



Annual Report

1964 - 1965

THE FIRST YEAR - A FOUNDATION FOR CONTINUING SUCCESS

BRUNSWICK COLLEGE

BRUNSWICK, GEORGIA

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

"Serving the Golden Isles"

Community Relations

Introduction

The story of Brunswick Junior College emerging as a strong health Community type College offering a wide range of educational programs to citizens of all levels continues to be presented in a variety of ways ^{to} the Community. Internal Communications among students and ^{among} College personnel is ~~promoted~~ ^{provided} through several publications. Under direction of Mrs. E. K. Thompson extensive coverage College Literature and publicity

ANNUAL REPORT 1964-65

THE FIRST YEAR:
A FOUNDATION FOR CONTINUING SUCCESS

BRUNSWICK COLLEGE
BRUNSWICK, GEORGIA



Brunswick College

Brunswick, Georgia 31520

August 1, 1965

OFFICE OF THE PRESIDENT

Dr. George Simpson, Chancellor
University System of Georgia
244 Washington Street, S. W.
Atlanta 3, Georgia

Dear Dr. Simpson:

Brunswick College's Annual Report covering the period of operation from July 1, 1964 through June 30, 1965, is presented to you with pleasure. This report, a formal summary of the exciting activities and endeavors which occurred during this first year is titled: THE FIRST YEAR: A FOUNDATION FOR CONTINUING SUCCESS.

The college faculty assisted in the preparation of material. Administrative personnel coordinated and wrote the final draft. Dean Denton R. Coker compiled material on the academic program. Comptroller Gordon M. Funk prepared information on financial operations, buildings and grounds, and auxiliary services. Dean K. James McCaleb wrote about the wide range of student personnel services. Registrar Mrs. Embree S. Humphrey reported on student admissions and public relations. Library material was coordinated by Miss Martha Jane Morgan, new College Librarian, with the assistance of Mrs. Harriet Peters.

In a new institution where every event is done for the first time, a detail record is not feasible. Nor is it possible that adequate recognition be given to extensive contributions made by lay citizens, working cooperatively with College Personnel, to aid Brunswick College to maturity and to meeting levels of acceptability as an institution of higher education in the University System.

With much pride, and on behalf of our college faculty, this Annual Report is submitted to you.

Sincerely yours,

Earl F. Hargett
President

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INTRODUCTION

During this first year dramatic and exciting developments have occurred in all phases of college endeavors. An enrollment of 269 freshman level students launched the college on September 25, 1964, to its first year of operations.

The strong enthusiastic support of lay citizens living in the Brunswick and Golden Isles area continues to be heartwarming. The Glynn County School Board, under the direction of Superintendent Ralph Hood and his colleagues, provided temporary facilities and helpful assistance throughout the year. Former Regent James Gould, Jr., continues his enthusiastic support and was honored by election to the Chairmanship of the proposed Brunswick College Foundation. Individuals, civic organizations, and business and industrial firms shared some of their financial resources with the college during the year.

The herculean efforts of cooperative people are now visible in the college curriculum of programs and courses; in increasing student enrollment; four handsome college buildings and the beginning of a magnificent campus; a well qualified faculty supported by a strong administration; and the tangible aspects of students transferring from Brunswick College to other institutions of higher learning for successful continuance of their studies.

Of the original college teaching faculty none are leaving and a number of new persons, with excellent qualifications, have been selected to join the faculty ranks. A turnover in administrative personnel was encountered during the year. Dean Pope Duncan accepted the presidency of South Georgia College and moved to that position of leadership in December. Miss Kathleen McCormick, Registrar, accepted a proposal of matrimony and left the college in May to journey to Majuro in the Marshall Islands. Mrs. Eugenia Babylon, Librarian, and Mr. Douglas Hall, Director of Maintenance, completed their one year contract on June 30th.

Two new administrative positions were established for the coming year. Mr. Walter Sistrunk will occupy the position as Director of Continuing Education and Mr. John Adams has been named as Counselor for the college.

The college has shifted to a pattern of divisional organization in its academic program and designated divisional chairmen for business administration, humanities, natural science, and social science.

For the expanding Sophomore year, and for starting the new curriculum of chemical technology, six new faculty persons have been employed in the areas of English, literature, secretarial science,

general business, political science, and women's physical education.

Brunswick College was dedicated by Governor Carl E. Sanders and the Regents to the Youth of Georgia on October 21, 1964. This special service, attended by more than 2,000 people, signified to the public the reality of this college and gave visible evidence to the dreams long cherished by Glynn County citizens.

Much has been accomplished this first year. A proper foundation has been constructed for continuing progress of Brunswick College. The college has achieved those expectations as expressed by Brunswick citizens, and has raised its sights to higher levels of service. It truly believes in providing EDUCATIO PRO CIVITATE for all the people living in the Golden Isles area of Georgia.

ACADEMIC AFFAIRS

Faculty

During the first academic year the Brunswick College Faculty was composed of eleven full-time members and one part-time member. Their names, ranks, degrees and professional organization memberships are as follows:

Miss Betty J. Altman, Associate Professor of Mathematics, A.B. and M.A., is a member of the Georgia Education Association, National Education Association, Georgia Mathematics Council, National Council of Teachers of Mathematics, and the Mathematical Association of America.

Mr. Urban S. Anderson, Associate Professor of Modern Languages, B.A. and M.A.

Mr. Joe F. Decker, Instructor in History, B.S. and M.S.

Mr. James Ferguson, Jr., Lecturer in Psychology (one quarter), B.S. and M.S., is a member of American Psychological Association, Georgia Psychological Association, and the Illinois Psychological Association.

Mr. Allen R. Gann, Instructor in History, B.A., B.D., Th.M., candidate for Ph.D.

Mrs. Mary Hart Gash, Assistant Professor of English, A.B. and M.A., is a member of Phi Beta Kappa, Delta Kappa Gamma, The Association for the Gifted, American Association of Junior Colleges, and the National Council of Teachers of English.

Mrs. Rosalie Sutton Gormly, Associate Professor of Mathematics, B.S. and M.S., is a member of Delta Kappa Gamma, American Association of University Women, National Education Association, Georgia Education Association, Georgia Mathematics Council, and Mathematical Association of America.

Mr. John Winchester Hamilton, Associate Professor of Physics, B.S. and M.S.T., is a member of Georgia Academy of Science and the American Association for the Advancement of Sciences.

Mr. Frank Hammond, Assistant Professor of Physical Education, B.S. and M.Ed., is a member of the Georgia Association of Health, Physical Education and Recreation.

Mrs. Helen Gillespie Hood, Assistant Professor of English, B.A. and M.A., is a member of the National Council of Teachers of

English, Georgia Council of Teachers of English, and Delta Kappa Gamma.

Mr. John E. Morris, Professor of Chemistry, B.S. and M.S., is a member of the Georgia Academy of Science.

Mr. Walter Guy Rivers, Associate Professor of Biology, B.S. and M.A., is a member of the Association of Southeastern Biologists, the Georgia Academy of Science, the National Association of Biology Teachers, the Botanical Society of America, and the American Institute of Biological Science.

The members of the faculty have made the following plans for educational advancement:

Miss Betty Altman plans to attend the summer session at the University of Georgia in 1966 to begin work on a doctorate in the teaching of Mathematics, a new program recently instituted at the University.

Mr. Urban S. Anderson plans to attend a University in Germany studying musicology, with emphasis on either the opera of Wagner and Strauss, 19th Century German Literature, or Sociology.

Mr. Joe F. Decker plans to take a leave of absence for the academic year, 1966-67, to begin work on a Doctor of Philosophy degree with a major in American History.

Mr. Allen R. Gann plans to return to the University of North Carolina during the summer of 1965 to complete 12 more hours of graduate study on Ph.D. program.

Mr. Frank Hammond plans to attend the University of Georgia when their doctoral program is approved. He also hopes to attend the annual Georgia High School Coaches Clinic to be held in Atlanta the first week in August.

Mr. Walter Guy Rivers hopes to take a leave of absence and enter the Florida State University or the University of Miami in the Fall of 1966 to begin work on a doctorate in Marine Ecology.

New personnel secured to fill the needs for additional faculty members for 1965-66 include the following:

Mr. Lynn C. Dickerson, Chairman of the Humanities Division and Associate Professor of English, B.A. University of Richmond, B.D. and Th.M. Southeastern Baptist Theological Seminary, and a candidate for the Ph.D at Emory University.

Mr. Charles L. Downs, Instructor in History; B.A., George Washington University; and M.A., Florida State University.

Col. Hugh M. Garner, Chairman of the Business Administration Division and Assistant Professor of Business Administration. B.S., Georgia Tech.; and M.B.A., Harvard Business School.

Mr. William C. Hendrix, Lecturer in Art, graduate of Schools of Art in Atlanta, New York, and Cleveland; widely known for his work as a professional artist and teacher.

Mrs. Mary W. Lang, Assistant Professor of Physical Education; B.S., University of Georgia; M.Ed., University of Georgia.

Miss Lois Pope, Assistant Professor of Business Administration; B.S., Women's College of Georgia; and M.S., University of Tennessee.

Miss Betty Jo Strickland, Assistant Professor of English; A.B., Georgia State College for Women; and M.Ed., Smith College.

During the academic year of 1964-65 there were no replacements, retirements, or deaths in the faculty.

There were no members of the faculty on leave during the year.

There were no members of the faculty who received degrees during the year, but the following were engaged in advanced graduate study:

Mr. A. R. Gann completed six hours of graduate work at the University of North Carolina in the summer of 1964 on his program of work toward the Ph.D. in History.

Mr. John Hamilton completed nine hours of graduate work in Nuclear Physics at the University of Missouri School of Mines and Metallurgy in the summer of 1964.

Mr. John Morris participated in a summer Institute in Chemistry for College Teachers of Chemistry, supported by the National Science Foundation, and held at the City College of New York, July 6 to August 14, 1964.

No members of the faculty were engaged in research or published books or articles during the year.

Average number of equivalent full-time teachers engaged in teaching during the regular session --- 11.

Brunswick College opened for the first time in the Fall of 1964. Therefore, there are no statistics covering a Summer Quarter.

During the 1964-65 academic year the administrative officials gave full time to starting the operation of the college and were not assigned to teach. Plans call for them to give one-third of their time to teaching in the new year. All teaching was done by the teaching faculty during this first year.

The number of faculty members in each rank and the average salaries on a nine months basis are as follows:

<u>Rank</u>	<u>No.</u>	<u>Average Salary</u>
Professor	1	\$7500.00
Associate Professor	5	6980.00
Assistant Professor	3	6300.00
Instructor	2	5300.00

Average teaching faculty salary for 1964-65	\$6536.37
Proposed average teaching salary for 1965-66	\$7200.00

Faculty Workload

Individual Faculty and Class Size

Teacher	Av. Student Load Per Qtr.	Av. Contact Hrs.Per Wk.	Av. Credit Hrs. Taught Per Wk.	Av. Weighted Student Hrs. Per Qtr.	Av. Class Size
ANDERSON	33	16.6	16.6	166.6	10
GASH	77	15	15	385	25.6
HOOD	56	15	15	280	18.6
DECKER	88	15	15	443	29.5
GANN	84	14.6	15	420	28
HAMMOND	139	15	12.6	234	19
ALTMAN	41	15	15	206	13.8
GORMLY	54	15	15	273	18.2
HAMILTON	30	18	15	150	10
RIVERS	43	19	15	218	14.5
MORRIS	34	20	15	171	11

Overall average class size 18.1

Division and Class Size

Division	No. of Instructors	Av. Weighted Student Hrs. Per Instructor Per Qtr.	Av. Contact Hrs. Taught Per Instructor Per Qtr.	Av. Credit Hrs. Taught Per Instructor Per Qtr.	Av. Class Size
HUMANITIES	3	277	15	15	17.8
NATURAL SCIENCES	5	204	17.4	15	13.6
SOCIAL SCIENCES	3	366	15	15	23.4

Appraisal of the Teaching Staff

In the summer of 1964 eleven outstanding teachers were selected to be the first teaching faculty at Brunswick College. All of them more than met the requirements for faculty members of the Board of Regents of the University System of Georgia. In addition to having the necessary academic qualifications, nine members of this first faculty brought an aggregate of 138 years of teaching experience to Brunswick College. Seven of the original eleven had a total of 41 years of teaching experience at the college level. All of the eleven had master's degrees when they were appointed to the faculty; one had more than three years of graduate training; two had more than two but less than three years of graduate training; and nine had between one and two years of graduate training.

