmental Biogeochemistry. Burlington, Ontario, Canada. April 8-11, 1975.

Sanders, O. T. and R. L. Kirkpatrick, 1975. "Effects of a polychlorinated biphenyl on sleeping times and adrenal and testicular activity of white-footed mice." Environ. Physiol. & Biochem. (Accepted for publication, May, 1975)

Kirkpatrick, R. L. and O. T. Sanders, 1975. "Reproductive characteristics and corticoid levels of female white-footed mice fed ad libitum and restricted diets containing a polychlorinated biphenyl." Virginia J. Sci. 26: (In press)

- (5) Dr. Faith Willis wrote an article which appeared in the AAUW Journal, November, 1974, entitled "Why Women's Lib Won't Work."
- (6) Ron Young is in the process of publishing a commercial building workbook (rough draft).
- (7) Katherine M. Zell is having published a portion of a final assignment for one of her courses in a book for Health Occupation teachers (curriculum development for post-secondary programs being done by Dr. M. E. Milliken).

- (c) Projects of a creative nature and names of faculty involved.

- (1) Maryjane Austin was the "juryman" character in a play presented by the Performing Arts Club entitled "Trial by Jury."
- (2) Paul Cammon is developing an independent instructional program in the area of Heating, Ventilation, & Air Conditioning.
- (3) Ron Dempsey directed nurses in vocal selection for Capping Ceremony.
- (4) Bobby Evans is developing an independent instructional program in the area of Machine Shop.
- (5) Betty Everett wrote two musical compositions entitled, "Walk on St. Simons Beach," and "Processional." Dr. Everett gave

three musical performances during the academic year and band performances at the basketball games.

- (6) Mary Gash sponsored and directed the Performing Arts Club and was involved in two plays.
  - (7) Dale Kitch is developing an independent instructional program in the area of Data Processing.
  - (8) Barbara McCarty served as faculty advisor for the Crest.
  - (9) Jim Ogden is developing an independent instructional program in the area of Welding.
  - (10) Jerry Payne has developed three mathematics courses, Math 106, 107, and 108, to meet the needs of the students in the Vocational-Technical Programs.
  - (11) Leon Rice sponsored the Seaswells publication as well as the Creative Arts Club.
  - (12) Jewell Smokes and Ron Young are developing an independent instructional program in the area of Drafting and Design Technology.
  - (13) Collin White is developing an independent instructional program in the area of Auto Mechanics.
  - (14) Jim Wilson is developing an independent instructional program in the area of Marketing and Management.
- (d) Faculty participation in extra-curricular activities.
- (1) Roy Armstrong, Betty Everett, Barbara McCarty, and Leon Rice were guest speakers in the business classes.
  - (2) Roy Armstrong, Betty Everett, and Mary Gash were Special English instructors.
  - (3) Maryjane Austin presented a lecture to the Special English 102 class entitled "Philosophical Concepts in Franz Kafa's The Metamorphosis."
  - (4) Ron Dempsey chaperoned three student dances.
  - (5) Dr. Denty gave a speech to the English 103 Communications class.

- (6) Dr. Denty and Dr. Johnson gave speeches to the Special Studies classes.
- (7) Mr. Hugh Garner gave a speech to the Secretarial Council.
- (8) Pearl Hayes was advisor and training assistant to the VICA clubs.
- (9) Dale Kitch is an advisor for the Veterans' Organization.
- (10) Mary Lang served as Official Hostess for the GJCAA State Basketball Tournament held on the BJC campus.
- (11) Barbara McCarty, Leon Rice and Betty Jo Strickland were guest lecturers in the Special English 102 class.
- (12) Members of the Natural Science Division participated in or directed the following campus activities and organizations: Timer and scorer for basketball games, May Day Activities, Arts Festival, intramural softball, and chaperone at SLAC dance.
- (13) Jim Ogden exhibited class projects at the Arts Festival.
- (14) Lois Pope implemented a new degree program for secretaries with a medical option.
- (15) Mary Blanche Rice was co-sponsor for Phi Beta Lambda.
- (16) Jewell Smokes was advisor for the Bucs Boosters.
- (17) William Watson assisted in an employment interview for the Secretarial Office Procedures class.
- (18) Mr. Watson also promoted the basketball program and the GJCAA State Basketball Tournament held on campus.
- (19) Dr. Willis gave a speech to the Special English 102 class.
- (20) Ron Young participated in the Arts Festival by exhibiting his class models and assisting in promoting the Festival.
- (21) Katherine N. Zell was co-sponsor and chaperone for the basketball cheerleaders.
- (22) Frank Hammond was the faculty sponsor for the Fellowship of Christian Athletes club and served as Director of the Intramural Sports Program.

- (23) Jim Otte served as Director of the Association of College Union Games and coached the Brunswick Junior College Baseball Team.
- (24) Bob Woodward coached the Brunswick Junior College Basketball Team.
- (25) Ralph Denty chaired the Brunswick College Foundation Academic Incentive Scholarships Committee which developed guidelines for awarding these scholarships.
- (26) Carlton Morrison supervised the production of printed program books for the basketball team. He also supervised the production of a recruiting bulletin designed to attract adult students.
- (27) Cynthia Lee served as faculty sponsor for the Student Life Advisory Council.
- (28) Jack Markey, Hugh Garner, and Maryjane Austin served on the Brunswick College Foundation Selection Committee for the J. D. Compton Chair of Private Enterprise.
- (29) All members of the Humanities Division participated in the annual Arts Festival.
- (30) All faculty members served in different capacities on various institutional standing committees and ad hoc committees during the year.
- (31) Several faculty members served on University System Academic Committees during the year.

S T U D E N T S

PLEASE return one copy to:  
Dr. Thomas F. McDonald  
244 Washington Street, S. W.  
Atlanta, Georgia 30334

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Brunswick Junior College  
Institution

1974-75 Annual Enrollment Report

Summer Quarter 1974

1. Enrollment by Session and Cumulative Enrollment

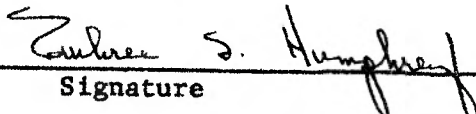
Enrollment First Session	<u>474</u>
Enrollment Second Session	<u>498</u>
Cumulative Enrollment	<u>498</u>

2. Cumulative Enrollment by Class, Residence, Sex, Race, and Veteran Status

Joint Enrollment	<u>10</u>	Residents of Georgia	<u>484</u>
Freshman	<u>174</u>	Residents of Other States	<u>14</u>
Sophomore	<u>223</u>	Residents of Foreign Countries	<u>0</u>
Junior	<u>          </u>	Men	<u>210</u>
Senior	<u>          </u>	Women	<u>288</u>
Graduate	<u>          </u>	Black American	<u>127</u>
Professional	<u>          </u>	American Indian	<u>0</u>
Transient	<u>38</u>	Asian American	<u>1</u>
Special Studies	<u>30</u>	Spanish Surnamed American	<u>1</u>
Medical-Dental Residents & Interns	<u>          </u>	All Other Students	<u>369</u>
Other Classifications	<u>23</u>	Veterans	<u>68</u>
TOTAL	<u>498</u>	Non-Veterans	<u>430</u>

3. Quarter Credit Hours for which Students enrolled

Remedial, Developmental, and Non-Credit	<u>275</u>
Lower Division (Freshman and Sophomore	<u>5463</u>
Upper Division (Junior and Senior)	<u>          </u>
Graduate	<u>          </u>
Professional	<u>          </u>
Medical-Dental Residents & Interns	<u>          </u>
TOTAL	<u>5738</u>

  
Signature

NOTE: Quarter Credit Hours for ROTC courses will not be reported. Equivalent credit for basic physical education courses will be reported even though the institutio does not record academic credit for these courses. Equivalent credit will also be reported for remedial and developmental courses.

Professional students are those enrolled in Pharmacy, Law, Veterinary Medicine, Dentistry, Forestry and Medicine.

Academic Year 1974-75

Brunswick Junior College  
Institution

1. Total Academic Year Enrollment


Enrollment -- Fall Quarter	<u>1,068</u>
Enrollment -- Winter Quarter	<u>1,063</u>
Enrollment -- Spring Quarter	<u>1,140</u>
Average Enrollment	<u>1,090</u>

2. Cumulative Academic Year Enrollment by Class, Residence, Sex, Race and Veteran Status

Joint Enrollment	<u>19</u>	Residents of Georgia	<u>1,400</u>
Freshman	<u>850</u>	Residents of Other States	<u>32</u>
Sophomore	<u>355</u>	Residents of Foreign Countries	<u>1</u>
Junior	<u>      </u>	Men	<u>746</u>
Senior	<u>      </u>	Women	<u>687</u>
Graduate	<u>      </u>	Black American	<u>307</u>
Professional	<u>      </u>	American Indian	<u>      </u>
Transient	<u>19</u>	Asian American	<u>2</u>
Special Studies	<u>120</u>	Spanish Surnamed American	<u>4</u>
Medical-Dental Residents & Interns	<u>      </u>	All Other Students	<u>1,120</u>
Other Classifications	<u>70</u>	Veterans	<u>506</u>
TOTAL	<u>1,433</u>	Non-Veterans	<u>927</u>

3. Quarter Credit Hours for which Students Enrolled

Remedial, Developmental and Non-Credit	<u>4,155</u>
Lower Division (Freshman and Sophomore)	<u>39,877</u>
Upper Division (Junior and Senior)	<u>      </u>
Graduate	<u>      </u>
Professional	<u>      </u>
Medical-Dental Residents & Interns	<u>      </u>
TOTAL	<u>44,032</u>

  
Signature

STUDENTS

1. Enrollment Data\*

- (a) Average Enrollment, Regular Session.....1,090
- (b) Cumulative Enrollment, Regular Session.....1,433
- (c) Actual Enrollment, Summer Session (1974)..... 498
- (d) Total Credit Hours of Student Registration.....49,770

TABLE I

CREDIT HOURS PER QUARTER

Quarter	Number Quarter Hours
Summer 1974	5,738
Fall 1974	14,698
Winter 1975	14,423
Spring 1975	14,911
TOTAL	49,770

\*For Annual Report Forms, see pages 10 and 11.

(e) Student Enrollment for the Academic Year by Class, Sex, Military Status, and Residence

TABLE II

ENROLLMENT STATUS OF STUDENTS WITH REGARD TO CLASS, SEX, VETERANS, AND RESIDENCE DURING ACADEMIC YEAR

	Class			Sex		Veteran Status		Residence	
	Fresh.	Soph.	Others*	Men	Women	Vet.	Non-Vet.	Res.	Non-Res.
	850	355	228	746	687	506	927	1400	33
Total	1433			1433		1433		1433	

\*Includes transients, developmental, special, auditors, and advanced high school students

(f) Student Enrollment for the Summer Quarter by Class, Sex, Military Status, and Residence

TABLE III

ENROLLMENT STATUS OF STUDENTS WITH REGARD TO CLASS, SEX, VETERANS, AND RESIDENCE DURING THE SUMMER QUARTER

	Class			Sex		Veteran Status		Residence	
	Fresh.	Soph.	Others*	Men	Women	Vet.	Non-Vet.	Res.	Non-Res.
	174	233	101	210	288	68	369	484	14
Total	498			498		498		498	

\*Includes transients, developmental, special, auditors, and advanced high school students

2. Number and Size of Classes

TABLE IV  
NUMBER OF CLASSES IN  
EACH SIZE CATEGORY

	SIZE OF CLASS				
	1-9	10-20	21-30	31-40	Over 40
Number of Class Sections Regular Session	88	104	103	59	7
Number of Class Sections Summer Session	39	28	17	6	2
TOTAL	127	132	120	65	9

TABLE V  
AVERAGE SIZE OF CLASSES

Quarter	Number of Classes	Average Class Size
Summer	92	14
Fall	181	23
Winter	181	19
Spring	180	20

3. Number of Degrees and Certificates Conferred - See Table VI - Page 15

TABLE VI

UNIVERSITY SYSTEM OF GEORGIA  
Listing of Degrees Conferred 1974-75

Brunswick Junior College

By Specialization	Black American		Amer. Indian		Asian American		Spanish Surnamed American		All Other Students		Total Degrees	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Associate of Arts									2	2	2	2
Associate of Science	1	1							38	33	39	34
Associate of Science in Nursing		11							5	49	5	60
Associate of Science in Secretarial Science		4								5		9
Associate of Applied Science									2		2	
Associate of Science in Data Processing		1							5	1	5	2
Associate of Science in Drafting & Design Technology									3		3	
Associate of Science in Marketing and Management	1	1							3		4	1
Associate of Science in Medical Laboratory Technology	1	1								7	8	1

4. Appraisal of Academic Work of Students

(a) Academic Grade Distribution for Regular Session

Mounting concern about grade inflation that runs throughout higher education in general seems to have its effect on this campus as well. One piece of evidence of a trend back toward more realistic grading is an examination of grades given at the end of spring quarter over the last three years.

TABLE VII

GRADE COMPARISON  
SPRING QUARTER 1973, 1974, 1975

	A	B	C	D	F	W
Spring '75	22%	25%	24%	9%	8%	8%
Spring '74	25%	24%	23%	7%	8%	14%
Spring '73	29%	28%	21%	7%	3%	12%

TABLE VIII

ACADEMIC GRADE DISTRIBUTION  
FOR REGULAR SESSION

Quarter	A	B	C	D	F&WF	WP	I	W&AUD	P*
Fall	16.4	25.5	24.2	6.3	7.7	1.0	7.2	7.4	4.3
Winter	18.0	25.6	24.1	5.8	6.6	1.0	5.9	9.6	3.4
Spring	18.6	26.7	23.7	5.7	6.1	1.0	5.2	8.3	4.7
TOTAL %	17.7	26.0	24.0	5.9	6.8	1.0	6.1	8.4	4.1

\*P - Developmental & HEAP Courses - Institutional Credit Only

(b) Regents' Testing Program

Beginning in the fall quarter, 1972, all rising juniors (students who have completed 45 hours of college credit) were required to take the Regents' Test. Passing this basic reading and writing test has subsequently been instituted throughout the University System as a requirement for graduation. Consequently, considerable attention has been focused on the nature and purpose of this test as well as the success and lack of success of students who are required to pass the test.

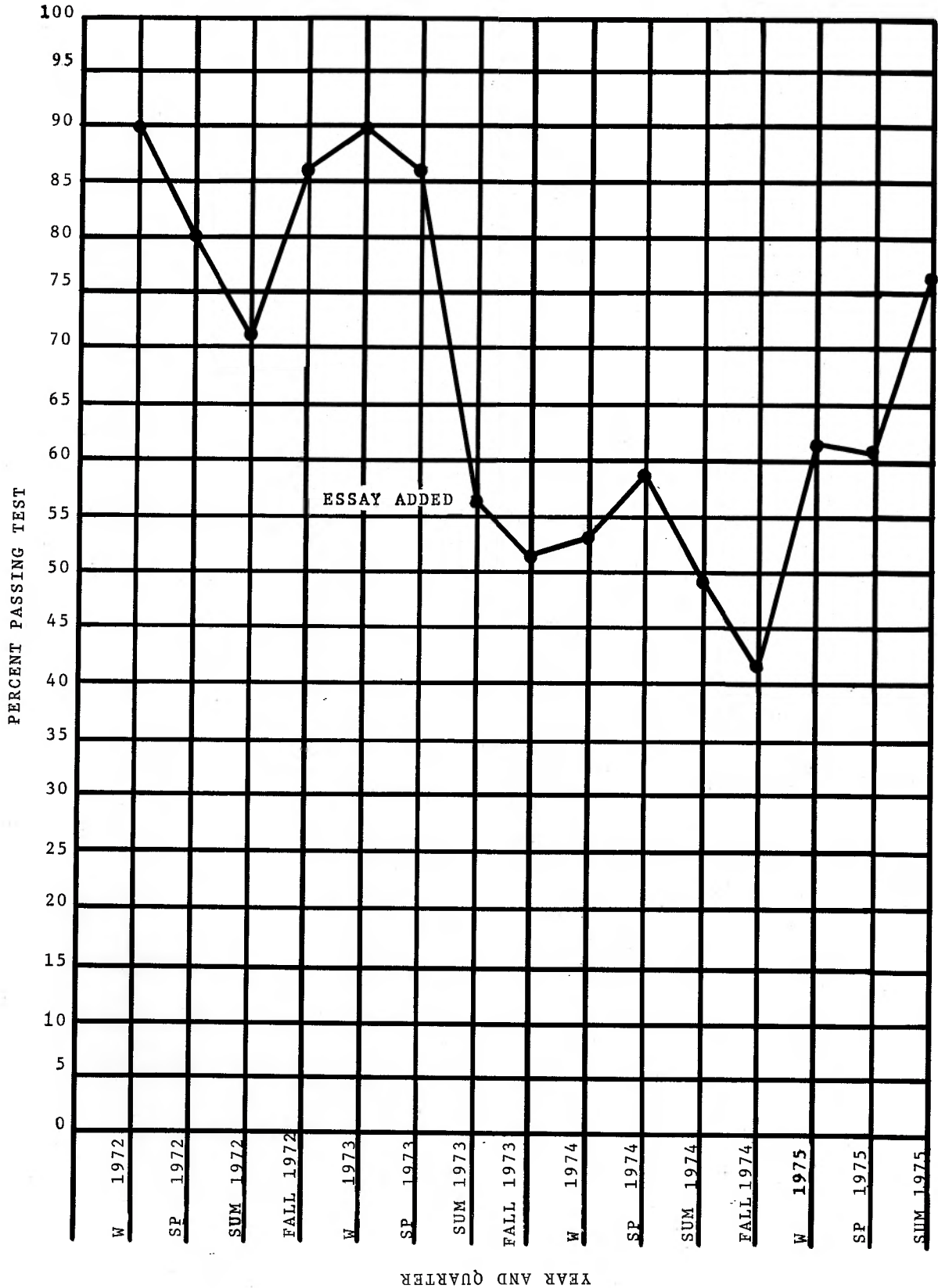
Students at Brunswick Junior College have met with varying degrees of success on the Regents' Test. As Table IX indicates, during the first stage of the testing program our students were relatively successful in passing the examination. However, when the writing of an acceptable essay was required as a condition of passing the test, our students experienced considerable difficulty. As Table IX indicates, the passing rate fell to approximately 50% in the fall of 1974. This performance was considered as unacceptable by the faculty, students, and administration of Brunswick Junior College.