In spite of all the frustrating experiences that normally accompany the founding of a new school, the new faculty members were soon working together as a team providing a quality educational experience for the first student body. Some of the areas in which they demonstrated exceptional ability are as follows:

All but two had had teaching experience. Therefore the first classes were taught at a level that would compare favorably with the freshman classes in the best colleges and universities in the nation. Course plans including objectives, study guides, textbooks, learning experiences, and evaluation procedures were already developed to a remarkable degree. The students detected immediately that they were under the guidance of experienced teachers. The teaching-learning experiences of the first year, as judged by the best of standards, appear to be of very high quality.

In addition, the faculty members took their places on college committees with enthusiasm and spent many hours working at

developing policies and procedures, working out new curriculums and courses, and planning bulletins and other academic materials that were needed in the development of the college.

All of the faculty members went far beyond the call of duty in sponsoring student organizations, guiding in the development of the college newspaper, assisting the students in the production of the first annual, and participating in many other extra-curricular activities.

Almost all of the faculty members also found time to participate in the many professional organizations in which they hold memberships.

One of the most outstanding contributions of the new faculty was in the area of community activities. Many of them became members of the civic clubs, churches, and other organizations in the area. Others contributed by making speeches to Parent-Teacher Associations, civic clubs, teachers' groups, and other community groups. Fortunately the community appreciated the coming of the college, and many opportunities were extended the faculty to participate in community life. In a very short time most of the citizens of the area had been made aware of the plans and procedures for the development of the college through the outstanding work of the faculty members.

In every way the work of the faculty during the first year of the life of the college would have to be judged outstanding, and plans were made during the year for a second year in which the achievements in all these areas should be even greater.

Summer Session

The Summer Session of 1965 promises to be surprisingly strong. Two hundred students enrolled making it approximately the same size as the Spring Quarter. The number of transient students and the number of students enrolled in developmental or "on trial" courses has contributed to the size of the enrollment.

Ten faculty members have been employed for the Summer Quarter, two of them to teach a full load of 15 quarter hours and the others approximately two-thirds of a full load. Twenty-three courses are offered beginning at 7:30 A.M. each day and at night on Mondays and Thursdays.

Curriculum

Prospects for the second academic year at Brunswick College appear very bright. The following factors contribute to this optimistic perspective:

In its second year of operation Brunswick College will be moving up to the offering of sophomore level courses.

Approximately 90 new courses have been added to the curriculum.

In addition to the Associate in Arts and the Associate in Science curriculums, the Associate in Business Administration and the Associate in Applied Technology degrees will be offered beginning in the Fall Quarter. These technical programs are designed to prepare young people to go directly into a field of work upon graduating from Brunswick College.

Seven new faculty members will be joining the present eleven in the fall bringing the number of full-time teaching faculty members to eighteen. In addition five of the administrators will devote approximately one-third of their time to teaching.

In moving into the offering of sophomore courses it is anticipated that the enrollment will be increased to between 400 and 500 students.

Although the academic needs can be anticipated more exactly after the time of registration for the second academic year, the following ones are already apparent:

With the increased enrollment and the addition of new curriculums additional faculty members will be needed in each division.

New physical facilities are desperately needed at present for physical education courses and will be needed after one more year in other areas.

An Associate Degree Nursing Program is very much in need in the Golden Isles Area at the present; and we hope to be in the position of offering such a program in 1966.

One course in art will be offered in the Fall Quarter of 1966, but there is a great need for an immediate development of work in the fine arts including art, music, and drama.

Southern Association Candidacy for Membership

From the beginning Brunswick College has sought to follow the proper procedure to full accreditation by the Southern Association of Colleges and Schools at the very earliest possible time. More than a year before the first class met at Brunswick College correspondence was conducted with Messrs. Gordon W. Sweet and Joe B. Ezell of the Commission on Colleges of the Southern Association of Colleges and Schools seeking their guidance in meeting the requirements.

President Hargett attended the meeting of the Southern Association of Schools and Colleges in the summer of 1964 at Louisville, Kentucky, in which he secured further information about meeting accreditation requirements.

Copies of the "Standards for Colleges" and "An Outline of Procedures for Achieving Recognition as Candidate for Membership" published by the Southern Association of Colleges and Schools were secured and an intensive study of them was made.

In June of 1965 a "Preliminary Report for Institutions Applying as Candidates for Membership" was completed and submitted to the Southern Association of Colleges and Schools. Immediately, Mr. Joe B. Ezell, Assistant Executive Secretary of the Commission on Colleges of the Southern Association of Colleges and Schools, indicated the application had been received and was in good order. He stated that Brunswick College was in the position to have a committee visit the campus in the fall of 1965 to evaluate the college in terms of the "Standards for Colleges."

Introduction

Student Personnel Services has developed a solid foundation from which a variety of cultural, informational, social, and leisure type activities for all students and faculty of Brunswick College have emerged during the year.

Many precedents and the formation of traditions have begun in his first year of operation.

Social and leisure activities have included local dance bands playing in the student center, Christmas and Spring formals on campus, weiner roasts, faculty-student softball games, and a variety of intramural activities on and off campus.

Most of the student body live within commuting distance and student participation is highest when activities are held during daylight hours. Activities are worthwhile if students enjoy and gain useful experiences while under the supervision of responsible persons. As college enrollment increases, different types of activities will increase, and the Student Personnel Services will endeavor to serve these interests.

Counseling and guidance have been available on a limited basis. A strong image of service to the individual has been formed which will be strengthened and emphasized with the student body, faculty and the lay public.

One of the major obligations of any personnel services staff is to acquaint everyone with what this service endeavors to accomplish. This task was presented in several methods.

First, administrators and faculty members received a broad overview to the objectives, goals, and services. This was done in a faculty orientation conference held before the Fall Quarter. During each quarter continued personal contact was made with each faculty member to develop a mutual understanding of the program and also to strengthen rapport. A good working relationship has been developed between Student Personnel Service staff and the faculty.

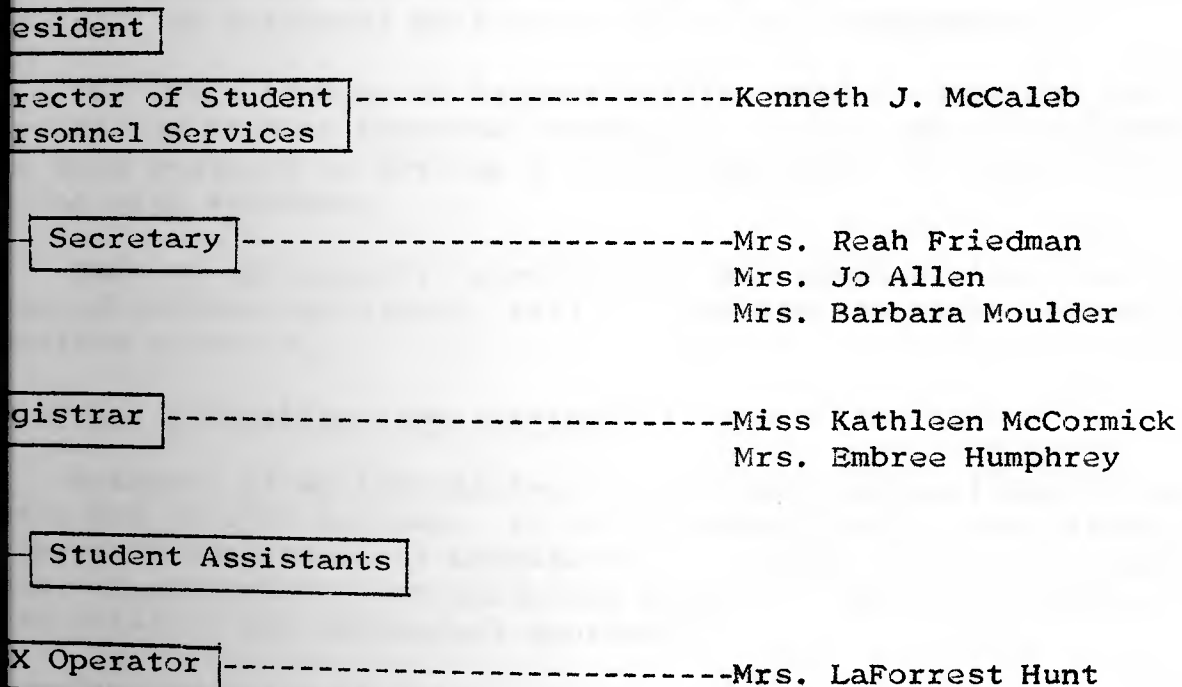
Second, student orientation was conducted as a continuing process. The beginning of new-student week in the Fall Quarter was the prime time to introduce the students to college life and policies. It was believed this was important because most students have not been exposed to counseling and guidance services during high school.

Third, student in-service sessions were set up during each quarter that included study habits, student handbook review, club introductions, test interpretations, and the opportunity to talk about college life. A variety of arrangements were made so that all students also had an opportunity to benefit from those sessions. A major problem encountered was that of not having a central location where all incoming freshmen and transfer students could meet at one time. Room 120 in the academic building was used, but it is most inadequate; the student center has been used to some advantage. A large area to accommodate the student body is not only desired but necessary in the near future.

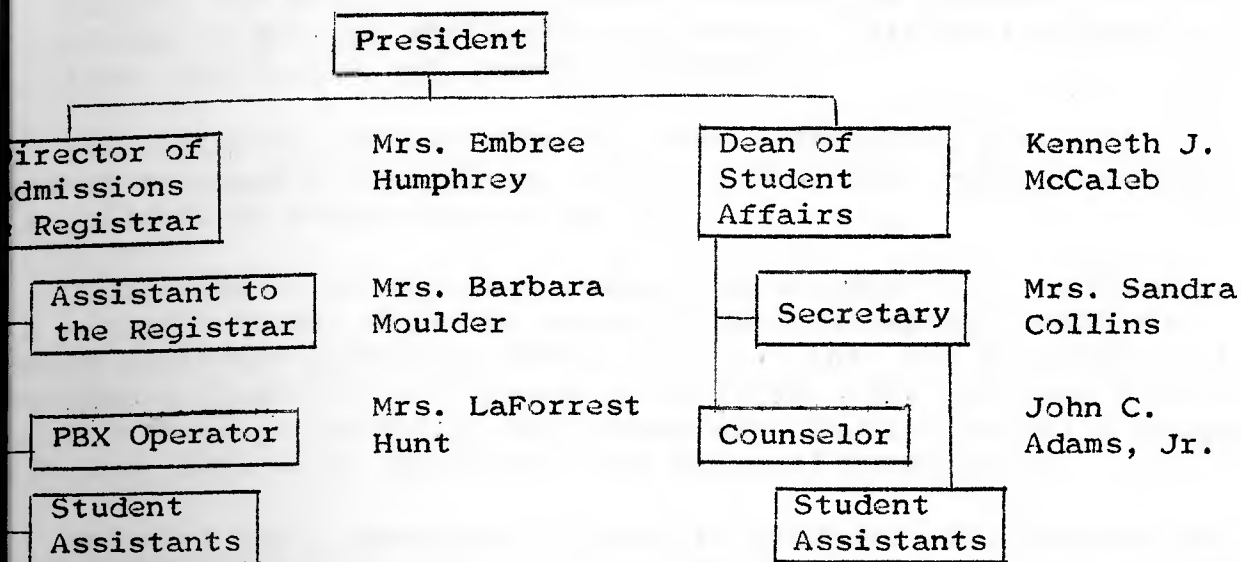
In-service programs were also arranged with the Dean of Academic Affairs for the faculty. Such programs included advising on curriculum choices based on requirements of senior institutions, grading practices, test scores and their meaning, class profiles, and other subjects that the administration or faculty wanted to discuss.

Organizational Structure

During 1964-65 the following chart was in effect:



The increased work load in Student Personnel Services has resulted in a reorganizational shift for the year 1965-66. Beginning July 1, 1965, the following chart will become effective:



The Registrar will also assume the title of Director of Admissions; an assistant will be added to this department.

The title of Dean of Student Affairs will replace the one of Director of Student Personnel Services. Also a qualified counselor has been employed to develop a counseling center to conduct counseling with students.

This re-arrangement, when taking into consideration the increased college enrollment, will provide the assistance needed to function properly.

Guidance, Counseling, and Testing Services

Guidance is an informative type of service available to students and faculty members. It is provided to help each person understand environmental conditions that exist and how to cope with them. Guidance has been conducted primarily in group sessions but also utilizes the individual approach.

Some examples of guidance services during the year are as follows:

The American Cancer Society presented a four day program on campus consisting of films and lectures.

The student library committee presented a film and discussion during National Library Week.

Student body meetings were held when needed, or requested, to clarify situations and provide new directives on matters concerning the entire student body.

Parents and prospective students visited the Student Personnel Office to discuss application procedures, transfer possibilities, curriculum, and college in general.

The Registrar and Director of Student Personnel Services together averaged fifteen inquiries each day which were classified a guidance or counseling situation.

Counseling is viewed as a student-centered activity conducted on a personal basis, with the counselor who attempts to help the student ascertain problems, develop insight into his problems, and determine methods for arriving at a solution. The approach used at Brunswick College varies in accordance with the individual's unique abilities, interests, aptitudes, and personal preferences.

The need for a counseling center is evident. The foundation for its development has been constructed and will get underway this coming year under the supervision of Mr. John Adams who has compiled a fine academic and professional record as a counselor. Mr. Adams will receive his doctorate from Florida State University in August '65.

The testing program at Brunswick College has several major purposes:

To place the student in courses appropriate to his present level of ability.

To assist the student in evaluating his strengths and weaknesses, thereby better enabling him to make realistic plans for the future.

To provide prospective students with the opportunity to take required entrance examinations on the campus on special testing dates.

During 1964-65 Brunswick College was designated as an Institutional Testing Center for giving Scholastic Aptitude Tests (S.A.T.) College Entrance Examination Board; this has been extended for the 1965-66 year. Before each quarter students planning to enter Brunswick College were given the opportunity to take the S.A.T. to meet entrance requirements.

The American College Testing (A.T.C) program has also designated Brunswick College as a national testing center for the coming year.

Future plans include testing on group and individual basis. As the college enrollment increases, the demand for more refined sectioning of students for honors and developmental courses will result in student group testing before each registration.

The testing center, operated in conjunction with the counseling center, provides each individual an opportunity to learn about strengths and weaknesses through different types of tests. Test results are explained and solutions or avenues explored in counseling sessions.

There is a possibility of developing the Brunswick College Counseling Center into a department providing testing and counseling services to area high schools, prospective students, adults, and the college faculty. One could visualize the center as becoming a local center for such activities for Southeast Georgia.

Faculty Advisors

Each student at Brunswick College is assigned a faculty advisor. The advisor's role is to assist the student in course selections and discussions concerning the choice of a major field. Generally, students who pre-selected a major field are assigned a professor who either majored in that field or has added knowledge about the major. The Registrar appoints an equal number of students to each advisor. This past year each advisor had approximately nineteen advisees.

Pre-advisement Week is held two to three weeks before the end of a quarter so students may pre-enroll for classes for the following quarter. In-service programs on advisement were presented to help eliminate misunderstandings, unbalanced enrollment in classes, and some confusion as to what senior colleges require. Also each student was made aware that the counseling center was available for help in answering questions that the advisor could not.

Student Activities

A major goal of the Student Personnel Office during the premier year was to develop all kinds of student activities from the embryonic stage into a functioning activity.

Developing a full program of extra-curricular activities for the student body, which is a commuting group, proved to be an interesting challenge. Intramural sports were provided for the athletically motivated; lecture and fine arts series for the culturally inspired; dances, formals and get-togethers for the socially inclined; and academic clubs organized to allow the educationally interested to further delve for truths. Admission to all campus activities were free to students and their guests.

The Director of Student Personnel Services was assisted by many of the faculty, without whom many activities or projects would never have materialized into a successful beginning this year. These people are recognized in other sections of this report.

Student social activities were planned with several objectives in mind. First, to present activities on a collegiate level. Second, to present new and stimulating events which were probably not experienced by the student before entering college. Third, to space the presentation of activities on the college calendar so as to provide variety, appropriate use of themes, maintain budget control, and continually develop student interest and participation.

Highlights of the activities of each quarter are listed below:

All Quarter

- September New-Student Orientation Week followed by the Lion's Stomp-- an all-school informal get-together
Organizational meetings of clubs, student publications and intramurals
- October Intramural touch football league formed
Live band for weekend dance
Student Government election of temporary officers
Student Government provided student guides for Brunswick College Dedication and Open House
Science-Math Club organized
Student Center formally opened
Dr. Claude Thompson, Emory University, guest lecturer.
Mr. C. E. Tyler, President of Brunswick Concert Series and Island Players, guest speaker
Record Hop
Yearbook staff organized
Newspaper staff organized
Campus weiner roast and folksinging party
- November Contest for naming of yearbook
Student Government Constitution approved by general election
"Forty-niner" Dance
Student Library Committee organized
Mr. Bill Hendrix, art lecturer
Science-Math Club, Dr. B. Jennings discussed open-heart surgery and showed a heart operation film.

ember

Mr. Greg Colson, pianist, presented program titled
"Piano Plus Personality"

Student Government elections

Freshman Class elections

Christmas Formal -- "Twilight Under the Stars"

Queen	Brenda Ward	Escort	Billy Shoemaker
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Attendant	Sarah Gibson		George Jones
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	Mary Ann Rogers		Henry Edwards
--	-----------------	--	---------------

	Charlotte Whitley		Marc Hartman
--	-------------------	--	--------------

Twilight Breakfast at The Ranch

Symposium: "Communication Through Education" conducted
by three young married couples who are college
graduates

nter Quarter

bruary

Intramural bowling began at the Bowlarena

Intramural weight lifting club formed

Mrs. Chase S. Osborn, guest lecturer, discussed the
Federalization of NATO

Informal dance on campus

bruary

American Cancer Society film showings of, "Is Smoking
Worth it?" and "Time and Two Women"

Right Reverend I. Noland, Bishop Coadjutor of Louisi-
ana, guest lecturer

All-school hayride hosted by Student Government

Science-Math Club, Mr. Jake Leonhardt of Babcock &
Wilcox, guest speaker

rch

Circle K. Club formed on campus

Glynn Academy Seniors invited as guests to college
dance

Area high school seniors invited as guests to college
dance

Cadwallader Washburn Night--Lectures and exhibit of
etchings and paintings of Mr. Washburn who is
recognized as the world's greatest living etcher.

ring Quarter

ril

Mr. Paul Anderson, the world's strongest man, was a
guest speaker with a weight lifting demonstration
on campus. Glynn County students were invited as
guests.

Religion and Life Week. Guest lecturers were Rabbi
Greenwald, Father Burkort, and Rev. Griffith

Record Hop

Student Lyceum formed. First guest speaker was Rev. J. C. Hope, local NAACP president
Science and Math Club met at Glynco NATTC to study computers

Chess and checkers tournament

Student Body Meeting presented Miss McCormick with engraved tray; received colored photograph of the Academic Building from Mr. Gil Tharp; and received a \$100 check for student publications from Alpha Chi Chapter of Sigma Beta Epsilon

Faculty-Student softball game

Circle K Dance. Miss Angela AuClaire crowned Campus Beautification Queen

Science-Math Club, Mr. Rod Scott of Brunswick Pulp & Paper Company, guest speaker

Return Faculty-Student softball game. Picnic supper served in Student Center following the game

Student Lyceum meeting with college administration as panel to answer students' questions

Mr. Bill Hendrix, art lecturer

Spring Formal -- "Days of Wine and Roses"

Spring Princess -- Gail Vann

Attendants -- Mary Ann Rogers, Charlotte Whitley, SuAnn Barton, Connie Walters, Helen Whittle

Circle K Dance -- (Held at Aquarama on Jekyll Island)

Circle K Sweetheart -- Mary Ann Rogers

Attendants -- Brenda Ward, Charlotte Whitley, Angela AuClaire

Mr. Bill Hendrix, art lecturer

Mr. and Mrs. Urban Anderson, Mr. and Mrs. Joe Decker, Mr. and Mrs. Randy Gann, and Mr. and Mrs. John Hamilton assisted in chaperoning at college activities. Mr. and Mrs. John Morris also assisted and took photographs which were used in the newspaper and the annual. Mr. Funk was cooperative in making arrangements for use of facilities and food services. Attendance by the entire faculty at all activities was excellent.

Student Publications

Brunswick College got off to a rousing start its first year in student publications. Faculty advisors, working with freshmen students, did a tremendous job in developing working teams to publish a newspaper and an annual. The college can now proudly say, "Look what our students did the first year Brunswick College was in operation!"

The Student Handbook was developed by the director, with assistance of other administrative officers, before the Fall Quarter began. A revision and updating of new regulations is now underway with comments and suggestions being provided by the Student Government. Plans are to have the second edition lithographed and more comprehensive as a guide for the student body.

The Lion's Tale was picked as the banner for the student newspaper. Twelve editions were published under the capable leadership of Professor Guy Rivers. The first edition was mimeographed but the last eleven were lithographed. As the staff matured the paper increased in size from four pages for the first edition to eight pages for the last edition. Plans now are to publish two editions during the Summer Quarter of 1965.

The Lion's Lair, a student directory, was produced in the Fall Quarter by the Student Government. It contained a listing of Brunswick College students, their home address, and telephone number. This coming year revisions will be made each quarter.

The Crest, Brunswick College Yearbook, under the faculty leadership of Mrs. Mary Gash with assistance from Mrs. Helen Hood, Mr. Joe Decker, and Mr. John Morris, was produced by a small dedicated group of students who met difficult deadlines throughout the school year. Mr. Gil Tharp, Sea Island photographer, did outstanding camera work for the annual, and presented a framed color photograph of the Academic Building to the college for permanent display. The Crest was presented to the college faculty, the student body, and local dignitaries in a formal student body meeting on April 2, 1965. A copy of the yearbook will be sent to the University of Minnesota to be judged nationally with other college annuals.

Student Clubs

Some student clubs were organized by the middle of the Fall quarter and continued throughout the year. The purpose of each club was stated in its constitution and by-laws and each had a faculty sponsor. Following is a list of clubs active in 1964-65, officers during the year, and those elected for 1965-66:

Bowling League
President
V. President
Sec.-Treas.