Considerable effort was made throughout the year to provide positive support to freshmen who would take the Regents' Test at the end of their freshman year. Revisions were made in the English 101 course to provide more emphasis on essays. Students enrolled in English 101 were required to write an acceptable essay as a condition of passing the course. The essay is graded independently by three English instructors as is the essay portion in the Regents' Test. In addition, special tutorial services were provided for students in the areas of reading and writing. This was made possible through the availability of federal funds in the Title III HEAP Project. Students who needed assistance in reading and writing could work in the laboratories under the supervision of tutors. The laboratories were operated throughout the day to enable students to attend the sessions at their convenience. The laboratories were available on a voluntary basis for all students, but those students who had failed the Regents' Test were required to attend the appropriate laboratory sessions.

During the year covered by this report there has been a steady increase in the percent of students passing the Regents' Test. The most encouraging results were recorded in the summer, 1975, when approximately 75% of 124 students taking the test passed (see Table IX). This passing rate lifted Brunswick Junior College from near the bottom of the ranking of junior colleges within the University System to the rank of sixth, based on the test results for the summer quarter, 1975.

TABLE IX

STUDENT PERFORMANCE ON REGENTS' TEST ( Winter, 1972 - Summer, 1975 )



YEAR AND QUARTER

It is, of course, too early for us to speculate as to the effectiveness of our programs designed to assist students in the development of basic skills in reading and writing. However, we are encouraged by the improved student performance on the Regents' Test. We will continue to provide instructional support in this area through the Division of Special Studies.

(c) Students Enrolled in Career Programs

This has been an exceptionally successful year for the vocational/technical programs. Student enrollment in the vocational/technical curriculum has continued to grow with each quarter showing an appreciable gain over the same quarter in the previous year. The increases are as follows: Fall '74, 17%; Winter '75, 15%; Spring '75, 23%; Summer '75, 94%. Students enrolled in vocational/technical courses for the Summer '75 quarter comprised 33% of the total summer enrollment (percent does not include radiology and practical nursing students; if included this would give 37% of total enrollment).

The new vocational/technical building is nearing completion and it is expected to be available for classes for the fall quarter, 1975. With the addition of the new building three new programs will be offered this fall as follows: Auto Mechanics, Machine Shop, and Heating, Ventilation and Air Conditioning. While these new programs will certainly attract new students, the enrollment in them is not expected to show appreciable growth until later in the year.

The equipment for the new programs and the new building has been purchased with State Department of Education funds and most of it has already arrived and is awaiting installation.

During the current year the nursing faculty has continued to work on the integrated nursing curriculum, making only minor changes as seemed necessary. These changes have consisted mostly of placing discussions of particular nursing problems in different areas so that students could understand them better. One other change was brought about by the way our graduates are used; we have made the elective course, "Leadership in Nursing," a requirement, effective with the 1975-76 school year. This seemed desirable because most of our graduates are put into leadership positions almost immediately after initial employment.

Those who took the State Board Test Pool examinations for the first time in July and November, 1974, and who had completed the course taking the integrated curriculum, were fairly successful on the examinations. Sixty-eight graduates took the examinations for the first time. Of these, fifty-two or seventy-six percent passed;

TABLE X  
 VOCATIONAL-TECHNICAL DIVISION  
 QUARTERLY ENROLLMENT

Program	1972				1973				1974				1975			
	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	
Data Processing	30	33	24	36	35	27	32	34	31	44	9	62	53	45	60	
Medical Lab Technology		7	5	18	17	11	9	32	31	31	21	31	28	20	18	
Drafting and Design Tech.		13	8	25	27	23	11	56	50	43	13	47	41	51	26	
Marketing and Management				30	43	42	41	47	45	42	30	58	56	81	72	
Clerical Science				14	19	14	13	21	24	26	20	26	24	29	25	
Welding				19	27	23	24	25	27	27	16	30	37	40	32	
Practical Nursing								17	16	16	17	20	19	18	18	
Radiologic Technology								12	10	10	9	12	11	11	11	
Totals	30	53	37	142	168	140	130	244	234	239	135	286	269	295	262	

TABLE XI  
SHORT-TERM COURSES OFFERED THROUGH  
VOCATIONAL/TECHNICAL DIVISION

No. of Courses	Courses	No. of Students	Hours of Instruction
2	Basic Electricity	28	117
1	Basic Plumbing & Pipefitting	16	60
2	Basic Refrigeration Science	31	102
8	Bookkeeping	153	262
1	Building/Construction & Shop Math	12	42
1	Business Management	21	12
3	Cardiology	39	74
1	Care & Maintenance of Tools & Equipment	18	57
3	Child Development	58	180
4	Drafting	63	146
3	Emergency Medical Technician	52	375
1	Engineering In-service Training	17	40
2	Highway Engineering Technology	24	22
1	Industrial Technology	19	87
1	Intensive Coronary Care	12	64
1	Legal Secretary	20	54
4	Nursing Assistant	85	540
2	Origin, Use & Control of Steam	29	72
3	Radiation Physics	34	64
2	Stenoscript	39	121
2	Teachers' Aide	92	100
11	Typing	209	446
2	Ward Clerk	35	142
15	Welding	244	882

sixteen, or twenty-four percent, failed one or more of the tests. Of the sixteen who failed, eight failed one test, five failed two tests, one failed three, and two failed four tests.

Use of the integrated curriculum has helped the faculty to survive while we have had a reduced staff. Because we can use any area of the hospital during each quarter, we were able to give all the students the necessary experiences even though we did not have a sufficiently large faculty to use each available area every quarter.

After having two classes complete the integrated curriculum, we feel that the curriculum, as developed and with the continual updating which it receives, works well with students by increasing both their interest and their learning. It also works well with faculty by increasing our ability to give larger numbers of students the education and technical skills needed than we could through the previous curriculum.

(d) Number of Students Dropped for Academic Deficiencies

Summer Quarter, 1974	0
Fall Quarter, 1974	5
Winter Quarter, 1975	22
Spring Quarter, 1975	<u>23</u>
Total	50

(e) Number of Students Receiving Academic Honors.....649

5. Student Conduct and Extracurricular Activities

(a) Number of Students Dropped for Disciplinary Reasons..... 0

(b) Student Involvement

The vast majority of student concern at Brunswick Junior College seems to center around a general student desire that the institution continue to strive toward constructive interaction and mutual respect between students, faculty, and staff. Programs have generally reflected a cooperative and positive approach to this student motivated area of concern.

Our students seem to desire, more and more, to become involved in institutional governance and every possible encouragement and assistance has been given their responsible efforts in this direction.

Our situation is a positive one in terms of student involvement and we will work to continue to perpetuate that involvement.

(c) Student Government

Student Government (SLAC) can best be described as the year of "update." Leadership manifested itself through the individual efforts of a concentrated few who collectively probably represented the most ambitious leadership of the past three years. The overall productivity, however, although laudible, did not quite match its potential. Through the advent, or first operational year of the newly formed Student Life Advisory Council, a new cohesiveness and unity among individuals concerned with student governance evolved.

(d) Student Publications

The ever popular literary publication, Seaswells, was singularly the most significant journalistic production of the year. The staff and students producing this award winning publication continue to reflect that which is most desirable in this area of student involvement, dedication, talent, and responsibility. This year's product was once again a credit to them and to Brunswick Junior College.

The annual, well received generally, was a conglomerate of good and meaningful photography which more effectively portrayed campus life this year than it has in the past. Staff problems continue to haunt this publication and efforts to correct this are foremost in the minds of its advisers and supporters.

(e) Clubs and Organizations, Student Activities

The student personnel staff advised some fifteen committees and organizations ranging from intramural athletics to the Nursing Club. The budget for all student activities established by the SLAC was \$40,900. A great deal of staff and student involvement went toward upgrading the quality of all programs. The range of events ran the complete spectrum of ideas and interests providing a balance of entertainment, culture, and education for all participants from the GJCAA basketball tournament to the exciting production of "Mark Twain on Stage." Participation and interest was generally an improvement over the previous year. That general feeling and response is encouraging and efforts in the coming year will be aimed at the continued promotion of campus solidarity and support.

6. Counseling

TABLE XII  
STUDENTS RECEIVING COUNSELING  
(By Professional Counseling Staff)

Quarter	Vocational	Academic	Personal	Financial	Other
Summer '74	161	441	129	337	438
Fall '74	110	281	117	339	617
Winter '75	93	296	101	213	565
Spring '75	160	199	51	285	436

7. Tests Administered by Professional Counseling Staff

TABLE XIII  
TEST ADMINISTRATION STATISTICS  
BY QUARTER

Test	Summer '74	Fall '74	Winter '75	Spring '75
NTE	50	-	20	-
ACT	-	7	-	-
SAT	96	116	92	136
CGP	279	134	196	256
CLEP	76	23	40	20
HANDSCORED	153	61	90	98
SPECIAL TESTS	34	18	8	37
REGENTS' TEST	114	68	95	89

8. Financial Aid

(a) Estimated number of students leaving college for financial reasons - 16

(b) Categories of Financial Aid

TABLE XIV  
STUDENT FINANCIAL AID  
1974-75

Category of Financial Aid	No. of Students	Aid Amount
<u>SCHOLARSHIPS</u>		
Foundation, Clubs, Others	60	\$ 24,479
Regents	2	950
Federal Nursing	15	5,995
Georgia Incentive	71	17,250
<u>LOANS</u>		
Short Term	49	5,272
GHEAC	12	14,634
NDSL	10	3,540
Federal Nursing	8	7,625
State Nursing	49	50,320
<u>WORKSHIPS</u>		
College Work-Study	108	33,043
Student Assistant	38	10,995
<u>GRANTS</u>		
SEOG	69	17,494
BEOG	165	97,605
LEEP	24	5,783
TOTAL		\$294,985

L I B R A R Y

LIBRARY

1. State of Collection

(a) Number of Volumes

In Collection (June 30, 1974)	34,500
Added (July 1, 1974 - June 30, 1975)	2,625
Discarded (July 1, 1974 - June 30, 1975)	425

(b) Total Volumes in Collection (June 30, 1975) 36,700

(c) Microfilm

Total Reels in Collection (June 30, 1974)	4,502
Reels Added (July 1, 1974 - June 30, 1975)	1,008
Total Reels in Collection (June 30, 1975)	5,510

(d) Other Units of Microtext held as of June 30, 1975 0

(e) Periodicals and Newspapers

Periodical Subscriptions	427
Newspaper Subscriptions	17
Bound Periodicals Added (1974-1975)	242

(f) Other Serial Titles Being Received 98

(g) Circulation (Also see chart on next page)

Non-reserve Circulation (July 1, 1974-June 30, 1975)	11,332
Reserve Circulation (July 1, 1974-June 30, 1975)	5,376
Total Circulation (July 1, 1974-June 30, 1975)	16,708

Interlibrary Loans (Requests made by EJC) 138

Interlibrary Loans (Requests filled for BJC) 115

Interlibrary Loans (Requests to BJC from other libraries) 37

Interlibrary Loans (Requests filled by BJC for other libraries) 33

The following table provides additional information related to circulation and utilization of library materials.

TABLE XV  
CIRCULATION AND OTHER STATISTICS  
July 1, 1970-June 30, 1975

CLASSIFICATION SYSTEM	1970-71	1971-72	1972-73	1973-74	1974-75
General, Library Science, & Bibliography (A,Z)	210	196	224	146	104
Religion, Philosophy, & Psychology (B)	876	1,208	939	817	864
Social Sciences, and Business (C-K)	4,806	4,035	3,630	2,632	2,856
Education (L)	361	542	595	404	421
Humanities (M-P)	2,921	2,853	2,386	2,424	2,683
Natural Sciences (Q)	1,484	2,006	1,264	917	1,022
Medical Sciences (R)	541	1,090	1,140	1,435	1,141
Other Classifications (S-V)	350	290	295	310	454
Pamphlets, Unclassified, & Audio-Visuals	497	184	796	1,389	1,787
TOTAL NON-RESERVE CIRCULATION	12,046	12,404	11,269	10,474	11,332
TOTAL RESERVE CIRCULATION	*	*	6,815	6,953	5,376
TOTAL CIRCULATION	*	*	18,084	17,427	16,708
Non-Reserve Circulation Per FTE Student (based on FTE Fall Quarter)	16.23	13.95	13.07	11.92	12.85
Interlibrary Loan Requests Made	175	210	134	175	138
Interlibrary Loan Requests Filled	121	176	104	153	115
Annual Accessions	3,253	2,634	3,558	2,668	2,625
Number of Patrons	*	*	*	75,212	75,241
Volumes Cataloged	3,270	2,224	2,895	2,373	2,625

\*Data Not Available

2. Status of Library Accreditation

The library currently meets the standards of the Southern Association of Colleges and Schools. Details of Visiting Committee Report on the library were reported on page 23 of the 1971-72 Annual Report of Brunswick Junior College. During the year steps were taken to provide for the acquisition, cataloging, storage, and maintenance of audio-visual materials and for faculty guidance in the selection and use of these materials as mentioned by the Visiting Committee in its report (Standards III and VI).

3. Expenditures July 1, 1974 - June 30, 1975

(a) Expenditures for books and other materials

Books (General Funds)	\$16,824	
Books (Gift Funds)	203	
Materials (Federal Grant Funds: Title II-A)	4,235	
Periodicals (Exclusive of binding)	11,743	
Binding	1,801	
Audio-visual and microfilm	5,587	
Equipment	8,251	
Supplies and rentals	9,085	
Repairs and maintenance	641	
Communications	<u>1,114</u>	
Sub-Total		\$ 59,484

(b) Expenditures for personal services

Library staff salaries	58,764	
Student Assistants	488	
(College Work-Study Program not included-\$4,227)	<u>          </u>	
Sub-Total		\$ 59,252

(c) Expenditures for travel	371	371
(d) Total library expenditures		<u>\$119,107</u>

4. Other Basic Considerations Relating to Library Services

(a) Personnel

(1) Professional Librarians.....2.00 F.T.E.

The professional library staff consisted of a Head Librarian and an Associate Librarian, both employed on twelve-month contracts and both holding Master's degrees in library science from a graduate library school accredited by the American Library Association.

The Head Librarian, who assumed his duties July 1, 1969, holds the A.B. Degree from Pfeiffer College and the M.L.S. Degree from George Peabody College for Teachers. He has previously served as Assistant Librarian at Pfeiffer College and at West Georgia College. He is a member of Beta Phi Mu, international library science scholastic honor fraternity.

The Associate Librarian, who assumed her duties on July 1, 1969, holds the A.A. Degree from Young Harris College, the A.B. Degree from Georgia College, and the M.L.S. Degree from George Peabody College for Teachers. She has previously served as Assistant Librarian at Georgia Southwestern College. She is a member of Beta Phi Mu, international library science scholastic honor fraternity.

(2) Non-Professional Personnel.....5.50 F.T.E.

All staff members serve on a twelve-month contract as full-time employees except for the Night Circulation Clerk who is employed on an hourly basis each quarter. The full-time staff members are Acquisitions Assistant, Catalog Assistant, Cataloger, Circulation Assistant, and Periodicals Assistant. Each of these individuals have specific duties as their titles suggest and have special talents for their jobs. Each also has been very cooperative and willing to temporarily substitute for one another as needed.

(3) Special Temporary Employee.....0.33 F.T.E.

On March 1, 1975, a full-time Media Librarian was hired on a temporary appointment for the period March 1 - June 30, 1975. The position was made available during the year with Federal funds. The employee hired holds the Master of Education Degree from the University of Florida, Gainesville, and is certified in Georgia with a T-4 Certificate in Secondary English Instruction and Assistant Library/A-V Instructor and

a T-5 Certificate as a Career Media Specialist. State funds have been made available for her employment on a part-time basis for fiscal year 1975-76.

(4) Student Assistants.....2694 hours of assistance

Student Assistants as provided by college funds (279 hours) and College Work-Study Program funds (2415 hours) provided assistance in many phases of library service. Federal guidelines and standards for the College Work-Study Program have so greatly changed over the past few years that considerably fewer hours of CWSP assistance can now be realized. As can be seen from the following chart, there has been a reduction in the number of CWSP hours allotted to the library in the past six years.

<u>Fiscal Year</u>	<u>Hours of CWSP Assistance</u>
1969-70	3755
1970-71	4953
1971-72	2819
1972-73	2675
1973-74	2740
1974-75	2694

(b) Professional Activities

(1) Membership in Professional Organizations

The library has institutional membership in the following professional organizations:

- American Library Association
- Southeastern Library Association
- Georgia Library Association
- South Georgia Associated Libraries

(2) Participation in Professional Organizations

The library hosted a meeting of the South Georgia Associated Libraries consortium on May 23, 1975. The Librarian, Associate Librarian, Media Librarian, Cataloger, and Assistant Cataloger attended the meeting which was held at Blanche's Courtyard on St. Simons Island.

The Librarian also attended the meetings of the University System Academic Committee on Libraries held at Georgia State University on February 21, 1975, and at Clayton Junior College on May 16, 1975; a meeting of the South Georgia Associated Libraries held at Albany Junior College on February 7, 1975; a Seminar on Media Cooperation in Georgia held at the Medical College of Georgia on August 2, 1974; visited Armstrong State College on April 23, 1975, to discuss media organization and services; and attended a Committee for the Humanities in Georgia Workshop on proposal writing which was held at Brunswick Junior College on April 4, 1975; and five meetings of the Glynn County Library Council held locally.