1964-65 Officers
David Paulding
Charlotte Whitley
Larry Woolley

Faculty Sponsor
Mr. Hammond in cooperation with the Brunswick Bowlarena

<u>Circle K</u>	<u>1964-65 Officers</u>	<u>1965-66 Officers</u>	<u>Directors</u>
Pres.	Larry Woolley	Pinky Pearson	Quentin Sweat
V. Pres.	David McDonald	Roy Rose	Billy Shoemaker
Sec.	David Paulding	Alan Wilkinson	John Stubbs
Treas.	Kip Fisher	Ralph Cowden	Jonathan McDonald
Sponsors: Mr. John Cowden of Brunswick Kiwanis Club and Mr. Hammond			

<u>Student Government</u>	<u>1964-65 Officers</u>	<u>1965-66 Officers</u>
Chairman (Fall-Wntr)	Tommy Persons	Jonathan McDonald
V. Chairman	Helen Whittle	Roy Rose
Sec.	Charlotte Whitley	Marsha Moore
Treas.	Cynthia Caples	Connie Walters

<u>1964-65 Senators</u>	<u>1965-66 Senators</u>
Quentin Sweat	Judy Walker
Judy Walker	John Stubbs
Billy Shoemaker	Jerry Harper
Marsha Moore	Don Croft

Sponsor: Mr. McCaleb

<u>Freshman Class</u>	<u>1964-65 Officers</u>
President	Jonathan McDonald
V. President	Sara Andrews
Secretary	Angela Andrews
Treasurer	Mary Ann Rogers
Sponsor: Mr. McCaleb	

Student Lyceum

Group participation, rather than elected leaders, provided an informal arrangement for Lyceum programs and permitted a temporary chairman to be appointed for each meeting.

Sponsors: Mr. Gann, Mr. Decker

Student Library Committee

Chairman	Jimmy Hunter	
	Angela Andrews	Linda Rieck
	Connie Walters	Cynthia Caples
	Melba Stephens	Bill Steed
Sponsor:	Mrs. Babylon	

Science-Math Club

President	<u>1964-65 Officers</u>
V. President	Larry Woolley
Secretary	George Jones
Treasurer	Mary Ann Rogers
Sponsor: Mr. Hamilton	Gary Rowe

Weight Training Club

No elected officers. The club conducted a bench press contest during the Winter Quarter. Sponsor: Mr. Hammond

Student Intramural Sports

Since no organized inter-collegiate sports were offered at Brunswick College during its first year, a seasonal intramural program was provided; using the limited facilities on campus. Trophies were presented to the winners of each sport that was offered at Brunswick College this year. Teams winning softball and touch football have large traveling trophies on permanent display in the college bookstore.

Touch football was played on the old fairgrounds field on Tuesdays and Thursdays at 4:00 P.M. Student intramural managers assisted Mr. Decker, Mr. Hammond, and Mr. McCaleb in refereeing. The Rolling Stones, captained by Jonathan McDonald, won the football trophy.

During the Winter Quarter, a bench press contest was held and small individual trophies were presented in nine weight divisions.

<u>Weight Division</u>	<u>Winner</u>	<u>Weight Lifted</u>
Heavyweight	Jesse Jackson	208
191	Don Croft	300
177	Danny Bryant	204
157	Tommy Harvey	250
167	John Stubbs	245
147	Tony Russo	190
137	Mike Rudd	170
130	Randy Rabon	140
123	Eddie Roberts	125

Intramural bowling was held at the Bowlarena during the winter months and trophies were presented to the following winners.

<u>High Game</u>	<u>Male</u>	<u>Series</u>
251	Phil Worthington Bill Jones	604
<u>High Game</u>	<u>Female</u>	<u>Series</u>
218	Connie Gibbs Judy Walker	569

The Spring Quarter found intramural softball being played twice a week with umpiring being done by student intramural managers. Andy Raybon's team won the championship trophy which was not decided until the last game was played.

The chess and checkers tournament was held during Spring Quarter with individual trophies for the winners who were:

Checkers

1st Place: Ronald Harris
2nd Place: James Bonds

Chess

1st Place: Bill Jones
2nd Place: Larry Woolley

During the month of May the faculty fielded a softball team. They lost the first game by a 30-16 count to the student team, but, two weeks later the faculty roared back with a 12-run last inning rally to trounce the students 17-16. By far these two games developed more school spirit and participation than any other event on campus.

Cultural Events

Development of a cultural series at Brunswick College was promoted using several approaches. First, a lecture series was held with guest speakers coming to the campus and presenting interesting points of view. Second, a series of artists' lectures and exhibits were presented on campus. Third, music presentations were offered.

One problem faced in presenting a program on campus is the lack of an adequate stage, seating, and equipment. Of concern is the limited funds available to stage live programs. Outside ticket sales revenue cannot be counted on because all of the student body cannot be seated let alone trying to provide for the number of lay public who desire to attend. A need is quite evident for an auditorium or other large building which can house a large audience and cater to a variety of talents.

The first year on campus lecturers and other presentations included:

- Mr. Paul Anderson, world's strongest man
- Mr. Bill Hendrix, Director of Glynn Art Center (3 lectures)
- Dr. Claude Thompson, Professor of Religion, Emory University
- Bishop Noland of the Episcopal District of Louisiana
- A symposium titled "Communication Through Education"
- Art show and lectures recognizing Cadwallader Washburn as world's greatest living etcher.

Discussion of Federalization of NATO by the Secretary for North America -- Mrs. Chase S. Osborn

Mr. Greg Colson, pianist

Religion and Life Week -- Guest Speakers were Rabbi Greenwald; Father Burkort, S.M.; and Rev. Griffith

During the year students commented that events held during the morning activities period did not provide adequate time to the program. For 1965-66 a sixty minute activities period may eliminate this concern.

Student Government

The purpose of the student government is to promote an official student voice to foster greater interest in student affairs and to work cooperatively with the administration and faculty in the development of the college.

In the Fall Quarter Student Government and Freshman Class elections were held. Elected officials for 1964-65 are listed under Student Clubs. Students elected for 1965-66 are:

Student Government

Chairman

V. Chairman

Secretary

Treasurer

Officers

Jonathan McDonald

Roy Rose

Marsha Moore

Connie Walters

Senators

Jerry Harper

Don Croft

John Stubbs

Judy Walker

Sophomore Class

President

V. President

Secretary

Treasurer

Officers

Pinky Pearson

Brenda Ward

Mary Ann Rogers

Charlotte Whitley

Difficulty caused the first chairman of Student Government to resign for the Spring Quarter. The Vice-Chairman and the Senators were able to pursue a number of projects. A Constitution was developed by a committee headed by Larry Woolley. The Social Activities Committee was in the capable hands of Nancy Blackerby. The Student Discipline Board composed of Chairman Helen Whittle and members Roy Rose, Eddie Roberts and David Paulding were judicious in several discipline cases heard during the year.

Annually, the Christmas Formal is sponsored by the Sophomore Class, and the Spring Formal by the Freshman Class. Other dances and activities not sponsored by a student organization were hosted by the Student Government.

Student Placement Services

The need of a placement service for on and off-campus employment has become quite evident this first year by the volume of requests from community agencies needing part-time student help. Many inquiries by students have been logged by the Student Personnel Office. In most situations selection of students for job interviews and off-campus has gone to those students who needed financial assistance, had the desire to work part-time, and possessed abilities and aptitudes that the position required. In a few cases, campus openings have been offered to students who possessed a unique ability or trait that no other qualified student who needed employment could offer.

This past school year students have been successfully employed on campus as library assistants, laboratory assistants, faculty aides, part-time secretaries, clerks, intramural managers, and snack bar helpers.

Place of college students' employment in off-campus situations include Hardee's, Chandlers's, Friedman Jewelers, Sears, Woolworths, Fran's Drugs, Southern Gas Company, Jekyll Island Authority, motels, and jobs by sitting, and jobs that lasted only a few hours. Often students obtained leads to a part-time position and the Director of Student Personnel Services then supplied information or gave character recommendations.

The College Work-Study Program to employ 20 students was approved for Brunswick College for the Summer Quarter 1965. A proposal for the academic year 1965-66 has been submitted and approval could be forthcoming.

A growing function of Student Placement Services is that of maintaining a list of off-campus housing for students who are not living at home. Many private home owners have listed vacant rooms they desire to rent to college students.

The possibility of private investors constructing dormitories near the campus has been a topic of considerable discussion.

Student Financial Assistance

Brunswick College has supplemented educational expenses of many of its students. Financial assistance has been in the form of tuition scholarships, workships, and loans. Through the generous donations of local civic clubs, industries, and interested citizens twenty-eight scholarships were made available for the 1964-65 college year. Some of these were under college control while others were awarded by the contributor with the assistance of the local high school guidance office. In addition, funds were made available from

Several state and federal agencies to qualified students. (A listing of donors is presented in the Business and Campus Affairs section of this report.)

During the 1964-65 academic year, thirty-five students received some form of financial assistance which amounted to \$3,515.00. All applicants for financial assistance were reviewed by the Student Financial Assistance Committee. Awards were granted to those who qualified academically and demonstrated a financial need as revealed in a confidential statement submitted to the committee. The committee discontinued several grants to students who were placed on academic probation for the second consecutive quarter. These grants were then given to other worthy applicants.

During the middle of the Winter Quarter, requests for financial assistance became more frequent because students saw their summer earnings were not going to last until June. Many of these students were given a campus workshop or recommended to off-campus employers. The College Work-Study Program will provide campus employment for the most deserving, and regular campus jobs will also be available to those who wish to do part-time work.

Loans available during the academic year were small in amounts and extreme selectivity was used in choosing recipients. The college had no direct control on any loan funds during the year. Several local groups have made loan funds available for the coming year which the college will administer. The State of Georgia has also initiated a very attractive loan program for students.

The fear of taking out loans to invest in one's education is subsiding. Some parents are still not willing to co-sign a loan for their son or daughter because too much self reliance is expected. The new arrangement in many loans, where a student assumes responsibility for re-payment or work obligations, has provided the opportunity for a number of students to continue their education in spite of financial hardships.

Prospects and Needs of Student Services

The opportunities to better inform people in the Golden Isles area of Brunswick College and its endeavors present a strong challenge. As the college grows in student enrollment and offers a variety of programs, a public relations person will need to be added to the staff. Mrs. Humphrey has done a fine job, but her work load is increasing and assistance in public relations will be necessary.

Public relations should be developed to its fullest so that the college image will be better known to everyone. This might be done by providing more articles to local and area newspapers and developing a radio program.

The Comptroller has recommended physical remodeling changes in the Student Personnel Offices and Registrar's work area which will be of prime importance in the overall efficiency of these offices.

Improvement of off-campus housing facilities so that area students will stay in town at least four nights a week is desired. Brunswick College has lost several prospective students because off-campus housing is not of the same quality as found at other colleges.

Development of a full scale counseling center for students and faculty, prospective students and parents, high school counselors and administrators is needed. Efforts toward developing a center will be enhanced by the addition of a professional counselor who starts employment on August 1, 1965.

A small collection of educational and vocational material has been started in the College Library. This should be enlarged with current material each year.

Student publication areas in the student center were equipped with mostly borrowed furniture and equipment. A proposed remodeling plan, along with the purchase of needed equipment, should meet most of the needs of the student staff.

The darkroom in the student publication room is now using equipment belonging to a student. By the end of the coming year, many of the photography stock items will be replaced with equipment purchased from student activity funds. A procedure manual of equipment-use and supply-checkout will be perfected.

A policy statement on student publication standards needs to be developed. Material has been received from other Universities which will be used as guidelines in establishing publication standards for Brunswick College.

Group guidance techniques will be utilized in promoting better study habits for students. From these meetings other areas of interest may evolve which will be used as themes for future meetings. A by-product may result in group counseling sessions.

The enforcement of proper student parking on campus will be a major project this coming academic year. Student car registration will be required at the beginning of each quarter. Bumper decals will be used for all student, faculty and staff vehicles. With 24-hour campus security and the installation of the central lighting system parking problems will be minimized.

Students want to participate in extra-curricular college activities. A variety of social, athletic and cultural activities will be provided during the college year. Students, once exposed to other wide ranges of activities show a genuine interest and intellectual curiosity. The major problem is in trying to provide a rounded program on a limited budget.

ADMISSION AND REGISTRATION OF STUDENTS

Average and Cumulative Enrollment

Brunswick College opened its doors for the first time in September, 1964, with 269 students participating in orientation and registration.

Since there had been no previous summer session, the Fall quarter was considered as the "on trial" period. Of the initial 269 students 50 entered on probation. There were 11 withdrawals; 65 ended the quarter on probation; 21 were continued on probation and 24 were excluded. At the end of the Fall Quarter 10 who entered on probation were restored to good standing; 23 made the Dean's List, and 12 the Special Dean's List (enrolled in 10 quarter hours and part-time employed).

With 18 entering Freshmen, 29 transfers, and the regular students the total registration figure for the Winter Quarter was 225. Of these 8 withdrew, 22 were placed on first probation; 52 continued on probation, and 7 were excluded. Winter Quarter 13 students were restored to good standing, 27 made the Dean's List, 7 the Special Dean's List.

With 7 entering freshmen, 48 transfers, 15 transient and special students, and 124 regulars, the Spring Quarter ended with an enrollment of 194. Statistics for this quarter show that 29 were excluded, 24 continued on probation, 13 were placed on probation, and 25 went from probation to good standing. Spring Quarter 29 students made the Dean's List and 8 the Special Dean's List.

Interesting statistics show that of the original 269 students, 124 remained through the first three quarters. Ten were on the Dean's List for the three consecutive quarters.

The cumulative enrollment for the three quarters was 688, with a quarterly average of 229.

During this first year application, registration and permanent record forms were developed under the guidance of Miss Kathleen McCormick who served as registrar until May 1, 1965. She was succeeded by Mrs. Embree Humphrey. Miss McCormick, working closely with officials of the University System, was also responsible for establishing temporary procedures for admissions, acceptance and rejection of applicants, evaluation of transfer credits and registration.

Student Enrollment For the Academic Year by Classes

	FALL				WINTER				SPRING			
	DAY		NIGHT		DAY		NIGHT		DAY		NIGHT	
	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women
Freshmen	106	49	19	13	94	43	12	8	73	42	13	3
Transfer	23	15	12	5	18	12	13	3	25	9	10	4
Transient	3	0	13	5	2	0	1	1	3	1	3	0
Auditor	0	3	1	6	2	4	0	1	1	2	1	1
Special	0	1	0	0	1	1	1	0	0	1	2	0
Total	132	68	45	29	117	60	27	13	102	55	29	8
Quarter Total	FALL 274				WINTER 217				SPRING 194			
Grand Total	685											
VETERANS	FALL 22				WINTER 2				SPRING 4			
NON-RESIDENTS	20				8				5			

Quarter Hours

The number of quarter hours for which students were registered during each quarter totaled 8,964. Breaking enrollment down by quarters we find:

Fall - 3,422
Winter - 2,901
Spring - 2,641

Summer, 1964

Since the college did not open until September, 1964, no courses were offered during the Summer.

Class Enrollment by number of students and number of classes

FALL 1964						
Number of Students per class	0-10	11-20	21-30	31-40	41-	
Number of Classes	8	13	14	3	1	T 39
WINTER 1965						
Number of Students per class	0-10	11-20	21-30	31-40	41-	
Number of Classes	9	17	5	5	1	T 37
SPRING 1965						
Number of Students per class	0-10	11-20	21-30	31-40	41-	
Number of Classes	12	19	6	6	0	T 43

Academic Work

A total of 62 students were excluded because of academic deficiencies during the three quarters:

Fall - 24
Winter - 7
Spring - 29

Grade Distributions

Final Grades were distributed during the 1964-65 year in the following manner:

FALL QUARTER

SUBJECTS	A	B	C	D	F	WP	WF	I	AUD.	TOTAL
Acad. + P.E.	83	244	200	111	80	21	6	18	7	770
%	10.77	31.68	25.97	14.41	10.83	2.72	.77	2.33	.90	
Acad. only	66	147	170	108	80	18	2	18	7	616
%	10.71	23.86	27.59	17.53	12.98	2.92	.32	2.92	1.13	

WINTER QUARTER

SUBJECTS	A	B	C	D	F	WP	WF	I	AUD.	TOTAL
Acad. + P.E.	77	222	178	75	61	10	6	12	7	648
%	11.88	34.25	27.46	11.57	9.42	1.54	.93	1.86	1.09	
Acad. only	53	132	164	75	61	7	5	10	7	514
%	10.31	25.68	31.90	14.60	11.86	1.37	.97	1.94	1.37	

SPRING QUARTER

SUBJECTS	A	B	C	D	F	WP	WF	I	AUD.	TOTAL
Developmental		7	3	2					1	13
%		53.85	23.07	15.39					7.69	
Acad. + P.E.	81	195	195	58	41	18	6	5	1	600
%	13.50	32.50	32.50	9.66	6.84	3.00	1.00	.84	.16	
Acad. Only College Credit	65	133	158	51	41	17	3	4	1	473
%	13.75	28.11	33.40	10.79	8.67	3.59	.64	.84	.21	

Role of the Library

The role of the library in the college is unique because it is the one place on the campus where all areas of knowledge are represented. Through books and other materials the library supports the curriculum and culturally and intellectually stimulates both faculty and students. The junior college library also accepts a limited responsibility for providing recreational reading materials. The ultimate goal of the library is to assist students in learning how and where to locate and use the various types of information --- encouraging as much independence as possible.

Library Facilities

The Clara Wood Gould Memorial Library is housed in a beautiful new building in the center of the campus. It is well lighted, well ventilated, and adequately planned for use and for the work which is essential to an expanding collection. There is one large reading room enclosed by the reference collection, an unusually attractive area for periodicals, and the open stacks, which house the general book collection. Several individual and group study rooms, a rare book room, and the Brunswick College Showcase, complete the main library facilities.

There are two workrooms which are used for the unpacking, processing, and inventorying of the various materials and equipment which come into the library. The librarian's office has glass partitions on two sides which provide for supervision and coordination of all activities carried on in the library.

The rare book room has certainly had the enthusiastic and active support of the community, with various individuals and organizations adding to that collection. The Brunswick Rotary Club has established a Georgia Historical Collection for the College, presenting us with a number of books as well as a sum of cash for future purchases. Many individuals have given gifts --- books and magazines.

The Brunswick College Showcase furnishes a vital link between the college and the community cultural life. It was initiated with the showing of a number of etchings and paintings by Cadwallader Washburn, climaxed by "Cadwallader Washburn Night", March 11th. His prominence was attested to by the warm reception which his work received from many cultural centers throughout the country. Local artists whose works have been exhibited in the Showcase during the year include: Mildred Huie, Selma Shelander, Elo Johnson, and Marja Albright. A special note of appreciation is made to Mrs. Mildred

Huie for her work in coordinating the exhibits by the various local artists.

Collection of Materials

The collection, of approximately 3500 books, 130 periodicals, and 10 newspapers, was selected with care from standard sources in the field of librarianship, from professional journals, and recommendations of faculty and students. The college administration advocates the development of a strong library collection and an active library program, as evidenced by the formation of a faculty library committee from the very beginning of the library's operation. Mr. John Morris has served as chairman of this committee, with the assistance of Dr. Coker, Mr. Decker, Mrs. Hood, and the librarian. A student library committee was formed during the first year of the library's operation, with James Hunter serving as chairman. Both of these committees were very important in the development of collection and selection policies for the library. The book collection has grown during the past year and will continue to grow in size, range of topics covered, and quality of materials.

Collection Statistics

Total number of books as of June 30, 1964	556
Total number of books added July 1, 1964--June 30, 1965	<u>2,953</u>
Total number of books as of June 30, 1965	3,509

Breakdown of Collection:

		General	Reference
General Works	000	60	103
Philosophy	100	148	10
Religion	200	66	18
Social Sciences	300	434	72
Language	400	39	31
Pure Science	500	235	44
Technology	600	130	27
The Arts	700	193	32
Literature	800	401	59
History, Geography, Travel & Biography	900	843	92
	Total	<u>2,549</u>	<u>488</u>

The Staff

Members of the library staff are all qualified by education, experience, and enthusiasm to serve in their varied capacities. The librarian functions as a resource person by obtaining and locating various materials and information needed by faculty and students.

During New Student Week, the librarian and staff will provide all students with a general orientation to the library -- its materials and services. A library handbook, primarily intended for student use, was compiled in the Fall Quarter. Plans are made to revise this handbook, retaining the basic core of information which it provides. Student assistants have added much to the effectiveness of the library's operation during the year. A serious endeavor will be made toward providing a richness of working experience for these students, with the objective of this experience making them more effective students.

Use of the Library

The library is used by faculty and students. The library also cooperates with the local public schools, the public library, industrial and business organizations, and the general public. Unfortunately, due to the size of the collection and the comparative newness of the library, the services to these groups must be limited. During the year, the library experimented with various schedules in regard to hours of operation. During the Winter Quarter the present hours were established. These are:

Monday and Thursday	8:00 A.M. - 9:00 P.M.
Tuesday and Wednesday	8:00 A.M. - 5:00 P.M. 7:00 P.M. - 9:00 P.M.
Friday	8:00 A.M. - 5:00 P.M.
Saturday	10:00 A.M. - 2:00 P.M.

The library is open a minimum of sixty (60) hours per week.

Library Usage Statistics

Number of Patrons (February - June 1965)

Month	Day	Evening	Total
February	3,160	205	3,365
March	2,261	59	2,320
April	2,417	84	2,538
May	2,358	442	2,800
June	953	275	1,228
Total	11,149	1,065	12,251
Averages*	2,229.8	213	2,450

*(For this five-month period)

Circulation Statistics

Circulation by Months (September 1964 - June 1965)

September	15	February	484
October	223	March	452
November	309	April	821
December	206	May	681
January	372	June	269

TOTAL 3,832

Average* 383.2

*(For this ten-month period)

Circulation by Subject Areas (February - June 1965)

	<u>General Works</u>	<u>Philosophy</u>	<u>Religion</u>	<u>Social Sc.</u>
Feb.	3	49	16	27
Mar.	7	19	8	52
Apr.	11	9	10	149
May	6	19	25	101
June	6	24	5	21
TOTAL	33	120	64	350
Average	6.6	24	12.8	70

	<u>Language</u>	<u>Pure Science</u>	<u>Technology</u>	<u>The Arts</u>
Feb.	1	54	15	31
Mar.	3	71	17	28
Apr.	1	80	17	23
May	1	75	20	34
June	0	31	13	8
TOTAL	6	311	82	124
Average	1.2	60.2	16.4	24.8

	<u>Literature</u>	<u>Geog. & Travel</u>	<u>Biography</u>	<u>Periodicals</u>
Feb.	43	13	22	20
Mar.	36	27	12	16
Apr.	68	37	26	46
May	49	26	20	70
June	6	9	13	23
TOTAL	202	112	93	175
Average	40.4	22.4	18.6	35

	<u>Pamphlets</u>	<u>Fiction</u>	<u>Rental Coll.</u>	<u>History</u>
Feb.	6	50	53	69
Mar.	7	28	47	79
Apr.	28	26	25	265
May	21	33	38	143
June	4	21	49	34
TOTAL	66	158	212	590
Average	13.2	31.6	42.4	118

Expenditures

Books and other Materials (July 1, 1964 - June 30, 1965)

Books purchased from <u>Alanar</u>	\$ 16,653.10	
Other Books	2,375.12	
<u>McNaughton</u> (rental of books)	320.00	
Newspapers	240.15	
Periodicals	184.39	
	<hr/>	\$ 19,772.76

Supplies and Services 1,025.25

Personnel Services

Librarian and Assistant Librarian	10,120.00	
Student Assistants	573.57	
Part-time Assistants	511.60	
Mrs. Franks		
Mrs. Rayburn		
Mrs. Tommey		
	<hr/>	<u>11,205.17</u>

GRAND TOTAL \$ 32,003.18

During the year citizens and groups in the college area have donated money for purchase of materials; several hundred books and magazines; paintings; etchings; and other materials to the library.

BUSINESS AND CAMPUS AFFAIRS

Introduction

Brunswick College has operated under a fairly strict budget for its first year-- a budget that permitted a good beginning, but compelled personnel to be frugal. Brakes had to be applied at points but not to the extent that any permanent damage or major deterrent to objectives has been experienced.