The Associate Librarian also attended a meeting of the South Georgia Associated Libraries held at the Colquitt-Thomas Regional Library in Moultrie on October 4, 1974; a meeting of the Coastal Georgia Library Association at Armstrong State College on May 1, 1975; five meetings of the Glynn County Library Council held locally; and the workshop on proposal writing which was held at Brunswick Junior College. She also served as a member of a Visiting Committee for the Southern Association of Colleges and Schools for Dyersburg State Community College in Dyersburg, Tennessee, March 4-7, 1975.

The Media Librarian also visited Armstrong State College on April 23, 1975, to discuss media organization and services.

The Cataloger attended the annual conference of the American Library Association held in New York City, July 7-13, 1974.

(3) Membership and Participation in Campus Organizations

Staff members also attended meetings of the following campus councils and committees of which they were members:

Academic Affairs Committee	Associate Librarian
Administrative Council	Librarian Associate Librarian
BJC Alumni Association	Circulation Clerk
Comptroller Selection Committee	Librarian
Faculty Council	Librarian Associate Librarian
Library Committee	Librarian

Safety Committee

Librarian

Secretarial Council

Acquisitions Assistant  
Periodicals Assistant  
Catalog Assistant  
Cataloger

(4) Staff Participation in Other Campus Activities

The Faculty/Staff Newsletter (TGIF) is compiled, printed, and distributed on a weekly basis by the Acquisitions Assistant.

(c) Library Staff Participation in Non-budgeted, Non-Curricular Public Service Organizations

The Librarian has membership in the following organizations: Glynn County Library Council; Georgia Library Association; Southeastern Library Association; Golden Isles Masonic Lodge No. 707 (Senior Warden 1974, Worshipful Master 1975); Blackmer Masonic Lodge No. 127; and Brunswick Chapter No. 66, Royal Arch Masons.

The Associate Librarian has membership in the following organizations: Altrusa Club of Brunswick (President); Glynn County Library Council (President); Coastal Georgia Library Association; Georgia Library Association; Southeastern Library Association; the American Library Association; and American Association of University Women.

The Cataloger is a member of the Georgia Library Association; Frances S. Barton Chapter, United Daughters of the Confederacy; and Pilot Club International (Brunswick District Chairperson of Internal Affairs).

The Catalog Assistant serves as pianist and as Youth Leader for Calvary Baptist Church in Brunswick.

5. Needs

(a) Equipment

(1) Regular Library Equipment.....\$7,825

- Steel Library Shelving for Periodicals
- 1 Calculator for Student Use
- 1 Microfilm Printer

- 2 Electric Typewriters
- 1 Se-Lin System
- 1 Telephone Answering System

As of June 30, 1975, there were only 34 empty shelves in the periodicals room. It can easily be seen that these will not last very long. There are two choices available to us to solve the situation temporarily. We will need either to purchase new shelving for the periodicals or replace the majority of back issues with microfilm. (Incidentally, the price of the new shelving purchased for the periodicals room in January, 1973, was based on prices bid in September, 1971. New shelving, as well as old shelving, has been used in the periodicals room since the library was occupied in January, 1973, and both are filled. Based on the latest prices, it appears that the same shelving has increased in price roughly 80% so that the same amount as that purchased in 1973 for \$1,886 would now cost approximately \$3,400, and that would only last us about three years before being filled.)

We have numerous requests for an electric typewriter and a calculator for students to use in the library typing room at night, on weekends, and other times that the Business Administration Division's equipment is not available. We also need a new electric typewriter for the Cataloging Department to replace one that is worn out.

As more and more microfilm is being used in our periodicals collection, we have an increasing need for a microfilm reader-printer which is separate from our regular photocopier and which is less expensive to operate. The Xerox microprinter we now have rents for a minimum of \$160 per month and is more often over \$220 per month. If we could purchase a separate reader-printer for microfilm, we could rent a less expensive Xerox machine; and a person making copies from microfilm would not tie up the regular photocopier at the same time.

The Se-Lin labeling system used in the Cataloging Department has been used so much that it does not work well at all. It was purchased in 1969 and is used for several hours each day to make the call number labels for the books. The machine has been used so much that it will not space properly between lines of the call number which results in wasted tape, time, and patience.

The telephone answering device would attach to our telephone to make announcements to callers and to record their messages at night and weekends. Since the telephone system has been changed and callers no longer have to go through the switchboard, but may dial in direct, we have been having increasing

numbers of calls from people wanting to know if we have certain books or wanting to speak with someone who might be in the library.

(2) Audio-Visual Library Equipment.....\$3,362

- Shelving for 170 16mm films
- 1 desk top overhead projector
- 2 wall screens
- 1 rear projection screen
- 2 Kodak Carousel Slide Projectors
- 1 Carousel Sound Synchronizer
- 1 automatic sound filmstrip projector (cassette)
- 1 automatic sound filmstrip projector (record)
- 1 dissolve control unit
- 1 cassette recorder with pulse signal
- 1 16mm film projector

The shelving would be used for storing the college's collection of 16mm films in classification order so that they can be quickly retrieved for use. The overhead projector, wall screens and rear projection screen would be used in the library conference room and preview room for individual use or group meetings and for previewing audio-visual material prior to purchasing. The cassette recorder equipped for picking up and recording a pulse signal of 50/60 hertz will be invaluable in local production of cassette tapes which will be synchronized with slides and used on the carousel sound synchronizer. Many of the filmstrip/record kits and the filmstrip/cassette kits that the college has purchased have inaudible advance hertz beeps in the sound portion which will automatically advance the filmstrip and free the user from having to advance it manually and will also avoid the irritating audible beeps recorded on the other side of the record or cassette. In order to use these inaudible signals, we need the two units listed. The Carousel projectors and the dissolve unit would provide program control for two projectors and allow smooth transition from one slide to another or from one projector to another. With them we could produce limited special effects for slide programs. These items would be used in cataloging, producing, and using audio-visual materials in the library.

(b) Alterations

A wall needs to be constructed in the library reading room across from the alcove near the front entrance in order to create three small rooms. The three rooms are needed for our career advisement

center, a combination medical-reading/student conference room, and a room for library instruction. Plans were made several years ago for the glass from the old library to be used in creating this wall. However, when plans were drawn for the renovation of the old library, it was decided to retain the glass for the renovation. Consequently, we have no rooms for group study or for library orientation. Groups have to study in the rear lobby and library instruction has to be conducted in the reading room or in the reference room. The noise from these instruction sessions is distracting to others who are trying to study.

(c) Increased Budget.....\$10,000

Our budget for books and other library materials has remained the same (\$39,100) since the 1972-73 fiscal year, while the cost of these materials has increased considerably. As a result, our purchasing power has been drastically reduced. As can be seen from Table XVI, our budget needs to be increased significantly to enable us to purchase only the same amount of materials as we did in 1972-73. The projection anticipates that inflation is beginning to wane and the recession will be over by 1977. The projections cover domestic published books, periodicals, audio-visual materials, microforms and binding for colleges and universities. If we were to say that a junior college were to be affected at only half of the projected cost rise, it would still take an increase of \$10,000 (over the \$39,100 budget for materials in 1972-73) to enable us in 1976-77 to purchase at the same level that we did four years earlier.

6. Other Items of Interest

(a) During the year three separate attempts were made to fill a position of Media Services Coordinator (later called Media Librarian). Each attempt ended unsuccessfully as the most qualified candidates accepted positions elsewhere. Funding for the position came from various sources, the latest being through special permission to use uncommitted Federal funds. After the third attempt ended without an acceptable qualified candidate being found, a "walk-on" applicant, Mrs. Karyn Meadows, appeared and met all of the qualifications for the position. For the 1975-76 fiscal year, State funding was provided for a part-time position. Remaining applicants from the last advertisement were notified that only part-time funding was available, but no one replied that they were interested, so Karyn Meadows was hired for the 1975-76 fiscal year on a .75 EFT twelve-month basis.

TABLE XVI  
 ESTIMATED AVERAGE UNIT COST OF MATERIALS ACQUIRED BY U.S. COLLEGE  
 AND UNIVERSITY LIBRARIES, 1972-73 TO 1978-79\*

TYPE OF MATERIAL	1972-73		1973-74		1974-75		1975-76	
	Dollars	% Increase from 72-73	Dollars	% Increase from 73-74	Dollars	% Increase from 72-73	Dollars	% Increase from 74-75
DOMESTIC BOOKS	13.26	9.9	14.57	11.6	16.26	22.6	17.55	7.9
PERIODICALS	65.00	15.4	75.00	16.0	87.00	33.8	97.00	11.5
AUDIO-VISUALS	16.50	20.0	19.80	17.9	23.35	41.5	25.45	9.0
MICROFORM**		13.0		15.0				7.5
BINDING**		10.0		10.0				8.0

TYPE OF MATERIAL	1976-77		1977-78		1978-79	
	Dollars	% Increase from 75-76	Dollars	% Increase from 76-77	Dollars	% Increase from 77-78
DOMESTIC BOOKS	18.58	5.9	19.65	5.8	20.72	5.4
PERIODICALS	105.00	8.2	113.00	7.6	121.00	7.1
AUDIO-VISUALS	27.00	6.0	28.50	5.5	30.00	5.3
MICROFORM**		5.5		5.0		5.0
BINDING**		6.7		6.0		6.0

\* Source: Publishers Weekly, June 16, 1975, page 58

\*\* Rate of cost increase shown only

Mrs. Meadows has been assigned to catalog the audio-visual software on campus and to provide production assistance for the faculty as time permits. From March to June, she completely cataloged 213 cassette tapes, 8 film loops, 24 16mm films, 5 filmstrips, 1 set of transparencies, 191 filmstrip/record and filmstrip/cassette kits. In addition to these completely cataloged items, she had at least that many other items finished except for reproducing the catalog cards.

In addition to this physical evidence of her assistance, she has been invaluable in public relations, developing cataloging procedures for audio-visuals, giving advice to various faculty members on media matters, and have been developing a program for use in teaching English grammar to prepare students to take the Regents' Testing Program test. This program will possibly be worked into the English 090 classes.

When all of the audio-visual software is cataloged and more local production is made available, the students at the college will have a greatly increased amount of resources available to them to supplement their classroom experiences. Already the material that has been cataloged has received considerable use as the students are able to find more than just books listed in the catalog. As more materials are stored in the library, students will not have to make special arrangements with professors to use a film, tape, slide set, record or other material as often.

- (b) The Margaret Davis Cate collection of research materials was used very little during the year as the majority of the collection was in Atlanta being microfilmed. There were numerous requests from people wanting to use the collection, but since the important part of the collection was in Atlanta, it was unavailable.
- (c) The agreement between the college and the Glynn County Medical Society was finalized and the Society donated \$500 to the library to be used in purchasing periodicals, binding, or microfilm which would be used by both the college and the Society.
- (d) Not much progress was made in the establishment of a career information corner in the library. The space was provided and quite a bit of material was placed there, but it remains unstaffed. Students have been interested in the material, but no one has been available in the library to counsel them.
- (e) During the year the Humanities Division provided six folding three-section pegboard screens to the library for use in displays. These

were used during May and June for displays of art works. The three exhibits were faculty art from the University of Georgia, Brunswick Junior College student art from Mr. Hendrix's classes, and serigraphs by Corita Kent. These exhibits have been very well examined. During the 1975-76 fiscal year, we will try to keep the screens in use at all times with exhibits such as Mrs. Rex Ramer's collection of Revolutionary War materials, Miss Ammie Ree Penn's students' art works, and other interesting items.

- (f) During the fiscal year the college was able to finish paying for the electronic detection system that was installed in March, 1973. In August, 1974, the library staff took an inventory and found that book losses had been reduced by 75% from the years before the system was installed. The average of unaccountable books each year had been 195, but the latest inventory showed that the number had been cut to 48.
- (g) Two card catalog cabinets have been ordered for the library to supplement the ones that were purchased for the building but are now full. The additional cabinets, when they arrive, should provide space for catalog cards for several years. They are especially needed now as the addition of cataloged audio-visuals greatly increases the number of catalog cards to be filed.
- (h) In October, 1972, the library began offering patrons the services of a leased collection of books. For a cost of \$90.00 a month, the library leases new fiction and popular non-fiction books which have just been published and provides them to patrons for a seven-day period at no charge unless they are kept overdue. This allows us to commit most of our budget to materials in support of instruction and still maintain some books for recreational reading at little cost. An inventory of 240 books is maintained in the lease collection. During the 1973-74 fiscal year, there were 1,323 lease collection checkouts for 12.6% of the non-reserve circulation or 7.6% of the total circulation. During the 1974-75 fiscal year, there were 1,735 lease collection checkouts for 15.3% of the non-reserve circulation or 10.4% of the total circulation. This indicates that the lease books have been worth their cost as they are used considerably and enjoyed by the students, faculty, and staff.

GENERAL INFORMATION

GENERAL INFORMATION

1. Significant changes or improvements in existing curricula; new curricula introduced during year.

The following degree programs have been developed by the faculty and will subsequently be presented for approval by the Board of Regents.

Associate of Science in Accounting

This new terminal degree program is intended to provide the skills to enable a person to enter employment as a junior accountant or office management trainee. It is intended to provide a program for people employed in commerce, industry, or government to increase their skills in accounting, management, or communication. It is further intended to coordinate a program between the Business Administration Division and the Vocational-Technical Division and to provide a terminal degree in accounting with a sound background in management.

To accomplish this, two new courses in accounting have been added to offerings that already exist: Personal Income Taxes, and Intermediate Accounting. These courses have been scheduled at night for the coming academic year in the winter and spring quarters. Although this is a terminal degree program, students will be required to pass the Regents' Test.

Associate of Arts in General Education

This proposed degree program is intended to provide opportunities for the student to develop his own interests through the academic experience. It is further intended to provide a program of maximum flexibility for the many retired people in this area. Also, it is intended to provide a program that permits the student to develop cross-discipline pursuits. This degree program in general education allows 30 hours in Area IV to be totally elective by the student and allows for courses from any discipline. Students will be required to pass the Regents' Test.

2. Any other significant modification in the instructional program which has provided noteworthy improvement.

The Academic Affairs Committee extensively revised existing academic regulations this year in an effort to upgrade academic standards. The revisions included raising the recommended cumulative grade point average to 3.25 in order for a student to gain approval for

an overload, revision of the process for changing and dropping courses, revision of procedure for withdrawal from the college, development of procedures for a student who desires to change his major, considerable clarification and strengthening of requirements concerning readiness to attempt the Regents' Testing Program, increasing the cumulative grade point average to 3.50 for academic honors when a student is carrying only 10 hours, and changing the cumulative grade point average for graduation with honors to 3.75.

Other matters deliberated by the Academic Affairs Committee included updating the faculty handbook and revising the grading system. Both of these matters were deferred pending adoption within the University System of the following two items; a new tenure policy by the Board of Regents, and a new system-wide uniform grading system by the Board. Until it appeared that a new uniform grading system would be forthcoming, the faculty was prepared to upgrade and strengthen its own grading system along much the same lines that are now being proposed system-wide.

The division chairmen developed a new procedure for academic advisement which went into effect at the start of this academic year. Major topics included in this procedure were a discussion of the concept of academic advising, advising for the initial quarter, placement, advising after the initial quarter, change of major, records maintained by the advisor, dropping and changing a class, procedure for withdrawal, development of class schedules, and information on new courses and programs. In addition, several new forms were devised to help academic advisors keep current records on students. These include an advisement form that traces a student's progress throughout his attendance at the college, a request for change of major form, and various other placement and scheduling forms. Each division chairman now keeps thorough records on all students who are advisees in his division.

A committee for the development of a policy for off-campus courses was formed in the summer of 1974. After careful consideration and planning, a policy was formulated and approved. Although the assumption was that there is considerable demand for off-campus courses in Camden County, in fact only one course has been conducted and it did not have the requisite number of students enrolled. All requirements and regulations of the college are met when enrolling students in Camden County.

In Business Administration there have been revisions with minor increases in hours of credit in Elementary Typewriting, Intermediate Typewriting, and Accounting for Small Business.

In the Humanities Division improvements have occurred in the areas of music, language, art, and English. In music, there has been emphasis on

building a solid program. For example, the college chorus performed with the community chorus (offered through Continuing Education) for three concerts this year. The college band performed at basketball games and in a spring concert. The brass ensemble has been widely used this year for special events held on campus. It appears that the music program is growing in both numbers and quality.

In the languages, the enrollment is holding fairly steady through the efforts and flexibility of the language instructor. Plans are moving ahead for both renovation of the language laboratory and individualizing instruction of the languages. The latter should help increase the enrollment since students will then be able to begin their language sequence in any quarter.

The art program seems to be stable. There is an increasing interest in the crafts, an area in which we offer no instruction. This is partly because of a lack of adequate facilities. However, there are new possibilities for cooperation with Continuing Education, with the new degree program in general education, and with the new policy of off-campus courses. There will be an art exhibit each quarter next year to display the art work done on campus and to demonstrate the objectives of each of the applied courses.

Probably the most significant improvement in existing curricula is the revision undergone in the teaching of English composition. The English 101-102 sequence has been revised to increase the level of composition skills taught in each course. Both English 101 and 102 will now emphasize composition, and the standards for earning a passing grade are being raised. New testing and placement guidelines have been developed. It is recommended that the passing score for CLEP examinations for credit in these English courses be raised to 50. Placement in the English courses has been revised to include, in addition to the CGP, a writing sample which is graded in much the same way as the essay portion of the Regents' Test. Finally, the English faculty planned and participated in a workshop devoted to upgrading the instruction in English and composition. They invited an outside consultant to come and share with them ideas for improving methods of teaching composition. From discussion during the workshop, the faculty devised a placement procedure for placing students in English 090 and 101.

One of the most exciting activities in Humanities this year has been the development of the Special English 102 class, an idea which will be continued next year. This was designed as an honors course for outstanding students and is offered once a year in the winter quarter. Its primary purpose is to recognize and stimulate the academically talented and interested students. Although the course does not diminish the emphasis on the writing of composition, it is conducted

by having guest lecturers throughout the course, approximately once a week, to conduct discussions on a wide variety of literature. Guest lecturers from within and without the division were invited to participate and the experience was stimulating both to the speakers and to the students. Evaluation of the course by students indicated that it is highly successful.