The following information, contained in comments and statements, reflects in summary the business and fiscal status of Brunswick College.

Finances

From an examination of the section on Financial Reports it is evidenced expenditures in the Current Fund were within budget allocations and approximately \$22,000 is being carried forward to 1965-1966 operations.

Auxiliary Enterprises (Bookstore and Snack Bar)

With a small operation it is evident there is no reason to apologize for the auxiliary operations. Some \$15,000 of Educational and General funds were borrowed to begin operations. As of June 30, 1965, \$10,000 was repaid and inventories of some \$6,108.36 have been accumulated.

Sales of \$24,583.97 produced a net profit of \$1,292.58 or 5.26%. This allows establishment of the required 5% reserve for the first year of operation. They said it couldn't be done -- but, in this first year it has been done.

Plans for future sales potential and services to the faculty and student body are, and will continue to be, made as time goes along. More items are being bought to expand the merchandise available for sale. More courses in the curriculum mean more textbooks and parallel materials to be procured. Used-books will continue to present a challenge as to capital and physical storage. Better utilization of limited space in terms of merchandising and display will continue to present problems which require time and study.

Maintenance

Since all facilities are still under warranty, Brunswick College has not been faced with any major repair items. Competent maintenance supervision and a capable staff have been recruited to begin the second year's operation.

Custodial assistance has been somewhat of a problem, but indications are that this matter is being solved by being more selective and increasing the wage scale.

New Construction

During the fiscal year 1964-65, Brunswick College has been able to effect a contract for a Central Lighting System. Work is nearly complete as of June 30. This project will cost approximately \$11,000.

The beginning of another major project, a Campus Landscape Plan, was initiated during 1964-65. This plan nears completion, and a small amount of work has been done. Some 12,000 feet of Centipede grass sod have been installed on campus. Further work is planned for the new year.

Needs

In the area of physical plant perhaps the most critical need is a Gymnasium. The next most urgent need beyond present means is funds to implement the over-all landscape plan. Funds are in hand to attend to most needs in the area of furniture, equipment, and machinery for present buildings and operations. Funds for several minor alterations required in the new year seem to be adequately funded at this time.

Financial ReportsStatement of Income and Expenses
(For Period Ended June 30, 1965)

	1964-65 BUDGET AMENDED	1964-65 ACTUAL	1965-66 APPROVED BUDGET
INCOME:			
<u>Student Fees:</u>			
Application Fee	2,000.00	3,140.00	-0-
Matriculation Fee	27,000.00	26,408.00	48,375.00
Non-Resident Fee	1,980.00	1,045.00	1,800.00
Student Fees - Other	<u>250.00</u>	<u>388.00</u>	<u>1,500.00</u>
Total Student Fees	31,230.00	30,981.00	51,675.00
<u>Other Internal Income</u>	<u>-0-</u>	<u>713.38</u>	<u>300.00</u>
Total Internal Income	\$ 31,230.00	\$ 31,694.38	\$ 51,975.00
<u>State Appropriation</u>	<u>220,000.00</u>	<u>220,000.00</u>	<u>305,000.00</u>
Total	\$251,230.00	\$251,694.38	\$356,975.00
<u>Cash from Prior Year</u>	<u>24,268.98</u>	<u>24,268.98</u>	<u>22,112.50</u>
TOTAL INCOME ALL SOURCES	<u><u>\$275,498.98</u></u>	<u><u>\$275,963.36</u></u>	<u><u>\$379,087.50</u></u>
EXPENDITURES:			
<u>Administration</u>			
Office of President	\$ 20,460.16	\$ 20,321.21	\$ 20,800.00
Office of Comptroller	15,959.27	15,830.45	16,205.00
Office of Registrar	<u>9,580.73</u>	<u>9,538.91</u>	<u>13,630.00</u>
Total	<u>\$ 46,000.16</u>	<u>\$ 45,690.57</u>	<u>\$ 50,635.00</u>
<u>General Expense</u>			
Faculty and Staff Benefits	\$ 9,440.83	\$ 8,250.70	\$ 12,115.00
General Institutional	<u>7,325.00</u>	<u>6,985.65</u>	<u>9,585.00</u>
Total	<u>\$ 16,765.83</u>	<u>\$ 15,236.35</u>	<u>\$ 21,700.00</u>

	1964-65 BUDGET AMENDED	1964-65 ACTUAL	1965-66 APPROVED BUDGET
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EXPENDITURES (Continued)

<u>Student Welfare</u>			
Dean of Student Affairs	\$ <u>12,160.16</u>	\$ <u>11,797.72</u>	\$ <u>14,650.00</u>
<u>Plant Operations</u>			
	\$ <u>44,819.00</u>	\$ <u>37,370.12</u>	\$ <u>55,376.00</u>
<u>Library</u>			
	\$ <u>31,978.50</u>	\$ <u>31,896.25</u>	\$ <u>19,635.00</u>
<u>Instruction</u>			
Dean of Academic Affairs	\$ 19,822.30	\$ 18,807.02	\$ 18,200.00
Division of Bus. Admin.	-0-	-0-	18,675.00
Division of Humanities	19,525.00	19,358.72	47,406.00
Division of Natural Sciences	54,285.09	53,085.18	56,172.00
Division of Social Sciences	18,825.00	18,631.34	46,401.00
Total	\$ <u>112,457.39</u>	\$ <u>109,882.26</u>	\$ <u>186,854.00</u>
<u>Central Stores</u>			
	\$ <u>687.20</u>	\$ <u>1,513.21</u>	\$ <u>-0-</u>
<u>Extension and Public Services</u>			
Director of Continuing Ed.	\$ <u>-0-</u>	\$ <u>-0-</u>	\$ <u>7,125.00</u>
<u>Contingency Fund</u>			
	\$ <u>10,630.74</u>	\$ <u>-0-</u>	\$ <u>1,000.00</u>
GRAND TOTAL EXPENDITURES	\$ <u>275,498.98</u>	\$ <u>253,386.48</u>	\$ <u>356,975.00</u>

Auxiliary Operations

	1964-65 ACTUAL	1965-66 APPROVED BUDGET
INCOME:		
Sales	\$ 24,583.97	\$ 40,000.00
Less:		
Cost of Goods Sold	<u>16,448.06</u>	<u>27,950.00</u>
GROSS PROFIT	<u>\$ 8,135.91</u>	<u>\$ 12,050.00</u>
OPERATING COSTS:		
Personal Services	\$ 5,417.33	\$ 8,696.00
Operating Supplies & Expenses	791.30	654.00
Travel	-0-	200.00
Equipment	<u>634.70</u>	<u>500.00</u>
Total	<u>\$ 6,843.33</u>	<u>\$ 10,050.00</u>
NET PROFIT	<u>\$ 1,292.58</u>	<u>\$ 2,000.00</u>

Cash Gifts Received
July 1, 1964 - June 30, 1965

Donor	Designation	Amount
Home Builders Association	Library Books	\$ 300.00
Woodbine Ladies Club	B.C. Loan Fund	10.00
Board of Regents	Scholarships	1,700.00
Bowlarena	Trophy	36.46
Brunswick DAR	Scholarships	185.00
Delta Theta Sigma Sorority	Scholarships	345.00
Alpha CHI Chpt., Beta Sigma Phi	Equipment, Student Activities	100.00
B&W - Work Mgmt. Group	Scholarships	165.00
Brunswick Optimist Club	Scholarships	250.00
Glynn County Ed. Asso.	Scholarships	300.00
Glynn Academy Sr. Class '65	Student Loans	150.00
Brunswick Rotary Club	Historical Bks. & Artifacts	260.00
Various	B.C. Athletic Asso.	50.50
Brunswick Kiwanis Club	Scholarships	500.00
Total Cash Gifts		<u>\$ 4,351.96</u>

Gifts Other Than Cash
July 1, 1964 - June 30, 1965

Donor	Designation	Market Value (Estimate)
Sears, Roebuck Company	Discount on Tools	\$ 1,000.00
Mrs. Cadwallader Washburn	2 Etchings	100.00
Mrs. A.N. Shelander	1 Painting	200.00
Mrs. John C. Huie	1 Painting	100.00
Mrs. Vara A. Majette	1 Painting	25.00
Various Donors	Bks., Mags, & Subscriptions	831.50
Moore Homes, Inc.	1 Display Case	75.00
Roy Norman	2 Potentiometers	400.00
Mr. Taylor Zachry, Sr.	Shrubbery	200.00
Faculty & Staff - M.H. Thompson	College Seal	175.00
James D. Gould, Jr.	Portrait	250.00
State Highway Dept.	8 Light Poles Complete	2,400.00
Various Donors	Potted Plants	150.00
Total Estimated Value, Gifts Other Than Cash		5,906.50

Personnel Inventory

Academic Personnel in the Employment of the College on June 30, 1964:

Pope A. Duncan	December 31, 1963
Eugenia R. Babylon	March 1, 1964
Kathleen A. McCormick	April 1, 1964
Gordon M. Funk	May 15, 1964
Earl F. Hargett	June 16, 1964

Employment and Changes During the Fiscal Year:

<u>Month</u>	<u>Employed</u>	<u>Ceased Employment</u>
July	Kenneth J. McCaleb John W. Hamilton	July 1 July 1 None
Aug.	None	None
Sept.	Betty J. Altman Urban S. Ander on Joe F. Decker John E. Morris Allen R. Gann Mary H. Gash Rosalie Sy Gormly Frank Hammond Helen G. Hood Walter Guy Rivers John W. Ferguson	Sept. 1 Sept. 1 Sept. 1 Sept. 1 Sept. 1 Sept. 1 Sept. 1 Sept. 1 Sept. 1 Sept. 1 (Temporary - Sept. 24 - Dec. 18)
Oct.	None	None
Nov.	None	Pope A. Duncan Nov. 30
Dec.	None	None
Jan.	Denton R. Coker	Jan. 1 None
Feb.	None	None
Mar.	None	None
Apr.	Embree S. Humphrey	Apr. 26 None
May	None	Kathleen A. McCormick May 30
June	Betty Jo Strickland	June 11 Eugenia R. Babylon June 30

Academic Personnel in the Employment of the College on June 30, 1965:

*Eugenia R. Babylon ✓	Mar. 1, 1964
Gordon M. Funk ✓	May 15, 1964
Earl F. Hargett ✓	June 16, 1964
Kenneth J. McCaleb ✓	July 1, 1964
John W. Hamilton X	July 1, 1964
Betty J. Altman X	Sept. 1, 1964
Urban S. Anderson X	Sept. 1, 1964
Joe F. Decker X	Sept. 1, 1964
John E. Morris X	Sept. 1, 1964
Allen R. Gann X	Sept. 1, 1964
Mary H. Gash X	Sept. 1, 1964
Rosalie S. Gormly X	Sept. 1, 1964
Frank Hammond X	Sept. 1, 1964
Helen G. Hood X	Sept. 1, 1964
Walter Guy Rivers X	Sept. 1, 1964
Denton R. Coker ✓	Jan. 1, 1965
Embree S. Humphrey ✓	Apr. 26, 1965
Betty Jo Strickland (Summer) ✓	June 11, 1965

*Completed contract this date

Non-Academic Personnel in the Employment of the College-June 30, 1964:

Gail G. Williams	Jan. 9, 1964
Faye H. Barber	Apr. 6, 1964
Harriet D. Peters	Apr. 15, 1964