The most significant curricular activity in the Natural Science Division this year occurred in the Biology 250 (Marine Biology) and the Biology 225 (Invertebrate Zoology) courses. They were enhanced by a five-day field trip to the Florida Keys where students conducted comparisons of the fauna and flora of the estuarine environment on the coast of Georgia with the reef environment of the Keys. Also, the mathematics faculty is at work on a new placement procedure for students who intend to enter Mathematics 100 or 101. This new placement device will be used in conjunction with the Comparative Guidance and Placement Test to determine the proper placement of students in these two courses before students register for these courses.

The Social Science Division has improved instruction this year chiefly through individual efforts by the faculty members within the division. Internal revisions have occurred in the teaching of History 111, Psychology 101, and History 100, to name three. The division is planning research to determine the advantages and disadvantages of developing a course called Introduction to the Social Sciences. The division also plans to evaluate the history and political science requirements. Plans are also underway to develop a combined course in history and English literature.

The Nursing Division is continuing to work on the curriculum and has made a number of changes in several of the nursing courses to take effect next year. These changes were brought about as a result of meetings (both regional and state-wide) of nurse educators and nursing service directors. Problems for graduates (of all programs) arise when nursing service personnel expect performance levels which new graduates cannot reach. In an effort to help solve this problem, several curricular changes have been made to allow more effective time in the clinical area. Additionally, in an effort to attract students who can become more effective nurses, and reduce possibility of failure either in college or on State Board Examinations, the faculty has recommended that all students with a verbal SAT score below 325 meet the CGP requirements in English and reading that are set for all students whose total SAT score is below 650. These requirements must be met before nursing students can take any nursing courses except Nursing 100, an orientation to nursing.

In the Physical Education Division course additions planned for the coming year will include advanced tennis and weight training. These

two courses will stay within the present trend of providing courses that students can carry over as adults into their daily activities. The courses will also give ample opportunity for mature students to maintain good physical condition.

A major effort in the Special Studies Division was to provide tutorial assistance to students throughout the campus by offering writing, reading, and mathematics laboratories open to all. These labs were conducted by paraprofessionals and instructors. They were open to walk-in students as well as referrals from other faculty on campus. The laboratories provided assistance not only for special studies students, but also for any student who had difficulty involving composition, mathematics, and/or reading. The federal evaluator of this year's Title III program stated that the, "open laboratory structure has been a definite strength of the division in providing services to meet the needs of Brunswick students as those needs emerge."

The Vocational-Technical Division continues to strive toward total individualization of all programs and courses. It has continued to work hard to satisfy the individual needs of students in preparing them for employment.

3. Curricula discontinued or deleted.

One curriculum discontinued during this academic year was the degree program in Fire Science Technology. It is anticipated that in the coming academic year we will also discontinue the Licensed Practical Nurse program currently operating in St. Marys. The current class of LPNs will finish its training this coming September and with that completion we will have met the current demand for LPNs in the Camden County area. Therefore, discontinuation of the LPN program is anticipated at the end of September.

The other curriculum discontinued during the year was the one-year certificate in secretarial science. This was offered through the Division of Business Administration and more or less overlapped the one-year certificate in clerical science in the Vocational-Technical Division. Discontinuation of this program has strengthened both the two-year degree in secretarial science (Division of Business Administration) and the one-year clerical certificate (Vocational-Technical Division).

4. Public Service Programs Conducted Under the Auspices of the Institution

(a) Continuing Education and Community Services

The objective of the Brunswick Junior College continuing education and community service program is to provide people of all ages in our community the opportunity to pursue their educational interests through a variety of non-credit activities. The short program offers courses in art, personal development, secretarial skills, business, leisure time activities, self improvement and cultural areas. Conference type programs are scheduled to help participants keep abreast of current social and civic issues. Mandate training programs are available for private detectives and guards, police training, executive housekeepers, real estate salesmen and brokers. In addition, facilities are made available for governmental agencies to conduct training programs and public hearings, and for local groups to hold educational activities. In the latter category of programs, the college often co-sponsors the activity in cooperation with other community agencies.

The director of continuing education is responsible for determining interest in non-credit activities and assuming a leadership role in planning such programs. The entire staff works toward developing the program. Suggestions from the community are given serious consideration and many courses come from these suggestions. Contact with the community helps keep the staff informed about the community and its problems that can be helped through educational programs. Course ideas are also taken from the brochures received from other colleges, and from other directors during professional meetings such as the annual Title I Public Service Institute and the annual meeting of the Georgia Adult Education Association.

The office of continuing education is the representative for Title I of the Higher Education Act. The director is on the following committees: Council of Participating Institutions, the criteria committee, and the review committee (reading committee for proposals). Brunswick Junior College had three active Title I Projects during the year. One project was a spin-off from the Task Force Study conducted by the University of Georgia in Glynn County in 1973, Program Alternatives for Meeting Community Needs. There has been one activity under this project, the Drug Abuse Seminar, which was one of the problems mentioned in the Task Force Study. Several attempts have been made to interest the community in other programs, but with limited results. Planning is underway with the Chamber of Commerce to conduct a program for the tourist industry. It is expected that the seminar will be offered during the fall of 1975.

Another project, Development of Coastal Georgia, is a joint program with Armstrong State College. Two activities were held last year on Coastal Zone Development, one on Sea Island and one in Savannah. A third activity, held May 15 and 18, was a seminar on the effect of environmental impact studies on development. A total of fifty

people participated including lawyers, environmentalists, representatives of government, members of the Coastal Plains Commission, planners, and the general public.

Two Title I programs were conducted for the South Georgia Title I Consortium. One was for foster parents held in July and August, and the other was for supervisors of Region 9 agencies of the Department of Human Resources.

In cooperation with the University of Georgia, two programs under Title I were conducted entitled, "New Wrinkles in Retirement." One session was held on St. Simons Island and one in Brunswick. Two instructors attended a training conference at the Georgia Center to prepare for this program. There were eight meetings and the content was tied in with a program on Georgia Education Television. Forty people attended the two meetings.

The Regional Police Academy had four one-month sessions during the year. A total of 52 peace officers from counties throughout south-east Georgia were graduated. This brings a total of 180 officers who have completed the mandate training since the Academy began in 1971. The Academy is financed through fees paid by the various police departments and reimbursed by the LEAA funds through the APDCs.

The Office of Continuing Education was asked by the Georgia Coastal Chapter of the National Executive Housekeepers Association to conduct an educational program to prepare their members for certification. The college was approved by the National Association to conduct 320 hours of training specified for certification of Executive Housekeepers. The class of 15 worked all year and 5 completed all requirements for certification. The other persons will continue their studies next year. Classes were held in Hazlehurst, Claxton, Jesup, Darien, Brunswick and Savannah (at Savannah State College).

Last year the college was approved by the Secretary of State to conduct Mandate Security Guard Training for private detectives and security guards. One session was held this year providing 16 hours training for 10 students. A supervisory training program was run for the Thiokol Management Club at the plant in Camden County. On two occasions during FY 1975, the college also supplied instructors for the Intensive Management Program conducted by ITT Rayonier. This has been an annual commitment and our lecturers have been well received by the ITT personnel.

The Georgia Southern College Graduate Center at Brunswick Junior College and the Coastal Area Teacher Education Service continue to have a healthy enrollment. Five or six graduate classes in teacher

education and business administration are scheduled each quarter. The Office of Continuing Education has assumed the role as information center for this program and provides preliminary counseling and materials for interested students. Room scheduling has become more difficult as the college night enrollment has also grown. The heaviest schedule load is on Monday and Thursday nights, the nights when our evening classes meet. The graduate programs attempt to schedule classes on Tuesdays and Wednesdays, but the attempt is not always successful. Evening non-credit classes, including a growing number of vocational-technical short courses, add to the crowded situation. The new buildings due next year will bring considerable relief in the scheduling of facilities. In spite of the workload involved, the college supports graduate programs as a service to teachers and other adults in the community. This year a total of 435 students were enrolled in one or more courses. This compares with 410 last year.

A new program was offered this year in cooperation with the Humanities Division. The Humanities Division provided the services of Dr. Betty L. Everett to conduct a community chorus. Forty people enrolled. Two concerts were presented to the public by the chorus, the college chorale, and the band; one in the fall quarter featuring Christmas music; and one in the spring quarter featuring Gilbert and Sullivan's, "Trial by Jury" and Menotti's, "The Telephone." There were two performances of each program--all to full houses. It is estimated that nearly 1,000 people attended the concerts throughout the year.

On March 14, 1975, Dr. James Farmer of the University of Illinois, under contract with HEW to conduct a national evaluation of Title I, visited the campus. Brunswick was one of six colleges the evaluation team visited in Georgia. Dr. Farmer interviewed the following members of the faculty and staff: Jasper Grover, Comptroller; Ralph Denty, Professor of Psychology and Chairman of the Division of Social Science; Randy Gann, Associate Professor of History; Angie Morris, Instructor in Nursing; Jack Carmichael, Director of the Division of Continuing Education and Public Service; and John McEvoy, Assistant Director of the Division of Continuing Education and Public Service.

During the year the Office of Continuing Education offered 190 courses and other programs in which a total of 3,238 students were enrolled. There was a total of 116,695 participant hours which equates to 194.5 full-time equivalent students.

The following table is a summary report of the CEU activities for Brunswick Junior College for the 1974-75 fiscal year.

TABLE XVII  
ANNUAL REPORT  
INSTITUTIONAL SUMMARY OF CONTINUING EDUCATION ACTIVITIES\*

Reporting Period Fiscal Year 1974-75

Institution Brunswick Junior College

(1) Category	(2) Total No. Programs	(3) Number of Participants				(4) Total No. Participant Hours	(5) Total Inst. CEU's	(6) Inst. CEU's Reported by Co-sponsoring Institutions	(7) Inst. CEU's Reported by (your institution)
		Participants in Courses Having Inst. CEU's Reported by (insert name of your institution)		(3c) Participants In Courses Having Inst. CEU's Reported by Other Institutions	(3d) Total Participants				
		(3a) Rec'd CEU's	(3b) Not Rec'd CEU's						
I	157	2361			2361	100722	10072.2	10072.2	
II	19	X	439		439	13278	1327.8	1327.8	
III	14	X	438		438	2695	269.5	269.5	
TOTALS	190	2361	877		3238	116695	11669.5	11669.5	
								$\frac{11669.5}{\div 60} = 194.5$	**
								(Total Column 7)	

5. Faculty Participation in Non-budgeted, Non-curricular Public Service with Civic, Charitable, and Professional Organizations and Other Organizations

(a) Faculty Participation in Community and Civic Organizations

The faculty had representation in the following organizations:

Altrusa Club  
American Cancer Society  
American Legion  
American Red Cross  
American Trauma Society  
Bicentennial Committee  
Black Women's Civic and Social Organization  
Boy Scouts  
Boys' Club of Glynn  
Brunswick Exchange Club  
Brunswick Kiwanis Club  
Brunswick Press Club  
Brunswick Toastmasters Club  
Brunswick-Golden Isles Chamber of Commerce  
Civic Ballet  
Coastal Area Mental Health Advisory Commission  
Coastal Area Planning & Development Commission  
Committee to Improve Law Enforcement in Wayne County  
Community Concert Association  
Concerned Citizens Association  
Delta Sigma  
Delta Sigma Theta  
Elks Aidmore Auxiliary  
Elks Club  
Elks Lodge #691  
Fairway Oaks Community Improvement Association  
Fellowship of Christian Athletes  
Frederica Academy Parents' Council  
Glynn County Heart Association  
Glynn County Patterns/Hot Line  
Glynn County Red Cross  
Glynn County Republican Party  
Glynn County Retired Officers Association  
Glynn County Medical Auxiliary  
Governor's Commission on the Status of Women  
Island Art Association  
Island Players  
Lions Club  
Magnolia Garden Club  
McIntosh-Darien Chamber of Commerce

McIntosh County Red Cross Bloodmobile  
Mozart Society  
NAACP  
Pilot Club  
Progressive Women's Organization  
Reserve Officers Association  
St. Marys Chamber of Commerce  
St. Marys Woman's Club  
St. Simons PTA  
St. Simons Rotary Club  
United Community Fund  
YWCA

(b) Faculty Participation in Church Activities

Bethel Baptist Church  
Christ Church Frederica  
College Place Methodist Church  
First Baptist Church of Brunswick  
First Presbyterian Church  
First United Methodist Church  
St. Andrews Episcopal Church  
St. Cyprians Episcopal Church  
St. David's Episcopal Church  
St. Francis Xavier Church  
St. James Lutheran Church  
St. Simons First Baptist Church  
St. Simons Presbyterian Church  
St. Simons United Methodist Church  
Taylor's United Methodist Church  
Temple Beth Tefilloh

(c) Faculty Participation in Professional Organizations

The faculty had representation in the following organizations:

Adult Education Association  
Aerospace Historical Foundation  
Air Force Association  
American Accounting Association  
American Association of Teachers of Foreign Languages  
American Association of University Professors  
American Association of University Women  
American Cancer Society  
American Nursing Association  
American Personnel & Guidance Association  
American Registry of Radiologic Technologists

American Society of Clinical Pathologists  
American Society of Medical Technology  
American Society of Radiologic Technology  
American Vocational Association  
Annual Meeting of Southern Association of Colleges & Schools  
Archaeology Association of America  
Association for Care of Aged  
Association of Departments of Foreign Languages  
Community College Social Science Association  
Delta Kappa Gamma  
Delta Sigma Pi  
Florida Association of Local Administrators  
Georgia Adult Education Association  
Georgia Association of Accounting Instructors  
Georgia Association of Criminal Justice Education  
Georgia Association of Historians  
Georgia Association of Local Administrators  
Georgia Association of Nurse Administrators  
Georgia Business Education Association  
Georgia Historical Society  
Georgia Industrial Developers Association  
Georgia Nurses Association  
Georgia Political Science Association  
Georgia Society of Medical Technology  
Georgia Sociological & Anthropological Association  
Georgia Speech Communications Association  
Georgia Theatre Association  
Georgia Vocational Association  
Iota Lambda Sigma  
Language Advisory Council  
Modern Language Association  
National Council of Teachers of English  
National Executive Housekeepers Association  
National Honor Society in History  
National League for Nursing  
Oceanic Educational Foundation  
Phi Alpha Theta  
Phi Beta Kappa  
Phi Delta Kappa  
Phi Kappa Phi  
Philosophy of Education Society  
Professional Nursing  
South Atlantic Modern Language Association  
Southeastern Conference on English  
Southeastern Philosophy of Education Society  
Southern Association of Colleges and Schools  
Southern Historical Society  
Southern Political Science Association  
Southern Sociological Association

United Business Education Association  
Women in American Studies

- (d) Faculty Participation as Speakers, Lecturers, Judges, Consultants,  
Etc.

Civic

Altrusa Club  
American Red Cross Safety Programs  
American Association of University Women  
Baxley Woman's Club  
Brunswick Business & Professional Woman's Club  
Brunswick Exchange Club  
Brunswick Jaycees  
Brunswick Optimists  
Brunswick Rotary Club  
Brunswick Junior Woman's Club  
Brunswick Woman's Club  
Camden County Woman's Club  
Cancer Society  
Coastal Georgia Historical Society  
Community Action Citizenship Award  
Community Reading Task Force  
Daughters of the American Colonists  
Delta Kappa Gamma  
Georgia Chiropractic Association  
Georgia Huguenot Society  
Glynn County Ministerial Association  
Glynn County Social Science Fair  
Jekyll Island Promotional Association  
Jesup Rotary Club  
Legal Secretaries Seminar  
Mozart Society  
Northside Kiwanis Club  
Press Club  
Rayonier  
Retired Officers Association  
St. Simons Lions Club  
St. Simons Rotary Club  
WGIG Radio  
WMOG Radio

Schools

Brunswick High School  
Frederica Academy Mathematics Classes

Future Business Leaders of America, Glynn Academy & Brunswick High  
George Mason University, Falls Church, Virginia  
Glynn Academy High School  
Glynn County Elementary School  
Glynn County Junior High School  
Indian River Junior College, Fort Pierce, Florida  
McIntosh Academy Seniors  
Regional Meet at Brunswick High School  
Sidney Lanier Elementary High School Science Classes

Church

Darien Episcopal Church, Men's Fellowship  
Darien Methodist Church, Men's Fellowship  
First Baptist Church of Brunswick  
First Presbyterian Church, Darien, Men's Fellowship

Miscellaneous

Conference on Education for Women at West Virginia State College  
Contemporary Woman Conference in Miami  
District Georgia Junior Academy of Science  
Instruction Management Conference, ITT Rayonier, Inc.  
Navy League Convention  
Regional Library Meeting  
St. Marys Arts and Crafts Show  
Secretarial Council  
Thiokol Management Club  
University of Georgia Graduate Students Class  
Women of Georgia Power

6. Needs

(a) Any Special Difficulties with which the Institution is Faced

- (1) The Business Administration Division will need to anticipate replacing all of the equipment in the Business Education Laboratory during the next five years.
- (2) Adequate music practice and instructional areas need to be provided. There are no suitable practice rooms for individual music lessons in piano, voice, or other instruments.

Drama facilities are extremely limited. There is a make-shift stage in the Multipurpose Room of the Howard E. Coffin

Physical Education/Classroom Building. However, it is inadequate for practice and most undesirable as an auditorium. The Multipurpose Room is used for classes, meetings, and conferences throughout the day; and during the evening it is used frequently by community groups.

There is a growing and critical need for a Fine Arts Building which would provide facilities for the fine and performing arts -- including painting, sculpturing, casting, ceramics, individual music practice rooms, working theatre, and an auditorium. Until an adequate facility can be provided, some of the urgent needs for music practice rooms could be provided by one or two portable, self-contained practice rooms.

- (3) The most critical need in the Nursing Division is to find qualified people to fill two vacancies on the instructional staff, one left by a resignation a year ago and one created by a retirement at the end of this year. To date, only three applications have been received and only one of those appears to meet the needed qualifications.
- (4) The Physical Education Division is most in need of an additional person in maintenance to be in charge of equipment, the playing fields, and CWSP students. The division's other serious need is for a new washing machine in which to launder athletic uniforms and other paraphernalia used in physical education instruction. The old one is barely serviceable and has been repaired beyond the point that it can be repaired.
- (5) The Vocational/Technical Division has need particularly in the Clerical Science Program. Space is inadequate and the program needs to be expanded when the new Science Building is completed. Additional instructional space is needed in the Medical Laboratory Technology laboratory and the Marketing and Management class demonstration area. We anticipate a need to add a program in Industrial Electricity or Plant Maintenance, and need to utilize the space being vacated by the welding and drafting areas as they move into the new building.

(b) Estimated Needs in Personnel

(1) Academic

Our most critical need in academic personnel is to restore the positions which were lost this year because of the decrease in



the budget. Most important of the positions is the one in English. The need is for an English instructor able to teach composition skills at both the developmental and college levels. This position should be restored at .50 EFT with a salary of \$8,000. It is critically needed to insure continued improvement in our ability to meet the considerable needs of our students, many of whom enter the college with deficient writing skills.

In addition, we very much need to restore the position which was lost in business administration. The Business Administration Division teaches at capacity and the loss of this position has had an impact on our instructional program in the areas of accounting, economics, and related fields. It has retarded efforts to begin a new terminal associate degree in accounting. This position should be restored at .50 EFT with a salary of \$8,000.

With regard to new work load, there is an anticipated need for 1.00 EFT in part-time personnel. This would enable us to employ temporary personnel in speech, reading, and writing. The part-time person in speech is needed particularly in light of the endorsement of the academic deans of the recommendation of the academic committee on business administration, management, and economics. That recommendation is that the American Assembly of Collegiate Schools of Business should be supported as the official accrediting agency and that all appropriate colleges should be encouraged to examine the feasibility of the AACSB criteria. One thing that a junior college can do with an eye toward meeting accreditation of AACSB is to offer speech to majors in business administration since this is a course required by their program. Although speech is a useful option in other programs on campus, it is particularly important to majors in business administration. Without the ability to hire a person to teach in this area, we will not have the capability to teach speech on the campus.

The other two persons needed part time are an additional person to teach reading part time and one to teach writing and composition part time. The demand for developmental and beginning college-level skills in these two areas exceeds the ability of our full-time faculty to teach them. Further, the addition of part-time personnel in reading and composition will enable us to provide tutorial help in skills laboratories which can then be opened to students throughout the day and evening to assist them when needs arise.

There is a critical need for additional personnel in the area of student personnel services. The workload in the office of the Dean of Student Affairs has increased substantially with the increase of student enrollment, new curricular offerings, influx of veterans and older adult students, increased testing programs, and increased student activities. An additional position is needed in this area to assist in the performance of the usual counseling functions and to coordinate the student activity program. The primary responsibilities of this position would be as follows: (1) develop all areas of the Student Activity Program to a high degree of effectiveness and efficiency; (2) aid the Dean of Student Affairs in providing the overall philosophy and direction to the Student Activity Program and establish and define the objectives in keeping with the goals of the institution; (3) act as advisor to the Student Life Advisory Council as it conducts the affairs of its constituents through self-governance, financial affairs, entertainment, and recreational programs; (4) act as counselor and assist the Director of Counseling in the areas of general counseling, counseling with students concerning withdrawals, institutional testing and test interpretation, and work in the area of study habits and skills.

(2) Administrative

Public Relations and Institutional Research Officer

As the college continues to grow, there is a definite need for an office to coordinate the various public relations affairs and to conduct much-needed institutional research. There is also a need to publish a weekly faculty-staff newsletter in this office. The current newsletter is published in the library and the news releases concerning the college are prepared by the Registrar. There is a need to consolidate these functions within an office, headed by a person who is capable of coordinating these several functions. The officer could also coordinate the publication of the college bulletin and news releases concerning academic and athletic activities of students. We believe that it is extremely important to add this position in order to help project the image of Brunswick Junior College as a dynamic and growing institution to all of the citizens within our community.

(3) Non-Academic

Our turnover in plant operations personnel continues to

disturb us because it is so costly. Since a minimum number of persons is needed to man required stations, we cannot save much by replacing men with machines. We have been able to hold more key employees with a small improvement in salary and constant reminders of the advantages of working at Brunswick Junior College. Our custodians and groundsmen are paid just above the minimum wage. It is felt that we need to increase wages until we can attract and hold good personnel.

We have been able to improve our clerical and staff salaries the past two years which has cut down on the turnover of employees at this level. The salaries, however, are too low for us to fill key positions with highly qualified personnel. Our overall salary increases do not keep pace with the increase in cost of living.

The college is operating with basically the same secretarial and clerical staff in the areas of student affairs, business affairs, and administration that existed four years ago prior to the vocational-technical expansion and the steady increase of students, faculty, and reports. The change in the business office and the registrar's office personnel may result in better organization of the day-to-day work. Work not adequately covered in the non-academic area includes the following: staff recruitment and training, staff retention and promotion, sick leave and vacation records, public relations, publicity, and staff morale.

Increasing demands on the business office for new and extensive reports consume most of the working hours of the Assistant Comptroller and of the clerical personnel. In turn, this forces the Comptroller to devote an undue amount of time to business office activities at the sacrifice of his responsibilities toward plant operations and maintenance, security, auxiliary enterprises, and overall fiscal planning.

Two additional professional persons are now needed. One person would be responsible for a great variety of personnel actions and reports stemming therefrom. The other person would be responsible for procurement, property control and inventory, and management of Central Stores.

(4) Summary of Personnel Needs

Academic

: English

.50

: Business Administration .50  
: Part time 1.00  
    Speech  
    Reading  
    Writing and Composition

Administrative

: Public Relations & Institutional Research  
    Officer 1.00

Non-Academic

: Director of Procurement and Property  
    Control (1)  
: Clerical  
    Student Affairs (1)  
    Student Records & Data Processing (1)  
    Faculty (2)  
    Business Office (1)  
: Plant Maintenance (1)  
: Custodial-New Science/Classroom Building (1)

7. Appraisal of Work of the Institution

(a) Outstanding Developments and Accomplishments

(1) Quality Instruction

Overall, this has been a good year. The equipment and supplies needed by the various divisions seem to have been met adequately. One of the major emphases throughout this year was on the upgrading of academic standards and increasing attention was paid by faculty to the quality of instruction. This work was conducted partly by revision of institutional policy and partly by individual efforts by faculty and students in the classroom.

Additionally, there is continued effort to provide the needed services to students who enroll with less than college level academic skills or with a variety of other disadvantages. Thus, considerable and careful attention has been paid to developing and strengthening the Special Studies Division. Despite an anticipated loss of Title III funds with which the Division of Special Studies has been funded, ways were found to make possible a strong and qualified staff to work in the special studies area. Although it is not possible to maintain eight positions

in that division (some of which were not filled during this academic year), it has been possible to fund four positions on state contracts for the coming academic year. These professors will form the core of the instructional program in special studies (reading, writing, and mathematics) with the promise of being able to use other people part time (chiefly from other divisions) as the need arises.

The vocational-technical programs continue to grow at a satisfactory rate and to provide practical career options for students not interested in pursuing a course of study in the liberal arts. The general tenor in all the career programs has been one of steady improvement.

For the past several years, the faculty of the Division of Humanities has been making efforts to strengthen and improve the programs in the fine and performing arts. Effort has been made to involve a larger number of college students in the arts as well as to share resources and programs with agencies and citizens of the community. In 1971, the Division of Humanities instituted a Fine Arts Festival which has developed into an annual event. This year the Festival was outstanding not only in the quality of the activities provided by and for students and interested citizens, but also for the innovative and cooperative method used. Approximately 250 students from five area high schools and from Brunswick Junior College participated. One of the exhibits featured a traveling art show from the University of Georgia. Other activities included two concerts, art demonstrations, a children's play, and the presentation of the campus literary magazine, Seaswells.

(2) Extending the Educational Opportunity

The college has over the years developed a rather broad range of educational options available to students. As an open-door institution, the variety of course offerings and programs has enabled the faculty to adjust more nearly the instructional programs to the interests, ability, and professional and occupational goals of entering students.

As an open-door institution, the college attracts a student body with a broad range of academic aptitude and ability. The convenient availability of the institution enables the outstanding high school graduate in the area to pursue the first two years of the University System Core Curriculum here and then transfer to the senior college of his/her choice. Similarly, the accessibility of the institution encourages the

marginal high school graduate to explore a college career at minimal risk in both time and financial resources. Moreover, student financial aid programs have encouraged all high school graduates so inclined to seek admission to college, and through combined work and study, to give college a try. In addition to these incentives which appeal to all types of students, we have over the past five years operated a federal program to provide special instruction and support to the academically disadvantaged student. This has enabled the college to seek out students from all segments of the potential student population and to encourage them to pursue one of the growing number of programs available through the college. The faculty and administration, therefore, believe that we are reaching nearly all of the potential college students in our attendance area.

The enrollment trends over the years tend to indicate that the college has been successful in reaching most of the students who are interested in attending college and who can profit from the college experience.

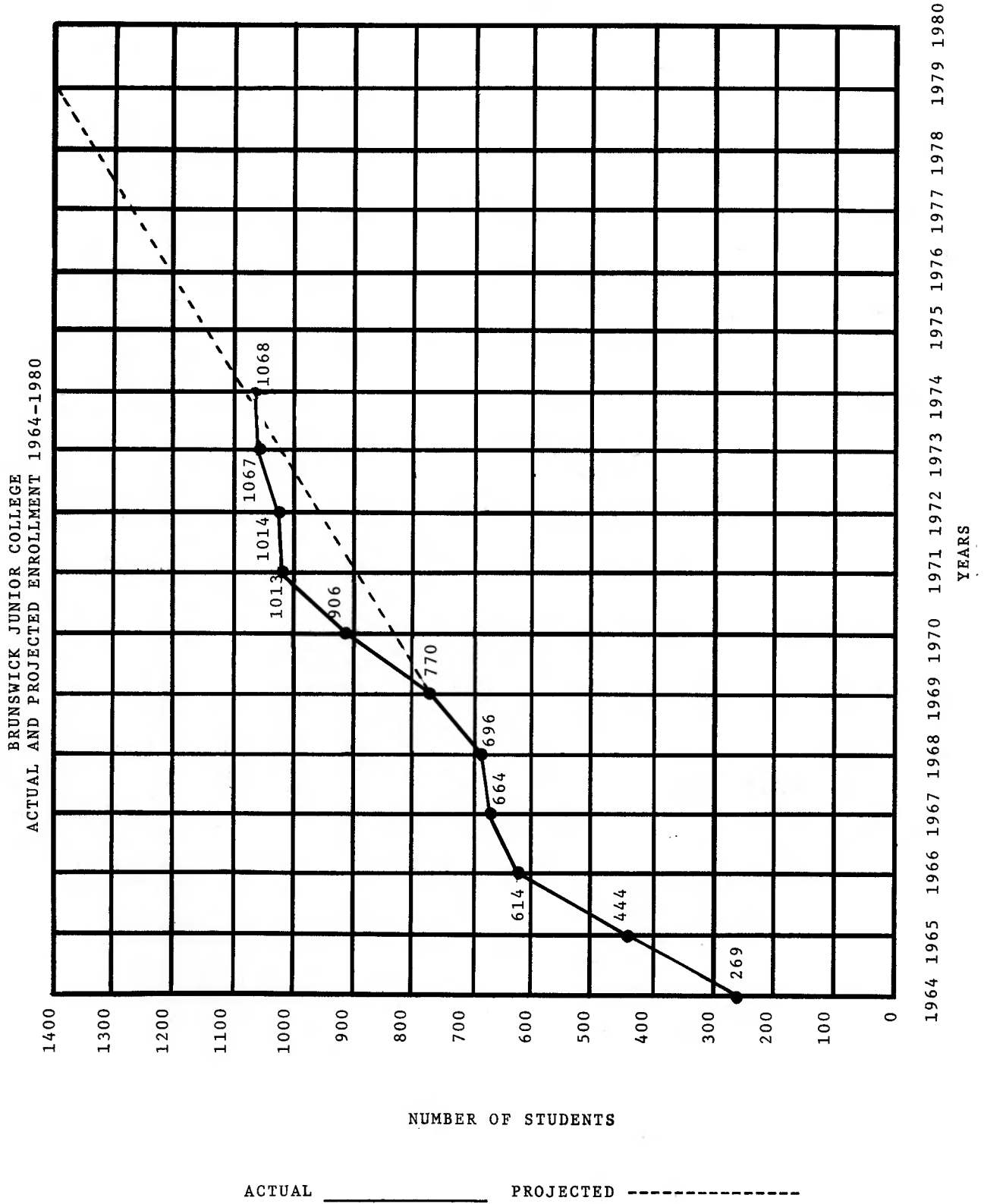
Table XVIII shows the steady increase in student enrollment throughout the history of the institution.

(3) Brunswick College Foundation

The Brunswick College Foundation continued its active support of the student scholarship-loan fund. At its annual meeting in February, 1975, the Foundation authorized \$6,000 to be used as matching funds for student financial aid programs during fiscal year 1976. The five previously authorized leadership scholarships were approved for continuation during the ensuing year. In addition, seven academic scholarships were approved in the amount of \$450 each, one for each of the seven instructional divisions of the college. This will enable each division to seek out the most highly qualified high school graduate and to offer him/her an incentive scholarship in the amount of \$450. This is an outright scholarship grant to be awarded on an academically competitive basis. It should help considerably in attracting to our campus some of the best high school graduates in our attendance area.

A major project of the Brunswick College Foundation was the establishment of a professorial chair of private enterprise. This chair, which will be jointly funded by the Foundation and the Board of Regents, was authorized by the Board of Regents in its March meeting, 1975. The chair will be known as the J. D. Compton Chair of Private Enterprise in memory of

TABLE XVIII



Mr. Compton, who served for fifteen years as vice president of Sea Island Company and for twenty years as its president until his retirement in 1966. Mr. Compton was an outstanding community leader. Mr. Alfred W. Jones, Sr., Chairman of the Board of Sea Island Company, writes of Mr. Compton: "There are few people who have had a greater influence on the direction of this community over the past 40 years. He worked quietly, diligently, and effectively."

A fund raising campaign, headed by Mr. James L. Robeson who is president of the architectural firm of Abreu and Robeson of Atlanta and Brunswick, raised approximately \$23,000 to support the Compton Chair of Private Enterprise. Continuing annual contributions by industrial firms, businesses, and private contributors will be used to support the Foundation's share of the expenses of the Chair.

(4) Accreditation Status

The faculty completed the Institutional Self Study for reaffirmation of accreditation by the Southern Association of Colleges and Schools during the Spring Quarter, 1971. A visiting committee was on campus March 7-10, 1971, and made a report to the institution and to the Southern Association of Colleges and Schools in May, 1971. The findings of the report of the visiting committee were reviewed by the Committee on Standards and Reports for Junior Colleges of the Southern Association of Colleges and Schools at its meeting in October, 1971. Based upon the findings of this report and the Self-Study Report submitted by the college, reaffirmation of accreditation was granted to Brunswick Junior College by the Southern Association of Colleges and Schools during its annual meeting in Miami November 28-December 1, 1971.

The visiting committee made several recommendations which required additional action by the college. In September, 1971, the institution submitted a response to the report of the visiting committee to the Southern Association indicating actions which were being initiated to satisfy the conditions of the recommendations.

The institution continued to work toward satisfying the conditions of each recommendation made by the visiting committee. Follow up reports were submitted to the Southern Association in September, 1972, and September, 1973. These reports were

considered as satisfactory by the Committee on Standards and Reports for Junior Colleges and the institution was requested to file the routine Fifth Year Report at the appropriate time.

C O M P U T E R

COMPUTER

1. Identification of Computer Equipment Available

(a) For the past few years, we have used in our math and science instruction programs three model 33 ASR friction feed teletype units with DE76 acoustic couplers. These units are used in connection with the computer system at the University of Georgia.

(b) The IBM data processing units listed below were continued under lease during the year and were used in connection with the State Department of Education's Univac 9200. They were used for instruction and student record data processing. The cost of this lease is \$513.00 per month.

1	0029	Model C22	Interpreting Card Punch
1	0029	Model B22	Card Punch
1	0083	Model 001	Card Sorter
1	0085	Model 001	Collater
1	0514	Model 002	Reproducing Punch

(c) The Vocational-Technical Division of the State Department of Education has installed a Univac 9200 high speed communication terminal for use in our Vocational-Technical instructional program. We also use the equipment in a limited way for student records. Additional equipment leased for use with this computer includes a card punch and a verify-interpret punch. The cost for this lease will be \$32,813.00 for the next fiscal year. This amount is charged against the State Department appropriation to us under the joint program.

(d) Our program for data processing is a matter of grave concern as the State Department may decide at any time to discontinue the lease on the Univac 9200. If this happened, we would have no way of processing our student record cards. Serious consideration should be given to leasing equipment in the name of the college that would be compatible with other units in the University System. The college should ask for as much financial assistance as possible from the State Department of Education. We might then get a better installation for the \$38,969.00 cost of our present program.

NEW CONSTRUCTION UNDERWAY OR  
COMPLETED DURING THE YEAR

NEW CONSTRUCTION UNDERWAY OR COMPLETED DURING THE YEAR

1. Remodeling Administration Building - Project J-32

This project was completed in September, 1974. It was authorized in March, 1972, and bids were opened in July, 1973. The total cost for building and equipment was \$166,400. This very fine addition contains offices and supporting offices for the president, academic dean, student affairs, and continuing education. It also houses the central duplicating and data processing offices, including one classroom. An excellent conference room was also provided.