Employment & Changes During Fiscal Year - Non-Academic Personnel

<u>Month</u>	<u>Employed</u>	<u>Ceased Employment</u>	
July	Anne E. Wilkes	July 15	None
	Reah P. Friedman	July 20	
Aug.	Douglas L. Hall	Aug. 11	None
Sept.	Judith A. Sledge	Sept. 8	
	Evelyn I. Drawdy	Sept. 11	None
	Amos Jerry Hicks	Sept. 16	
	John B. Wilcox	Sept. 16	
	LaForrest J. Hunt	Sept. 21	
	Robert L. Lambert	Sept. 21	
	Alvin Troy Sweat	Sept. 23	
Joe L. Hines	Sept. 29		
Oct.	Sidney Roberts	Oct. 5	Alvin Troy Sweat Oct. 7
	Buckley E. Tipton	Oct. 6	Sidney Roberts Oct. 9
	Mary E. Williams	Oct. 12	
	Jerry Rutledge	Oct. 14	

Employment & Changes - Non-Academic Personnel (Continued)

<u>Month</u>	<u>Employed</u>		<u>Ceased Employment</u>	
Nov.	Herbert S. Goodbread	Nov. 6	Joe L. Hines	Nov. 12
	Willie L. Nails	Nov. 23	Amos Jerry Hicks	Nov. 16
Dec.	Solomon Byrd	Dec. 1	Gail G. Williams	Dec. 4
			Robert L. Lambert	Dec. 30
Jan.	Lester Blue	Jan. 4	Lester Blue	Jan. 15
	Donna Jean Gregory	Jan. 12	Jerry Rutledge	Jan. 20
	Johnny Bryan	Jan. 28		
Feb.	William E. Jones	Feb. 4	Mary E. Williams	Feb. 3
	Mary C. Wilkes	Feb. 8		
Mar.	Jo Helen Allen	Mar. 15	Reah P. Friedman	Mar. 9
			Johnny Bryan,	Mar. 25
Apr.	Veronica S. Thomas	Apr. 12	William E. Jones	Apr. 1
			Mary C. Wilkes	Apr. 9
			Jo Helen Allen	Apr. 30
May	Barbara P. Moulder	May 1	None	
June	Verna L. Westbury	June 7	Judith A. Sledge	June 4
	Owen W. Billingsley	June 7	Donna J. Gregory	June 11
			Douglas L. Hall	June 30

Non-Academic Permanent Personnel in the Employment of the College on June 30, 1965:

Faye H. Barber	Apr. 6, 1964
Harriet D. Peters	Apr. 15, 1964
Anne E. Wilkes	July 15, 1964
*Douglas L. Hall	Aug. 11, 1964
Evelyn I. Drawdy	Sept. 11, 1964
John B. Wilcox	Sept. 16, 1964
LaForrest J. Hunt	Sept. 21, 1964
Buckley E. Tipton,	Oct. 6, 1964
Willie L. Nails	Nov. 23, 1964
Herbert S. Goodbread	Nov. 6, 1964
Solomon Byrd	Dec. 1, 1964
Veronica S. Thomas	Apr. 12, 1965
Barbara P. Moulder	May 1, 1965
Verna L. Westbury	June 7, 1965
Owen W. Billingsley	June 7, 1965

*Completed contract this date.

Non-Academic Temporary Personnel in the Employment of the College
on June 30, 1965:

Alberta Spaulding	Nov. 23, 1964
Ella Toomey	Apr. 3, 1965
John W. Porter	Apr. 26, 1965
Z.W. Bolton	May 8, 1965
Mitchell McGowen	May 24, 1965

PUBLIC RELATIONS

Introduction

Brunswick College endeavors to tell its students and the public what the college is, what it offers, who performs the multitude of tasks, and the clientele for whom the college provides its educational program. In this first year an unusual amount of time has been devoted by all college personnel in trying to develop various documents -- college catalog, course schedules, general information brochures, handbooks, manuals, and an assortment of other types of publications as a means of providing a common frame of reference pertaining to all phases of college operations. The following listing of publications developed this year, and the variety of other endeavors oriented toward promoting public relations, serves as a reminder that much has been done, but many tasks remain to be completed.

Student Publications

College Newspaper --- The Lion's Tale was published 12 times during the year. The first copy was mimeographed, the others were lithographed. All editions were four pages in length except the eleventh which was six and the final edition of eight pages. The newspaper was published under the faculty sponsorship of Professor Guy Rivers. Miss Mary Ann Rogers was the editor-in-chief.

College Annual - The Crest, 92 pages in length and featuring the historical Marshes of Glynn, was dedicated and presented to the student body on April 2, 1965. Mrs. Ralph Hood and Mrs. Tom Gash provided faculty sponsorship. The editor was Miss Charlotte Whitley, and the photographer Mr. Gil Tharpe.

Student Directory - The Lion's Lair, a 21-page monograph, contained the names, addresses, and telephone numbers of all the members of the Brunswick College student body. It was published by the Student Government under the sponsorship of Student Personnel Director James McCaleb.

News Releases

News releases were sent regularly to newspapers and radio stations in Brunswick and the surrounding areas. Releases covered such subjects as the appointment of new personnel; enrollment; registrations; gifts; honors; financial aid funds; speaking engagements and conferences attended by administrative personnel and faculty; and student and faculty activities that have taken place on campus.

College Publications

A brochure, Brunswick College Bulletin, Volume I, Number 2, was published in July 1964. It was prepared for mailing to adults in the community and designed to interest them in the possibility of enrolling in the college for part-time or full-time study.

In February 1965 Brunswick College Bulletin, Volume 1, Number 3, containing a short history of the charter class was distributed. This brochure gave a thumbnail description of the campus, the buildings and the creed of the college.

In April of 1965, the second College Catalog was produced. This publication, Brunswick College Bulletin, Volume 1, Number 4, a handsome document of 82 pages, has as its theme the historicalness of the Golden Isles which Brunswick College is privileged to serve. On the front of this bulletin is the picture of the college crest. The inside cover contains an aerial photograph of the college and its immediate environment. Five thousand copies of this bulletin were printed for distribution to citizens in the Golden Isles area.

Administrative Publications

Faculty Manual -- A reference manual prepared under the supervision of the Dean of Academic Affairs, Denton R. Coker, contained policies and procedures of Brunswick College as a means to orient the faculty to those aspects of the college that are particularly related to their life and work. This manual, a 43-page document, provides guidelines that may be followed in aiding Brunswick College to attainment of standards.

Project One: Planning for Superior Instruction -- Information about the first part of the Brunswick College Faculty In-Service Program, approximately 20 pages in length, was prepared by Dean Denton R. Coker. This proposed project was developed as a means of providing common points of reference for the faculty members in developing their educational program and teaching techniques.

Personnel Policies -- A 48-page document, developed by Comptroller Gordon Funk, presents those policies developed by the Regents of the University System of Georgia along with modifications, adaptations, and administrative policies at the institutional level. These statements are presented in the broadest possible language. They are to be used as a nucleus for detailed procedures manuals to be developed at departmental and specific job levels.

Job Classification Manual: Non-Academic Employees -- A manual, developed by Comptroller Gordon Funk, of 24 pages in length which sets forth the basis for establishing and maintaining salary and

wage rates for Brunswick College's non-academic employees. This endeavor describes each job or function at the college and, through evaluation of the activity or defining the duty, arrives at the worth of the position in relation to the total operation of the college. This system of evaluation of each position allowed establishing a range of pay which takes into consideration the training and experience necessary to employ a person in that position. In addition this procedure sets forth opportunities of reward for experience and performance by providing annual merit increases at the beginning of each fiscal year.

Library Handbook -- A 12-page document, developed by Mrs. Eugenia Babylon, sets forth the policies, procedures, and use of the Clara Wood Gould Memorial Library of Brunswick College.

Student Handbook -- A 36-page document, developed by Director James McCaleb of the Student Personnel Services Office, sets forth all of the administrative policies and regulations of Brunswick College pertaining to students and to student life on the campus.

T.G.I.F. -- An end-of-the-week mimeographed report prepared by the administrative offices summarizes and highlights the developments that have occurred during the week. It also sets forth the major activities which are scheduled for the coming week. This report is issued to all college personnel.

Administrative Council Minutes -- A mimeographed paper prepared after each Administrative Council meeting, normally conducted each Monday morning at 9:30 and attended by college administrators and representatives of the faculty, containing all of the proceedings of the meetings. This publication is distributed to all college personnel.

Committee Minutes -- The college has 10 standing committees which meet on a scheduled basis as set forth by the chairman of each committee. Minutes of each committee meeting are reproduced in mimeographed form and distributed to all college faculty.

Faculty Minutes -- The college faculty, including all teaching and administrative personnel holding academic and professorial rank, meet in regular monthly sessions to conduct college business in formal fashion. The minutes of such meetings are reproduced and distributed to all college personnel.

Civic Appearances and Memberships

During 1964-65 one of the chief functions of all personnel has been to disseminate information about Brunswick College to prospective high school graduating students as well as to the citizenry residing in the Golden Isles area. One of the chief means of such

dissemination of material has been by public appearances, on a voluntary basis and traveling at college expense, of all members of the academic and administrative staff. It has been estimated that college personnel made over 100 personal appearances to various civic organizations during the past year. Most of these appearances were in the form of speaking engagements concerning Brunswick College -- its aims and purposes.

During this first year faculty and administrative personnel began (or continued) active participation in community affairs by accepting membership in local chapters of classified international service clubs. These include Rotary (two memberships: one Brunswick; one St. Simons), Kiwanis, Exchange, and Pilot. The college is also represented by memberships in the Brunswick-Glynn County Chamber of Commerce and the Brunswick Press Club.

EDITORIAL

The Brunswick News - Monday, June 7, 1965

BRUNSWICK COLLEGE

Brunswick College has progressed in the span of a single year from meager beginnings in two prefabricated buildings on the Sidney Lanier Elementary School grounds to a modern campus bustling with the noblest type of activity known to man -- the process of learning.

After moving into additional temporary quarters on Gloucester Street, the college staff occupied the four air-conditioned buildings provided by education-minded Glynn County taxpayers on September 24, the day before classes began.

Freshman registration exceeded the most liberal predictions as 269 students entered on that momentous day last September. Of the original enrollment 197 students completed the first three quarters of studies.

As the college moves with its student body to sophomore subjects, Glynn County students who have attended college elsewhere are expected to swell second-year enrollment, along with graduates of area high schools. Summer school promises to find an enrollment of approximately 200.

It was an unusual first year for Brunswick College as activities and student organizations sprang to life sooner than normal for a college in its infancy. A "we-mean-business" atmosphere was prevalent.

Indeed, Brunswick College has become a meaningful and vibrant force in Glynn County life and an unparalleled new industry.

The News salutes the college, its administration, faculty, and student body for showing the State how a new institution of higher learning should be welcomed and nurtured into an influential factor in the community.

THE COLLEGE ORGANIZATIONAL STRUCTURE

College as a Unit of the University System

Brunswick College, a two-year unit of the University System of Georgia, has a philosophy which is student oriented and community centered. The college's endeavor is to assist each person who is of post-high school age level to pursue educational interests and objectives of their own choosing.

With the individual at the center of all college efforts, a set of objectives has been formulated and stated in terms of behavioral achievement desired in students after attending this institution. The objectives reflect the philosophy of the college. Brunswick College promotes these objectives through providing the following five functions:

Academic program which consists of both transfer type and occupational oriented curriculums;

Continuing education for adults on a non-credit and non-transfer basis;

Student affairs consisting of a wide range of services designed to enable each student to understand his assets and to develop himself in the best possible way;

Student activities consisting of a wide range of educationally related experiences which include clubs, organizations, publications, athletics, and student government;

Community services consisting of educationally related services contributing to the development and satisfaction of the cultural tastes and educational needs of citizens in the Golden Isles area.

To accomplish the objectives, in light of the philosophical beliefs and within the functions provided by the college, requires an organizational structure which prescribes authority and responsibility.

An organizational structure was devised which took into account that the President, designated as the chief executive officer by the Board of Regents, reports directly to the Chancellor of the University System. The design accepted the premise that the leadership of Brunswick College, working in concert with colleagues, prescribes the basic mission of the institution. A major factor taken into consideration was assuring that a logical sequence in decision

making processes for all persons was provided. Those persons who carry out decisions should participate in formulating policies which give direction to such endeavors.