2. Vocational-Technical Facility - Project M-26

This project was first authorized in June, 1972. Preliminary plans, prepared by Abreu and Robeson, Inc., were approved by the Board of Regents in January, 1973. When bids were opened in June, 1974, the contract for this 15,000 square foot facility was awarded to Lake McDonald, Inc., Vidalia, Georgia, together with the contract for a science-classroom building. The estimated cost of this building is \$604,000. We expect it to be completed in July or August of this year. It contains four faculty offices, four classrooms, and instruction areas for welding, heating/air conditioning, auto mechanics and machine shop.

3. Science-Classroom Building - Project M-21

Preliminary plans for this facility, authorized in June, 1972, were prepared by Abreu and Robeson, Inc. and approved by the Board of Regents in January, 1973. Bids were opened in June, 1974, and the construction contract was awarded to Lake McDonald, Inc., Vidalia, Georgia. The estimated construction cost of this new facility is \$1,059,000. This facility will add approximately 34,000 square feet of floor space for faculty offices, science laboratories, classrooms and a large lecture room. We hope to be able to occupy this building in the spring of 1976.

GIFTS AND GRANTS RECEIVED IN  
SUPPORT OF THE COLLEGE

GIFTS AND GRANTS RECEIVED IN SUPPORT OF BRUNSWICK JUNIOR COLLEGE

1. Brunswick College Foundation, Inc.

(a) Gifts and Grants - Private Donors - Cash

Louise P. Ringel	\$ 100.00
Abreu & Robeson, Inc.	1,000.00
American National Bank	1,000.00
First National Bank of Brunswick	1,000.00
D. H. Linton	1,000.00
Ernest T. Youngblood	1,000.00
J. Earl Colvin	500.00
Sea Island Foundation	6,000.00
Bennett, Gilbert, Gilbert, Whittle, Harrell, and Gayner	250.00
Coastal Bank of Georgia	300.00
John Schoonover, Ltd.	100.00
Brunswick Pulp & Paper Company	2,500.00
James B. and Martha K. Palmer	500.00
William L. and Elizabeth B. Nicoll	200.00
Dorothy F. Compton	500.00
Rosario R. Fiore	200.00
Patricia C. Euler	500.00
Allen K. Trobaugh	500.00
Alfred S. Lilly	25.00
Thiokol Corporation	500.00
First Federal Savings & Loan Association	500.00
Mrs. James L. Andrews	100.00
King Shrimp Company	400.00
James F. Compton	500.00
Brunswick Pulp & Paper Company	500.00
Grace Foundation, Inc.	350.00
Charles W. Deeds	250.00
Clark Fund (Dorothy Clark Ramer)	<u>1,000.00</u>
 TOTAL CASH DONATIONS	 \$21,275.00

(b) Gifts and Grants - Private Donors - Stocks and Bonds

James L. Harper	
63 shares - American Water Works, Inc.	\$1,003.00

(b) Gifts and Grants - Private Donors - Stocks and Bonds (Continued)

Mrs. Charles Nunnally 14 shares - Coca Cola Company	\$ 978.20
TOTAL STOCKS AND BONDS	\$ 1,987.20
TOTAL GIFTS TO FOUNDATION	<u>\$23,262.20</u>

2. Brunswick Junior College

(a) Governmental Gifts and Grants to the College - Cash

<u>Source</u>	<u>Purpose</u>	<u>Amount</u>
HEW-Title I Grant	Marine Industrial Management	\$ 2,500.00
HEW-Title I Grant	Supervisory Development	485.00
HEW-Title I Grant	Drug Abuse Seminar	250.00
HEW-Title I Grant	Foster Mother Training	960.00
HEW-Title I Grant	Marsh and Dunes	1,444.00
HEW-Title I Grant	Land Use Seminar	400.00
HEW-Title IIa	College Library Resources Program	4,235.00
HEW-Title III	Higher Education Achievement Program	95,265.00
HEW-NIH	College Work-Study Program	26,414.00
	Contract Overhead	919.00
HEW-NIH	Nursing Capitation Grant	26,351.00
HEW-NIH	Veterans Cost-of-Instruction Program	6,867.00
HEW-NIH	Supplemental Educational Opportunity Grant	17,495.00
	Contract Overhead	524.00
HEW-NIH	Basic Educational Opportunity Grant	97,605.00
HEW-NIH	Federal Nursing Scholarship	5,995.00
HEW-NIH	Federal Nursing Loan	8,000.00
Justice Department	Law Enforcement Education Program	6,569.00
State EPD	Water Quality Investigation	<u>26,591.00</u>
TOTAL GOVERNMENTAL SUPPORT TO THE COLLEGE		<u>\$328,941.00</u>

(b) Summary of Grants, Contracts, and Gifts for Programs of Instruction, Research or Public Service - See Table XIX - (page 67)

(c) Organizational and Private Donations to College - Cash

<u>Source</u>	<u>Purpose</u>	<u>Amount</u>
Brunswick College Foundation	Leadership Scholarship	\$ 1,500.00

TABLE XIX

SUMMARY OF GRANTS, CONTRACTS, AND GIFTS FOR PROGRAMS  
OF INSTRUCTION, RESEARCH, OR PUBLIC SERVICE

For Fiscal Year Ending June 30, 1975

Department	No. of Proposals			Amount of Proposals		
	S*	A**	R***	S	A	R
<u>Library</u>						
Title IIa-Library Resources	1	1		\$ 5,000	\$ 4,235	
<u>Special Studies</u>						
Title III	1	1		\$100,000	\$100,000	
<u>Natural Science</u>						
Water Quality Investigation	1	1		\$ 23,500	\$ 23,500	
<u>Nursing</u>						
Capitation Grant	1	1			\$ 28,852	
<u>Student Affairs</u>						
Veterans Cost-of-Instruction	1	1			\$ 6,867	
<u>Extension &amp; Public Service</u>						
Title I:						
Coastal Zone Management	1	1		\$ 2,500	\$ 2,500	
Drug Abuse Seminar	1	1		\$ 350	\$ 350	
Foster Mother Training	1	1		\$ 960	\$ 960	
Marsh & Dunes	1	1		\$ 1,444	\$ 1,444	
Land Use Seminar	1	1		\$ 600	\$ 600	
Development of Coastal Ga.	1	1		\$ 309	\$ 309	
Title VIII:						
Ga. Values & Transitions	1		1	\$ 2,135		\$2,135

\*S - Submitted

\*\*A - Awarded

\*\*\*R - Rejected

(c) Organizational and Private Donations to College - Cash (Con't.)

<u>Source</u>	<u>Purpose</u>	<u>Amount</u>
Brunswick College Foundation	Matching Funds-CWSP	\$ 1,351.00
Brunswick College Foundation	Matching Funds-Nursing Loans	889.00
Mr. & Mrs. E. Fred Griffith	Library Book Memorial	41.37
Mrs. C. D. Holley	Library Book Memorial	25.00
Glynn County Medical Society	Medical Journals	500.00
Mrs. O. P. Gilbert	Library Book Memorial	6.30
Glynn Co. Medical Auxiliary	Library Book Memorials	50.00
Mrs. Gilchrist	Library Book Memorial	7.95
Nursing Class of 1975	Library Book Memorial	31.50
Mr. & Mrs. Charles McMillan	Library Book Memorial	51.11
Dr. & Mrs. John W. Teel	Library Book Memorial	28.19
Hercules Powder Company	Vocational-Technical Equipment	100.00
Tidewater Equipment Company	Vocational-Technical Equipment	200.00
Glynn Federal Savings & Loan	Scholarship	1,000.00
Rayonier	Scholarship	500.00
Charles Wells Endowment	Scholarship	1,296.00
Jekyll Island Garden Club	Scholarship	500.00
Deborah Adams	Scholarship	400.00
Women's Club of Brunswick	Scholarship	291.00
Hercules Powder Company	Vocational-Technical Scholarship	500.00
Amer. Asso. of Univ. Women	Scholarship	400.00
Glynn Co. Asso. of Educators	Hamlin Boswell Scholarship Fund	648.00
Harold A. Johnson	Jesse Jackson Scholarship	194.00
Brunswick Kiwanis Club	Scholarship	500.00
Northside Kiwanis Club	Scholarship	300.00
SeaPak Corporation	Athletic Scholarship	300.00
Brunswick Jaycees	Athletic Scholarship	300.00
First Down Club	Athletic Scholarship	450.00
Tom Sawyer Paint Company	Athletic Scholarship	350.00
Rev. L. E. Williams	Baseball Banquet	25.00
Charles Terry	Baseball Banquet	25.00
Frances Wood	Undesignated Gift	1,510.40
First National Bank	Graduation Reception	100.00
Dixie O'Brien	Designated Scholarship	1,250.00
Alpha Phi Alpha Fraternity	Designated Scholarship	300.00
Brunswick Junior Women's Club	Designated Scholarship	297.00
Pilot Club	Designated Scholarship	388.00
Coastal Chevrolet	Designated Scholarship	450.00
McIntosh Academy	Designated Scholarship	200.00
Hacienda Club	Designated Scholarship	100.00
Winn Dixie	Designated Scholarship	500.00
Gilman Hospital Auxiliary	Designated Scholarship	300.00
Dr. and Mrs. W. E. Harden	Library Book Memorial	25.00

(c) Organizational and Private Donations to College - Cash (Con't.)

<u>Source</u>	<u>Purpose</u>	<u>Amount</u>
McDonalds, Inc.	Baseball Batting Machine	\$ 930.00
Brunswick Professional Business Women's Club	Designated Scholarship	150.00
TOTAL ORGANIZATIONAL AND PRIVATE CASH DONATIONS		<u>\$ 19,260.82</u>

3. Brunswick Junior College - Gifts Other Than Cash - Tangible

(a) Library Support

Anonymous	Periodicals
Dr. Maryjane Austin	4 books
Mr. Walter L. Berry	40 books
Miss Virginia Boyd	1 book
Dr. C. S. Britt	67 books
Dr. Dwight J. Brown	Periodicals
BJC Continuing Education Office	28 books
BJC Freshman Nursing Class (1973-74)	1 book
Brunswick Pulp & Paper Company	Periodicals
Brunswick Regional Library	5 books
BJC Special Studies Division	9 books
BJC Special Studies Division	Periodicals
Campus Conservative Pack Program	14 books
Correlan Publications	1 book
Mr. Robert L. Crouch, Jr.	Periodicals
Mr. & Mrs. Stewart T. Daniel	2 books
Dr. Ralph E. Denty	1 book
Mr. Bobby N. Evans	1 book
Exposition Press	1 book
Mr. Dan H. Fenn	1 book
Miss Myrtle Lee Floyd	13 books
Fort Frederica Association	3 books
Mr. Ben W. Fortson, Jr.	1 book
Fuller E. Callaway Foundation	25 books
Dr. Albert N. Galin	Periodicals
Mr. Allen Randolph Gann	1 book
Mrs. Mary Gash	32 books
Glynco Naval Air Station	95 books
Glynco Naval Air Station	Glynco Historical Records
Mr. and Mrs. Jasper F. Grover	1 book
Dr. James M. Hicks	148 books
Mr. Frank M. King	9 books

(a) Library Support (Continued)

Mrs. L. J. Leavy, Jr.	Periodical
Mr. John McEvoy	Periodicals
Mr. James MacGregor	64 books
Ms. Margaret S. McInnis	Periodicals
Miss Jane Macon	Periodicals
Captain Jerrold Marsh	1 book
Mrs. John E. Morris	90 books
Mr. Carlton Morrison	13 books
Colonel Robert W. Page	Periodicals
Colonel Robert W. Page	63 books
Mrs. L. C. Placzankis	Periodicals
Mrs. Rex J. Ramer	2 Framed Etchings
Mrs. Rex J. Ramer	13 books
Mrs. Mary B. Rice	Periodicals
Dr. Oscar T. Sanders, Jr.	4 books
Mr. John A. Selter	62 books
Captain Gilven M. Slonim	1 book
Mr. Eugene A. Tippins	1 book
U.S. Corps of Engineers	2 books
University of Georgia Library	7 books
Dr. Pearl Waddell	1 book
Mr. Jim White	66 books
Mrs. James A. Wood	Periodicals
 TOTAL ESTIMATED CASH VALUE	 <u>\$2,600.00</u>

(b) Endowments and Other Tangible Gifts

<u>Donor</u>	<u>Description</u>	<u>Approximate Value</u>
W. Glenn Sutton and Claryce Strother	Rosalie Sutton Gormly Scholarship Endowment Fund	\$1,000*
Frances A. Wood	Bequest (unrestricted)	\$2,400
Local 177, Plumbers and Pipefitters	75 lbs. of Aluminum Pipe	\$ 150
Babcock & Wilcox	5,750 lbs. of Steel	\$ 460

\*Initial amount, other contributions are being made from time-to-time.

(c) Other Support by the Brunswick College Foundation, Inc.

<u>Date Paid</u>	<u>Activity</u>	<u>Amount</u>
09/30/74	Voc/Tech Building Groundbreaking Luncheon	\$311.58
10/08/74	Luncheon for Visiting Members of the Board of Regents	18.54
10/23/74	Foundation Luncheon	15.97
10/28/74	Refreshments for Computer Network Campus Coordinators Annual Meeting	20.09
12/02/74	Foundation Luncheon	22.66
12/02/74	Refreshments for Craft Advisory Council for Data Processing	3.09
12/19/74	Supplies for Faculty Fellowship Covered Dish Supper	27.85
01/07/75	Refreshments for Craft Advisory Council for Drafting and Design Technology	3.09
02/04/75	Coffee and Luncheon at Annual Foundation Meeting	55.62
02/18/75	Refreshments for Voc/Tech General Advisory Council	7.58
03/03/75	Luncheon for Subcommittee on Acquisition of Additional Land	16.48
03/05/75	Supplies for Annual Foundation Meeting	24.20
03/05/75	Refreshments for Selection Committee for Chair of Private Enterprise	7.42
03/10/75	Refreshments for Craft Advisory Council for Clerical Science	4.12
03/10/75	Luncheon for Subcommittee on Acquisition of Additional Land	14.42
03/17/75	Refreshments for Applicant for Chair of Private Enterprise	2.68
03/17/75	Luncheon for Selection Committee for Chair of Private Enterprise	23.94

(c) Other Support by the Brunswick College Foundation - Con't.

<u>Date Paid</u>	<u>Activity</u>	<u>Amount</u>
03/24/75	Luncheon for Subcommittee on Acquisition of Additional Land	\$ 46.20
04/16/75	Dinner for Applicant for Chair of Private Enterprise	31.40
05/06/75	Luncheon following Dedication of James L. Andrews Student Center	113.30
05/26/75	Refreshments for Craft Advisory Council for Clerical Science	3.23
05/26/75	Refreshments for University System Academic Committee on English	13.74

(d) Intangible Gifts

<u>Donor</u>	<u>Description</u>
Coastal Bank of Georgia	Hosted a Breakfast for Graduates and Faculty
First National Bank	Hosted a Reception for Graduates, Parents, and General Audience at Graduation Ceremony
Brunswick College Foundation	Provide through purchase a mobile home for rental by College (for Marketing & Management Program)
Radio Station WMOG	Broadcasted all home basketball games as well as several special games away from campus
Brunswick Kiwanis Club	Hosted a Luncheon for Area High School Counselors
Bobby Crews	Provided 100 hours in drafting and design time plus many hours in discussion and planning on the Commercial Building Design Project
Henry Johnson	Provided 140 hours in drafting and design time plus many hours in discussion and planning on the Industrial Piping Design Project

F I N A N C I A L   R E P O R T

BRUNSWICK JUNIOR COLLEGE

BALANCE SHEET  
June 30, 1975

	C U R R E N T F U N D S						P L A N T Unexpended	F U N D S Expended	A G E N C Y F U N D S	
	R e s i d e n t I n s t r u c t i o n F u n d s		R e s t r i c t e d F u n d s		A u x i l i a r y E n t e r p r i s e s F u n d s					E N D O W M E N T F U N D S
<b>ASSETS</b>										
Petty Cash	\$ 600.00	\$ -	\$ -	\$ 250.00	\$ -	\$ -	\$ -	\$ -		
Cash in Bank - Demand	436.73	6,900.11	-	40,224.27	30,608.24	-	928.59	9,389.33		
Cash in Bank - Time	-	-	-	-	-	-	2,500.00	-		
Accounts Receivable	969.00	133,798.63	-	1,720.68	-	-	-	-		
Notes Receivable	-	-	-	-	66,090.80	-	-	-		
Appropriations Receivable	33,000.00	-	-	-	-	-	-	-		
Interfund Balances	100,000.00	(100,000.00)	-	-	-	-	-	-		
Inventories	16,989.65	-	-	33,105.26	-	-	-	-		
Investments	-	-	-	-	-	-	23,768.90	-		
Investment in Plant	-	-	-	-	-	-	-	5,821,104.42		
<b>TOTAL ASSETS</b>	\$ 151,995.38	\$ 40,698.74	\$ 75,300.21	\$ 96,699.04	\$ 27,197.49	\$ 9,389.33	\$ 5,821,104.42	\$ 22,702.84		
<b>LIABILITIES AND FUND BALANCES</b>										
Accounts Payable	\$ 63,322.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Deferred Revenue	61,992.00	-	-	-	-	-	-	-		
Reserves for:										
Inventories	17,000.00	-	-	33,500.00	-	-	-	-		
Renewals and Replacements	-	-	-	41,204.57	-	-	-	-		
Fund Balances:										
Unallocated (Surplus)	9,680.86	-	-	595.64	-	-	-	9,389.33		
Allocated	-	-	-	-	-	-	-	-		
Other	-	40,698.74	-	-	96,699.04 <sup>1</sup>	-	5,821,104.42 <sup>2</sup>	-		
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	\$ 151,995.38	\$ 40,698.74	\$ 75,300.21	\$ 96,699.04	\$ 27,197.49	\$ 9,389.33	\$ 5,821,104.42	\$ 22,702.84		

<sup>1</sup> Includes equity of National Direct Student Loan of \$50,103.08.

<sup>2</sup> Includes equity of Georgia Education Authority (University) in the amount of \$3,008,244.00.

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF CHANGES IN FUND BALANCES  
For the Year Ended June 30, 1975

	C U R R E N T F U N D S					E N D O W M E N T F U N D S	P L A N T F U N D S		A G E N C Y F U N D S
	Resident Instruction Funds	Restricted Funds	Auxiliary Enterprises Funds	LOAN FUNDS	Unexpended		Expended		
BALANCE, JULY 1, 1974	\$ 2,515.54	\$ 18,035.28	\$ (5,141.37)	\$ 88,871.36	\$ 25,473.87	\$ 40.03	\$ 4,619,117.31	\$ 18,773.06	
Adjustments per State Audit	-	25,181.45	-	-	(478.75)	-	(487.28)	-	
ADJUSTED BALANCE, JULY 1, 1974	\$ 2,515.54	\$ 43,216.73	\$ (5,141.37)	\$ 88,871.36	\$ 24,995.12	\$ 40.03	\$ 4,618,630.03	\$ 18,773.96	
ADDITIONS:									
Excess of Revenue over Expenditures	\$ 9,451.31	\$ -	\$ 20,816.50	\$ -	\$ -	\$ -	\$ -	\$ -	
Private Gifts	-	18,961.33	-	-	-	-	-	-	
Governmental Grants and Contracts	-	476,789.44	-	8,000.00	-	-	-	-	
Private Grants and Contracts	-	13,500.00	-	1,083.00	1,035.00	-	-	-	
Income from Investments	-	-	-	439.03	2,463.37	-	-	-	
Adjustments from:									
Accounts Payable 6/30/74	229.55	-	-	-	-	9,389.33	-	-	
Surplus-(lapse) or Distribution	(2,515.54)	-	-	-	-	(40.03)	-	-	
Additions to Physical Properties	-	-	-	-	-	-	-	-	
Current Funds	-	-	-	-	-	-	57,918.01	-	
Unexpended Plant Funds	-	-	-	-	-	-	(8,958.97)	-	
GEA (U)	-	-	-	-	-	-	1,152,620.35	-	
Agency Funds	-	-	-	-	-	-	895.00	-	
Other Sources	-	-	-	-	-	-	-	579,504.72	
TOTAL ADDITIONS	\$ 7,165.32	\$ 509,250.77	\$ 20,816.50	\$ 9,522.03	\$ 3,498.37	\$ 9,349.30	\$ 1,202,474.39	\$ 579,504.72	
DEDUCTIONS:									
Provisions for Reserves:									
Inventories	\$ -	\$ -	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	
Renewals and Replacements	-	-	9,579.49	-	-	-	-	-	
Loan Cancellations	-	-	-	1,496.35	-	-	-	-	
Uncollectible Accounts Charged Off	-	-	-	87.00	-	-	-	-	
Distributions per Trust Agreement	-	-	-	-	1,296.00	-	-	-	
Administrative Expense	-	-	-	111.00	-	-	-	-	
Other Deductions	-	-	-	-	-	-	-	575,575.84	
Transfers to Other Funds	-	511,768.76	-	-	-	-	-	-	
TOTAL DEDUCTIONS	\$ -	\$ 511,768.76	\$ 15,079.49	\$ 1,694.35	\$ 1,296.00	\$ -	\$ -	\$ 575,575.84	
BALANCE, JUNE 30, 1975	\$ 9,680.86	\$ 40,698.74	\$ 595.64	\$ 96,699.04	\$ 27,197.49	\$ 9,389.33	\$ 5,821,104.42	\$ 22,702.84	

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF CURRENT FUNDS REVENUES  
For the Year Ended June 30, 1975

	General Revenue	Restricted Revenue	Total
<b>A. EDUCATIONAL AND GENERAL</b>			
REVENUE FROM GENERAL OPERATIONS			
Student Tuition and Fees			
Matriculation	\$ 286,926.60	\$	\$ 286,926.60
Non-Resident Tuition	6,421.15		6,421.15
Music Fees	1,360.00		1,360.00
Other	6,350.00		6,350.00
Governmental Appropriations			
State of Georgia	1,130,550.00		1,130,550.00
Indirect Cost Recoveries			
Federal	1,786.24		1,786.24
Other	1,105.00		1,105.00
Sales and Services of Educational Departments			
Transcripts	745.50		745.50
Library Fines	541.25		541.25
Xerox Income	1,734.40		1,734.40
Other Sources			
Veteran Recording Fees	737.00		737.00
Room Rentals	200.00		200.00
Cash Over and Short	(34.95)		(34.95)
<b>TOTAL REVENUE FROM GENERAL OPERATIONS</b>	<b>\$ 1,438,422.19</b>	<b>\$</b>	<b>\$ 1,438,422.19</b>
REVENUE FROM DEPARTMENTAL SALES AND SERVICES			
Extension and Public Services			
Student Fees	\$ 34,210.06	\$	\$ 34,210.06
Other - Consulting Fees	270.00		270.00
<b>TOTAL REVENUE FROM DEPARTMENTAL SALES AND SERVICES</b>	<b>\$ 34,480.06</b>	<b>\$</b>	<b>\$ 34,480.06</b>
REVENUE FROM SPONSORED OPERATIONS			
Grants, Contracts, and Gifts - Other Programs			
Federal	\$	\$ 166,134.79	\$ 166,134.79
State		181,689.46	181,689.46
Private		17,637.94	17,637.94
<b>TOTAL REVENUE FROM SPONSORED OPERATIONS</b>	<b>\$</b>	<b>\$ 365,462.19</b>	<b>\$ 365,462.19</b>
<b>TOTAL EDUCATIONAL AND GENERAL REVENUE</b>	<b>\$ 1,472,902.25</b>	<b>\$ 365,462.19</b>	<b>\$ 1,838,364.44</b>
<b>B. STUDENT AID</b>			
Gifts - Federal	\$	\$ 127,663.50	\$ 127,663.50
Gifts - Private		14,566.83	14,566.83
Endowment - Scholarships		1,296.00	1,296.00
<b>TOTAL REVENUE FOR STUDENT AID</b>	<b>\$</b>	<b>\$ 143,526.33</b>	<b>\$ 143,526.33</b>
<b>C. AUXILIARY ENTERPRISES</b>			
Stores and Shops			
Sales - Bookstore	\$ 105,340.17	\$	\$ 105,340.17
Sales - Snack Bar	82,247.62		82,247.62
Other Service Units			
Vending	103.10		103.10
Campus Parking	2,444.75		2,444.75
Bus Operations	1,454.12		1,454.12
<b>TOTAL REVENUE FROM AUXILIARY ENTERPRISES</b>	<b>\$ 191,589.76</b>	<b>\$</b>	<b>\$ 191,589.76</b>
<b>TOTAL CURRENT FUNDS REVENUE</b>	<b>\$ 1,664,492.01</b>	<b>\$ 508,988.52</b>	<b>\$ 2,173,480.53</b>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF CURRENT FUNDS EXPENDITURES  
For the Year Ended June 30, 1975

	FUND CLASSIFICATION		OBJECT CLASSIFICATION		
	General	Restricted	Personal Services	Operating Supplies & Expenses	Equipment
<b>A. EDUCATIONAL AND GENERAL</b>					
<b>INSTRUCTION &amp; DEPARTMENTAL RESEARCH</b>					
Dean of Academic Affairs	\$ 65,525.82	\$	\$ 53,786.63	\$ 11,739.19	\$
Division of Business Admin.	55,678.65		52,810.46	2,868.19	
Division of Humanities	108,127.49		102,879.50	5,082.99	165.00
Division of Natural Science	106,747.58	26,590.72	110,407.76	20,101.34	2,829.20
Division of Nursing	76,632.92	26,351.27	94,153.94	5,056.62	3,773.63
Division of Physical Education	54,984.42		51,574.75	3,409.67	
Division of Vocational-Technical	94,698.05		74,745.66	19,943.39	9.00
State Department of Education		126,622.13	97,261.11	5,496.61	23,864.41
Division of Special Studies	32,341.80	95,264.93	110,376.09	17,230.64	
Division of Social Science	87,908.96		85,218.90	2,690.06	
<b>TOTAL INSTRUCTION &amp; DEPARTMENTAL RESEARCH</b>	<b>\$ 682,645.69</b>	<b>\$ 274,829.05</b>	<b>\$ 833,214.80</b>	<b>\$ 93,618.70</b>	<b>\$ 30,641.24</b>
<b>EXTENSION &amp; PUBLIC SERVICE</b>					
Continuing Educ. & Community Svc.	\$ 50,306.57	\$ 18,849.72	\$ 22,839.17	\$ 46,067.12	\$ 250.00
Vocational-Technical Short Courses		3,121.71		2,921.71	200.00
State Department of Education		29,129.70	27,492.72	965.31	671.67
<b>TOTAL EXTENSION AND PUBLIC SERVICE</b>	<b>\$ 50,306.57</b>	<b>\$ 51,101.13</b>	<b>\$ 50,331.89</b>	<b>\$ 49,954.14</b>	<b>\$ 1,121.67</b>
<b>LIBRARY</b>					
Library	\$ 114,670.31	\$ 4,459.15	\$ 59,252.08	\$ 11,211.10	\$ 48,666.28
Audio-Visual Department	12,486.21		11,010.50	1,475.71	
<b>TOTAL LIBRARY</b>	<b>\$ 127,156.52</b>	<b>\$ 4,459.15</b>	<b>\$ 70,262.58</b>	<b>\$ 12,686.81</b>	<b>\$ 48,666.28</b>
<b>STUDENT SERVICES</b>					
Dean of Student Affairs	\$ 66,647.26	\$ 6,867.00	\$ 64,296.41	\$ 8,964.27	\$ 253.58
<b>OPERATION AND MAINTENANCE OF PHYSICAL PLANT</b>					
Supervision	\$ 19,384.37	\$	\$ 17,858.20	\$ 1,526.17	\$
Building Maintenance	102,196.08		24,778.50	77,417.58	
Grounds Maintenance	28,641.31		20,652.37	6,600.94	1,388.00
Security	22,890.23		22,426.55	313.68	150.00
Custodial Services	58,545.06		52,956.68	5,588.38	
<b>TOTAL OPERATION AND MAINTENANCE OF PHYSICAL PLANT</b>	<b>\$ 231,657.05</b>	<b>\$</b>	<b>\$ 138,672.30</b>	<b>\$ 91,446.75</b>	<b>\$ 1,538.00</b>
<b>GENERAL ADMINISTRATION</b>					
President's Office	\$ 41,892.70	\$	\$ 38,630.37	\$ 3,262.33	\$
Comptroller's Office	71,144.95		64,999.49	6,145.46	
Registrar's Office	32,092.16		27,762.78	4,122.71	206.67
<b>TOTAL GENERAL ADMINISTRATION</b>	<b>\$ 145,129.81</b>	<b>\$</b>	<b>\$ 131,392.64</b>	<b>\$ 13,530.50</b>	<b>\$ 206.67</b>
<b>GENERAL INSTITUTIONAL</b>					
Central Duplication	\$ 4,295.85	\$	\$	\$ 4,269.20	\$ 26.65
Data Processing	24,657.34		16,964.81	7,692.53	
General Expense	25,778.75		7,226.56	18,552.19	
College Work-Study Program	4,837.00	28,205.86		33,042.86	
Faculty and Staff Benefits	100,339.10		100,339.10		
<b>TOTAL GENERAL INSTITUTIONAL</b>	<b>\$ 159,908.04</b>	<b>\$ 28,205.86</b>	<b>\$ 124,530.47</b>	<b>\$ 63,556.78</b>	<b>\$ 26.65</b>
<b>TOTAL EDUCATIONAL AND GENERAL EXPENDITURES</b>	<b>\$ 1,463,450.94</b>	<b>\$ 365,462.19</b>	<b>\$ 1,412,701.09</b>	<b>\$ 333,757.95</b>	<b>\$ 82,454.09</b>
<b>B. STUDENT AID</b>					
Scholarships	\$	\$ 4,654.00	\$	\$ 4,654.00	\$
Basic Educational Opport. Grants		97,605.00		97,605.00	
Supplementary Educational Opportunity Grants		17,494.50		17,494.50	
Other Student Aid		23,772.83		23,772.83	
<b>TOTAL STUDENT AID</b>	<b>\$</b>	<b>\$ 143,526.33</b>	<b>\$</b>	<b>\$ 143,526.33</b>	<b>\$</b>

**BRUNSWICK JUNIOR COLLEGE**

STATEMENT OF CURRENT FUNDS EXPENDITURES (Cont.)

	FUND CLASSIFICATION		OBJECT CLASSIFICATION		
			Personal	Operating	
	General	Restricted	Services	Supplies & Expenses	Equipment
<b>C. AUXILIARY ENTERPRISES</b>					
<b>STORES AND SHOPS</b>					
Bookstore	\$ 96,053.51	\$	\$ 15,059.94	\$ 80,993.57	\$
Snack Bar	72,120.53		27,387.74	44,732.79	
<b>TOTAL STORES AND SHOPS</b>	<b>\$ 168,174.04</b>	<b>\$</b>	<b>\$ 42,447.68</b>	<b>\$ 125,726.36</b>	<b>\$</b>
<b>OTHER SERVICE UNITS</b>					
Vending	\$ 142.34	\$	\$ 85.78	\$ 56.56	\$
Campus Parking	1,046.07		257.33	788.74	
Bus Operations	1,410.81		514.66	896.15	
<b>TOTAL OTHER SERVICE UNITS</b>	<b>\$ 2,599.22</b>	<b>\$</b>	<b>\$ 857.77</b>	<b>\$ 1,741.45</b>	<b>\$</b>
<b>TOTAL AUXILIARY ENTERPRISES</b>	<b>\$ 170,773.26</b>	<b>\$</b>	<b>\$ 43,305.45</b>	<b>\$ 127,467.81</b>	<b>\$</b>
<b>TOTAL CURRENT FUNDS EXPENDITURES</b>	<b>\$ 1,634,224.20</b>	<b>\$ 508,988.52</b>	<b>\$ 1,456,006.54</b>	<b>\$ 604,752.09</b>	<b>\$ 82,454.09</b>

**SCHEDULE OF OPERATION OF RESTRICTED FUNDS**  
For the Year Ended June 30, 1975

	Fund Balance July 1, 1974	Receipts	Disbursements/Transfers		Fund Balance June 30, 1975
			For Direct	For Overhead	
<b>EDUCATIONAL AND GENERAL</b>					
<b>Gifts and Grants - Governmental</b>					
Title I Grants	\$ 2,923.64	\$ 4,972.97	\$ 6,083.68	\$ 160.00	\$ 1,652.93
Title IIA Library Grant		4,235.00	4,235.00		
Title III - Special Studies		100,000.00	95,264.93		4,735.07
College Work Study Program		27,425.00	26,434.26	990.74	
NIH - Nursing Capitation Grant		55,185.38	26,351.27		28,834.11
NIH - Veterans Cost of Instruction Program		6,867.00	6,867.00		
NIH - Funded Grants, 1975-76	2,200.17	(2,200.17)			
Humanities of the Sea Symposium-NEH	690.98	(590.98)	100.00		
<b>Gifts and Grants - State</b>					
Vocational-Technical Division		155,751.83	155,751.83		
Environmental Protection Project	4,502.86	22,087.86	26,590.72		
<b>Gifts and Grants - Private</b>					
Gifts for Library Books	76.42	727.17	224.15		579.44
Brunswick College Foundation, Matching Funds - CWSP		1,351.20	1,351.20		
Off Campus Matching Funds - CWSP		420.40	420.40		
Hercules Powder Company, Vocational- Technical Equipment or Supplies	100.00	100.00	100.00		100.00
Vocational-Technical Supply Fee	295.04	3,171.67	2,821.71		645.00
Tidewater Equipment Company, Vocational-Technical Gift	200.00		200.00		
Regional Police Academy	636.69	13,500.00	12,666.04	1,105.00	365.65
<b>TOTAL EDUCATIONAL AND GENERAL</b>	<b>\$ 11,625.80</b>	<b>\$ 393,004.33</b>	<b>\$ 365,462.19</b>	<b>\$ 2,255.74</b>	<b>\$ 36,912.20</b>

BRUNSWICK JUNIOR COLLEGE

SCHEDULE OF OPERATION OF RESTRICTED FUNDS (Cont.)

	Fund Balance July 1, 1974	Receipts	Disbursements/Transfers		Fund Balance June 30, 1975
			For Direct	For Overhead	
STUDENT AID					
Gifts and Grants - Governmental					
Basic Educational Opportunity Grant	\$	\$ 97,605.00	\$ 97,605.00	\$	\$
Supplemental Educational Opportunity Grant		18,019.00	17,494.50	524.50	
Federal Nursing Scholarship	347.00	6,044.00	5,995.00		396.00
Law Enforcement Education Program		6,569.00	6,569.00		
Gifts and Grants - Private					
Deborah and Ronald Adams Scholarship Fund	70.00	(17.50)	52.50		
Athletic Scholarship Fund	4,313.61	5,549.89	8,601.33		1,262.17
American Association of University Women Scholarship	30.00	(27.00)	3.00		
Brunswick College Foundation Leadership Scholarship		1,500.00	1,500.00		
Glynn Federal Scholarship		1,000.00	1,000.00		
Rayonier Scholarship		500.00	500.00		
Exchange Club - Academic Scholarship	300.00	(300.00)			
Hamlin Boswell Scholarship (Georgia Education Association)	291.00	648.00	164.00		775.00
Jekyll Island Garden Club Scholarship		500.00			500.00
Brunswick Woman's Club	97.00	194.00	194.00		97.00
Hercules Vocational-Technical Scholarship	500.00	500.00	500.00		500.00
Frank May Scholarship	77.37				77.37
Jessee Jackson Scholarship		194.00	194.00		
Georgia Lee Williamson Scholarship	12.50	(12.50)			
Brunswick Kiwanis Club Scholarship	80.00	(80.00)			
Brunswick College Academic Achievement Scholarship		2,037.00	1,858.00		179.00
Exchange Club - Golf Scholarship	291.00	(291.00)			
Endowment					
Charles W. Wells Scholarship Fund		1,296.00	1,296.00		
TOTAL STUDENT AID	\$ 6,409.48	\$ 141,427.89	\$ 143,526.33	\$ 524.50	\$ 3,786.54
TOTAL RESTRICTED FUNDS	\$ 18,035.28	\$ 534,432.22	\$ 508,988.52	\$ 2,780.24	\$ 40,698.74

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF TRUST FUND BALANCES  
For the Year Ended June 30, 1975

	Loan Funds	Endowment Funds	Total
BALANCE OF PRINCIPAL, JULY 1, 1974	\$ 88,871.36	\$ 25,473.87	\$ 114,345.23
ADDITIONS:			
Adjustment per State Audit	\$	\$ (478.75)	\$ (478.75)
Gifts and Grants - Federal	8,000.00		8,000.00
Gifts and Grants - Private	1,049.00	1,035.00	2,084.00
Reimbursement for Loan Cancellation	34.00		34.00
Service Charges on Loans	212.00		212.00
Dividends on Stock		880.00	880.00
Interest on Bonds		1,350.00	1,350.00
Interest on Time Deposits and Savings		233.37	233.37
Interest on NDSL	149.06		149.06
Interest on Federal Nursing Loan	77.97		77.97
TOTAL ADDITIONS	\$ 9,522.03	\$ 3,019.62	\$ 12,541.65
DEDUCTIONS:			
Uncollectible Accounts Charged Off	\$ 87.00	\$	\$ 87.00
Administrative Charges - NDSL	111.00		111.00
Transfers to Restricted for Student Aid			
Wells Scholarship		1,296.00	1,296.00
Cancellation of NDSL	416.50		416.50
Cancellation of Federal Nursing Loan	1,079.85		1,079.85
TOTAL DEDUCTIONS	\$ 1,694.35	\$ 1,296.00	\$ 2,990.35
BALANCE OF PRINCIPAL, JUNE 30, 1975	\$ 96,699.04	\$ 27,197.49	\$ 123,896.53

SCHEDULE OF TRUST FUND BALANCES BY FUNDS  
For the Year Ended June 30, 1975

	Fund Balance July 1, 1974	Additions	Deductions	Fund Balance June 30, 1975
LOAN FUNDS				
Altrusa Loan Fund	\$ 160.00	\$ 162.00	\$	\$ 322.00
Glynn County Association of Life Underwriters Loan Fund	1,065.50	204.00		1,269.50
St. Simons Jaycees Loan Fund	107.00			107.00
Glynn Academy Senior Loan Fund	543.00			543.00
Earl F. Hargett Loan Fund	495.67	6.00	87.00	414.67
National Direct Student Loan	50,481.52	149.06	527.50	50,103.08
Federal Nursing Loan	35,981.67	9,000.97	1,079.85	43,902.79
Davis Thorpe Loan Fund	37.00			37.00
TOTAL LOAN FUNDS	\$ 88,871.36	\$ 9,522.03	\$ 1,694.35	\$ 96,699.04
ENDOWMENT FUNDS				
Wells Scholarship Endowment	\$ 25,473.87	\$ 1,984.62	\$ 1,296.00	\$ 26,162.49
Rosalie S. Gornly Fund		1,035.00		1,035.00
TOTAL ENDOWMENT FUNDS	\$ 25,473.87	\$ 3,019.62	\$ 1,296.00	\$ 27,197.49
TOTAL TRUST FUNDS	\$ 114,345.23	\$ 12,541.65	\$ 2,990.35	\$ 123,896.53

BRUNSWICK JUNIOR COLLEGE

SUMMARY OF TRUST FUND INVESTMENTS  
For the Year Ended June 30, 1975

	Rate	Maturity Date	Book/Par Value	Market Value
<b>ENDOWMENT FUNDS</b>				
Common Stock				
Florida Power Company - 100 Shares			\$ 10,689.63	\$ 2,562.50
Bonds				
General Telephone of Indiana, Inc.				
First Mortgage Bonds - 100	9.00%	12-01-2000	10,000.00	9,600.00
Fidelity Mortgage Bond - 1	7.75%	12-01-1985	1,000.00	60.00
Savings Account				
Gold Edge Savings Account	5.25%		2,079.27	2,079.27
<b>TOTAL ENDOWMENT FUNDS</b>			<b>\$ 23,768.90</b>	<b>\$ 14,301.77</b>
<b>TOTAL TRUST FUND INVESTMENTS</b>			<b>\$ 23,768.90</b>	<b>\$ 14,301.77</b>

SCHEDULE OF CHANGES IN CASH BALANCES  
For the Year Ended June 30, 1975

	Cash Balance July 1, 1974	Receipts	Disbursements	Cash Balance June 30, 1975
<b>CURRENT FUNDS</b>				
Resident Instruction	\$ 48,937.97	\$ 2,070,025.34	\$ 2,117,926.58	\$ 1,036.73
Restricted	(8,579.66)	627,846.16	612,366.39	6,900.11
Auxiliary Enterprises	20,584.00	201,043.36	181,153.09	40,474.27
<b>TOTAL CURRENT FUNDS</b>	<b>\$ 60,942.31</b>	<b>\$ 2,898,914.86</b>	<b>\$ 2,911,446.06</b>	<b>\$ 48,411.11</b>
<b>AGENCY FUNDS</b>	<b>\$ 18,773.96</b>	<b>\$ 583,793.52</b>	<b>\$ 579,864.64</b>	<b>\$ 22,702.84</b>
<b>TRUST FUNDS</b>				
Loan	\$ 27,865.23	\$ 19,763.51	\$ 17,020.50	\$ 30,608.24
Endowment	2,027.44	1,401.15		3,428.59
<b>TOTAL TRUST FUNDS</b>	<b>\$ 29,892.67</b>	<b>\$ 21,164.66</b>	<b>\$ 17,020.50</b>	<b>\$ 34,036.83</b>
<b>PLANT FUNDS</b>	<b>\$ 3,451.87</b>	<b>\$ 51,735.36</b>	<b>\$ 45,797.90</b>	<b>\$ 9,389.33</b>
<b>TOTALS</b>	<b>\$ 113,060.81</b>	<b>\$ 3,555,608.40</b>	<b>\$ 3,554,129.10</b>	<b>\$ 114,540.11</b>

BRUNSWICK JUNIOR COLLEGE

BANK BALANCES  
June 30, 1975

AMERICAN NATIONAL BANK			
Demand Deposits	\$	50,104.62	
Time Deposits		<u>2,500.00</u>	\$ 52,604.62
FIRST NATIONAL BANK			
Demand Deposits			32,092.17
COASTAL BANK OF GEORGIA			
Demand Deposits			<u>28,993.32</u>
TOTAL BANK BALANCES			\$ 113,690.11
CASH ON HAND			
Petty Cash			<u>850.00</u>
TOTAL CASH BALANCES			<u>\$ 114,540.11</u>

STATEMENT OF UNEXPENDED PLANT FUNDS  
For the Year Ended June 30, 1975

BALANCE, JULY 1, 1974			\$ 40.03
ADDITIONS:			
Returned to Regents		\$ (40.03)	
Auxiliary Enterprises		<u>430.36</u>	
TOTAL ADDITIONS			<u>390.33</u>
BALANCE, JULY 1, 1974, PLUS ADDITIONS			\$ 430.36
DEDUCTIONS:			
Buildings and Additions			
Administration Building (Adjustment of June 30, 1974 Accounts Payable)		\$ (9,389.33)	
Equipment			
Snack Bar Equipment		<u>430.36</u>	
TOTAL DEDUCTIONS			<u>(8,958.97)</u>
BALANCE, JUNE 30, 1975			<u>\$ 9,389.33</u>

SCHEDULE OF OPERATION OF UNEXPENDED PLANT FUNDS  
For the Year Ended June 30, 1975

	Fund Balance July 1, 1974	Additions	Deductions	Transfers	Fund Balance June 30, 1975
UNRESTRICTED:					
BUILDINGS AND ADDITIONS					
Administration Building	\$	\$	\$ (9,389.33)	\$	\$ 9,389.33
IMPROVEMENTS OTHER THAN BUILDINGS					
Sidewalks	\$ (21.80)	\$	\$	\$ 21.80	\$
Campus Lighting	90.74	(40.03)		(50.71)	
TOTAL IMPROVEMENTS OTHER THAN BUILDINGS	\$ 68.94	\$ (40.03)	\$	\$ (28.91)	\$
EQUIPMENT					
Snack Bar Equipment	\$	\$ 430.36	\$ 430.36	\$	\$
Administration Building	(28.91)			28.91	
TOTAL EQUIPMENT	\$ (28.91)	\$ 430.36	\$ 430.36	\$ 28.91	\$
TOTAL UNRESTRICTED	\$ 40.03	\$ 390.33	\$ (8,958.97)	\$	\$ 9,389.33
TOTAL UNEXPENDED PLANT FUNDS	\$ 40.03	\$ 390.33	\$ (8,958.97)	\$	\$ 9,389.33

**BRUNSWICK JUNIOR COLLEGE**

**SCHEDULE OF CHANGES IN INVESTMENT IN PLANT  
For the Year Ended June 30, 1975**

INVESTMENT IN PLANT, JULY 1, 1974		\$ 4,619,117.31
<b>ADDITIONS:</b>		
Adjustment per State Audit		\$ (487.28)
Expended from Educational and General Funds and included in Current Expenditures	\$ 82,454.09	
Vo-Tech Equipment Purchased by State Department of Education	<u>(24,536.08)</u>	57,918.01
Expended from Plant Funds		(8,958.97)
Expended from Agency Funds		895.00
Expended by Georgia Education Authority (University) Vocational Technical Facility M-26	\$ 547,126.84	
Science Facility M-21	<u>605,493.51</u>	<u>1,152,620.35</u>
<b>TOTAL ADDITIONS</b>		<u>1,201,987.11</u>
INVESTMENT IN PLANT, JULY 1, 1974, PLUS ADDITIONS		\$ 5,821,104.42
LESS: Equity of Georgia Education Authority (University)		<u>3,008,244.00</u>
NET INVESTMENT IN PLANT, JUNE 30, 1975		<u>\$ 2,812,860.42</u>

**SCHEDULE OF INVESTMENT IN PLANT  
For the Year Ended June 30, 1975**

	Year Constructed	Investment July 1, 1974	Additions	Deductions	Investment June 30, 1975
<b>LAND</b>					
Campus		\$ 139,738.59	\$ 2.15		\$ 139,740.74
<b>BUILDINGS</b>					
Administration Building	1964	\$ 368,235.48	\$ (9,389.33)		\$ 358,846.15
Classroom Building	1964	396,183.55			396,183.55
Student Center Building	1964	116,877.04			116,877.04
Maintenance Building-Vo/Technical	1964	113,469.67	(618.38)		112,851.29
Howard E. Coffin Building					
Brunswick Junior College	1969	23,715.85	(3,303.19)		20,412.66
GEA (U) - J-18	1967	773,038.74			773,038.74
Student Center Addition, GEA (U) - R-37	1969	426,403.04			426,403.04
Library, GEA (U) - T-12	1969	905,574.29			905,574.29
Warehouse/Shop, GEA (U) - T-21	1968	240,457.53			240,457.53
Vo/Tech Facility, GEA (U) - M-26	1967	20,940.00	547,126.84		568,066.84
Science Facility, GEA (U) - M-21	1973	32,327.62	605,493.51		637,821.13
<b>TOTAL BUILDINGS</b>		<u>\$ 3,417,222.81</u>	<u>\$ 1,139,309.45</u>		<u>\$ 4,556,532.26</u>
<b>IMPROVEMENTS OTHER THAN BUILDINGS</b>					
Campus Lighting Systems		\$ 33,060.33			\$ 33,060.33
Paving, Curbs, and Sidewalks		87,492.85			87,492.85
Landscaping		23,540.43			23,540.43
Entrance Ways and Markers		3,293.81			3,293.81
Irrigation System		4,230.63			4,230.63
Physical Education Area Development		32,005.44			32,005.44
Campus Master Plans		4,150.00			4,150.00
Extension of Water Mains		1,581.80			1,581.80
<b>TOTAL IMPROVEMENTS OTHER THAN BUILDINGS</b>		<u>\$ 189,355.29</u>			<u>\$ 189,355.29</u>

BRUNSWICK JUNIOR COLLEGE

SCHEDULE OF INVESTMENT IN PLANT (Cont.)

Year Constructed	Investment July 1, 1974	Additions	Deductions	Investment June 30, 1975
<b>EQUIPMENT</b>				
Administration Building	\$ 64,066.20	\$ 132.47	\$	\$ 64,198.67
Classroom Building	218,244.86	6,776.83		225,021.69
Student Center Building				
Brunswick College	25,923.77	295.36		26,219.13
GEA (U)	24,264.10			24,264.10
Maintenance Building	9,612.59	868.38		10,480.97
Automotive Equipment	15,103.52			15,103.52
Garbage Disposal Equipment	622.00			622.00
Physical Education Building				
Brunswick College	11,339.19	4,198.19		15,537.38
GEA (U)	15,788.28			15,788.28
Campus Maintenance Equipment	20,528.13	1,538.00		22,066.13
Library				
Brunswick College	417,508.60	48,666.28		466,174.88
GEA (U)	49,799.38			49,799.38
Vocational/Technical Building		200.00		200.00
<b>TOTAL EQUIPMENT</b>	<b>\$ 872,800.62</b>	<b>\$ 62,675.51</b>	<b>\$</b>	<b>\$ 935,476.13</b>
<b>TOTAL INVESTMENT IN PLANT</b>	<b>\$ 4,619,117.31</b>	<b>\$ 1,201,987.11</b>	<b>\$</b>	<b>\$ 5,821,104.42</b>

SCHEDULE OF OPERATION OF AGENCY FUNDS  
For the Year Ended June 30, 1975

	Fund Balance July 1, 1974	Receipts	Disbursements	Fund Balance June 30, 1975
<b>FUNDS HELD ON DEPOSIT</b>				
Alumni Account	\$ 55.04	\$	\$	\$ 55.04
Continuing Education Book Deposits	35.00	10.36		45.36
Florida Keys - Biology Field Trip		548.00	548.00	
GAJC Tournament		2,847.00	2,847.00	
Rosalie Gormly Fund		1,010.00	1,010.00	
Graduation Reception	80.95	100.00	80.30	100.65
Earl Hargett Memorial	515.00			515.00
Inter-Faith Chapel Fund	140.00			140.00
Lock Deposits	184.02	53.50	65.00	172.52
Nightingale Lamps (Nursing)		76.50		76.50
Practical Nursing Insurance		168.00		168.00
Retirement Dinner		928.00	917.82	10.18
SAT Exams	583.00	4,728.88	2,913.50	2,398.38
State Advisory Council for Vocational Education		600.00	600.00	
Vocational Rehabilitation		370.00	380.40	(10.40)
Welding Entertainment Fund		85.00	85.00	
W.I.N. Program		30.00	30.00	
Frances Wood Bequest		1,510.40		1,510.40
<b>TOTAL FUNDS HELD ON DEPOSIT</b>	<b>\$ 1,593.01</b>	<b>\$ 13,065.64</b>	<b>\$ 9,477.02</b>	<b>\$ 5,181.63</b>

BRUNSWICK JUNIOR COLLEGE

SCHEDULE OF OPERATION OF AGENCY FUNDS (Cont.)

	Fund Balance July 1, 1974	Receipts	Disbursements	Fund Balance June 30, 1975
<b>DESIGNATED SCHOLARSHIPS</b>				
Regents Scholarships	\$	\$ 950.00	\$ 700.01	\$ 249.99
Alpha Phi Alpha Fraternity		300.00	300.00	
Allen Bonagura		1,500.00	1,500.00	
Brunswick Junior Chamber of Commerce		100.00		100.00
Brunswick Junior Women's Club		313.00	297.00	16.00
Dixie O'Brien	300.00	950.00	900.00	350.00
Todd Grosshans		1,481.90	1,481.90	
Coastal Chevrolet		450.00	450.00	
Gilman Hospital Auxiliary		300.00	100.00	200.00
Hacienda Scholarship		100.00	100.00	
McIntosh Academy Scholarship		200.00	200.00	
Pilot Club	194.00	194.00	388.00	
Brunswick Business and Professional Women's Club		150.00	150.00	
Winn Dixie		500.00	249.00	251.00
<b>TOTAL DESIGNATED SCHOLARSHIPS</b>	<b>\$ 494.00</b>	<b>\$ 7,488.90</b>	<b>\$ 6,815.91</b>	<b>\$ 1,166.99</b>
<b>STUDENT ACTIVITIES PROGRAM</b>				
Student Activities Funds	\$ 16,686.95	\$ 54,454.19	\$ 55,125.74	\$ 16,015.40
<b>PAYROLL DEDUCTIONS</b>				
F.I.C.A.	\$	\$ 71,636.28	\$ 71,636.28	\$
Federal Income Tax		195,980.59	195,980.59	
State Income Tax		30,425.06	30,425.06	
Teachers Retirement		70,532.43	70,557.83	(25.40)
Group Insurance		17,385.37	17,359.97	25.40
Glynn Teacher's Federal Credit Unit		107,822.91	107,822.91	
United Community Fund		2,132.44	2,132.44	
Lincoln Life Annuity Fund		2,120.00	2,120.00	
U. S. Savings Bonds		743.75	743.75	
Provident Mutual Disability Insurance		5,717.16	5,378.34	338.82
<b>TOTAL PAYROLL DEDUCTIONS</b>	<b>\$</b>	<b>\$ 504,495.99</b>	<b>\$ 504,157.17</b>	<b>\$ 338.82</b>
<b>TOTAL AGENCY FUNDS</b>	<b>\$ 18,773.96</b>	<b>\$ 579,504.72</b>	<b>\$ 575,575.84</b>	<b>\$ 22,702.84</b>