The organizational structure for Brunswick College features six major areas of responsibilities organized under the supervision of the President. These six areas are:

All work pertaining to the academic program and to the teaching faculty is under the leadership of the Dean of Academic Affairs.

All activities and endeavors pertaining to students which take place outside the formal classroom setting are under the leadership of the Dean of Student Affairs.

Business operation, campus and plant management, and auxiliary service operations are under the management of the Comptroller of the college.

Ascertaining the admissibility of persons desiring to be admitted to Brunswick College and the keeping of those records of students who are enrolled in the college is the responsibility of the Director of Admissions and Registrar.

All programs of study and courses which are non-transferable and offered on a non-credit basis at Brunswick College are coordinated and promoted by the Director of Continuing Education.

The responsibility to obtain and coordinate the wealth of resource materials desired for the learning-teaching process is under the direction of the Librarian.

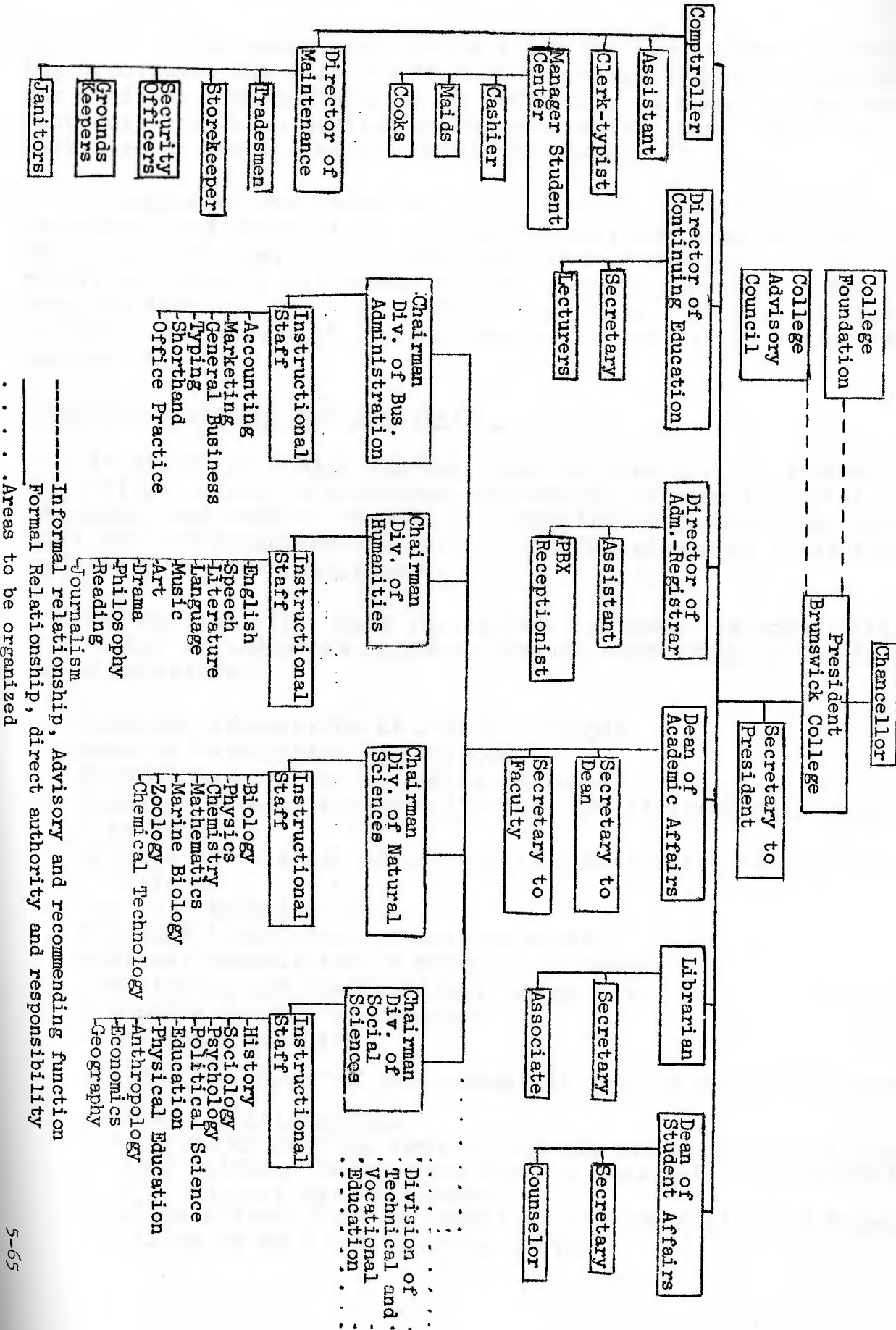
Specific duties of each of these administrative officers is described and will be presented in the near future in a Brunswick College Code of Statutes.

The college is academically organized into four divisions of business administration, humanities, natural sciences, and social sciences. A division of technical and vocational education will be added in the near future. Each division is headed by a chairman who reports to the Dean of Academic Affairs. Courses related in some general way are clustered under one of the four divisions.

The chart on the following page presents the organizational structure of Brunswick College. It shows the lines of authority and responsibility among administration, faculty, and staff members.

Regents: University
System of Georgia

ORGANIZATIONAL CHART
July 1, 1965



----- Informal relationship, Advisory and recommending function
 _____ Formal Relationship, direct authority and responsibility
 Areas to be organized

One of the chief problems in a new college is that of developing procedures and policies that guide all personnel in carrying out their professional duties as employees. A number of policy documents have been devised during this first year. These are referred to in the section on Public Relations.

A number of opportunities for individual participation in discussing and formulating college policies have been provided during this year. The major ways have been through monthly faculty meetings, weekly meetings of all administrative persons and representatives from the faculty, and ten standing committees. (A list of Brunswick College Committees with faculty members in each is presented in Appendix A).

Seeking Memberships and Approvals

To assure that high standards are set and quality achieved the college pursues a deliberate pattern of seeking recognitions, approvals, and working towards accreditation with agencies, associations, and organizations which prescribe standards of attainment applicable to this institution.

During this first year the college has achieved acceptability in a number of endeavors and has received membership in the following organizations:

- American Association of Junior Colleges
- Georgia Association of Colleges
- Georgia Association of Junior Colleges
- American Association of Collegiate Registrars & Admissions Officers
- Georgia Association of Collegiate Registrars & Admissions Officers
- American Alumni Council
- National Association of College Stores
- National Association of Educational Buyers
- Educational and Institutional Cooperative
- Brunswick Chamber of Commerce
- Brunswick Press Club

Additional evidence of achievement is that of approvals granted by:

- Veterans Administration
- U.S. Dept. of Justice, Immigration and Naturalization Services
- College Entrance Examination Board's designation of Brunswick as a national testing center
- American College Testing Corporation's designation of Brunswick College as an A.C.T. testing center.

Under sponsorship by the University of Georgia, the college is listed in the American Association of Collegiate Registrars' and Administrative Officers' 1964-65 handbook.

The college is seeking accreditation with the Southern Association of Colleges and Schools. A reviewing team will be on the campus of Brunswick College in the Fall of 1965 to ascertain if Brunswick College meets requirements for the status of "Candidacy for Membership" in the Southern Association of Colleges and Schools.

COLLEGE RELATED CITIZENS' GROUPS

The citizens of the County of Glynn exhibited a strong faith in what a college can do for its community by taxing themselves, through a public referendum, in 1962 for \$1 million to purchase land and to construct buildings. In any community college environment it is vitally important that the support of these citizens be nurtured and unified to assist the college toward maturation as an institution of higher education. Brunswick College has recognized this vital need and is providing a number of challenging situations for utilization of the multitude of specialized talents among the citizens in the area.

Advisory Councils

A major approach has been to invite citizens from selected areas of employment, possessing highly specialized skills and knowledge, and having a high degree of public acceptance in the community, to form two advisory councils for specific program development at the college.

Chemical Technology

The first council formed was a Chemical Technology Advisory Council composed of representatives from 13 major industries (See Appendix B), which are chemically oriented in their manufacturing process. On May 25, the first session of this council met with college faculty on the campus to discuss and plan for a Chemical Technology Program to be presented by Brunswick College in the Fall of 1965. Results of this meeting were most encouraging in that representatives are vitally interested in this program and wish to contribute of their resources to its development.

Associate Degree Nursing

A second advisory council, under the sponsorship of the Glynn-Brunswick Memorial Hospital Board of Trustees and Brunswick College, was formed on May 14, to study the possibility of developing an Associate Degree Nursing Educational Program at Brunswick College. This council, composed of representatives (See Appendix C) from medical and allied health fields from southeastern Georgia, is now actively in pursuit of a number of studies and surveys designed to indicate the need for nursing training, facilities available, and the potential for student enrollment in this program. This council discussed the possibility of presenting an ADN Program in the Fall of 1966.

COLLEGE RELATED CITIZENS' GROUPS

The citizens of the County of Glynn exhibited a strong faith in what a college can do for its community by taxing themselves, through a public referendum, in 1962 for \$1 million to purchase land and to construct buildings. In any community college environment it is vitally important that the support of these citizens be nurtured and unified to assist the college toward maturation as an institution of higher education. Brunswick College has recognized this vital need and is providing a number of challenging situations for utilization of the multitude of specialized talents among the citizens in the area.

Advisory Councils

A major approach has been to invite citizens from selected areas of employment, possessing highly specialized skills and knowledge, and having a high degree of public acceptance in the community, to form two advisory councils for specific program development at the college.

Chemical Technology

The first council formed was a Chemical Technology Advisory Council composed of representatives from 13 major industries (See Appendix B), which are chemically oriented in their manufacturing process. On May 25, the first session of this council met with college faculty on the campus to discuss and plan for a Chemical Technology Program to be presented by Brunswick College in the Fall of 1965. Results of this meeting were most encouraging in that representatives are vitally interested in this program and wish to contribute of their resources to its development.

Associate Degree Nursing

A second advisory council, under the sponsorship of the Glynn-Brunswick Memorial Hospital Board of Trustees and Brunswick College, was formed on May 14, to study the possibility of developing an Associate Degree Nursing Educational Program at Brunswick College. This council, composed of representatives (See Appendix C) from medical and allied health fields from southeastern Georgia, is now actively in pursuit of a number of studies and surveys designed to indicate the need for nursing training, facilities available, and the potential for student enrollment in this program. This council discussed the possibility of presenting an ADN Program in the Fall of 1966.

Brunswick College Foundation

Brunswick College, recognizing the potential which exists among citizens in its community and of the liberal Federal tax allowances, has instituted steps to form a Brunswick College Foundation as a State of Georgia Not-for-Profit Corporation to aid in obtaining material assets for the college. A slate of outstanding citizens (See Appendix D) in the southeastern 11-county area was selected, invited to form such a corporation, and met on the campus of Brunswick College October 12, 1964. At that meeting a slate of officers was elected and since then a Constitution and a set of By-Laws have been in the process of being written. At this date the Articles of Corporation have not been filed and the original membership has not met again in formal session. It is anticipated these procedures may be completed during the summer of 1965.

Visiting Resource Persons

A major challenge the college has in unifying citizens is to provide suitable outlets for utilization of the specialized talents among the college graduates employed in this community. The college believes it is a rare opportunity to assist a talented and knowledgeable person to use these achievements in aiding other citizens to maturity; as well as, continuing to develop skills and knowledge within that individual.

On this basis the college faculty has solicited a number of persons at various times during the year to present highly technical material that is applicable to current practices in business and industry. These visiting resource persons have lectured to college academic classes in chemistry, physics, speech, mathematics and history. In addition other persons have been featured in the vocational emphasis of employment to various student clubs.

Gifts

A fourth means of gaining support has been that of welcoming and accepting gifts. During the year \$3,605.00 was donated by civic organizations to the college's student financial assistance program for loans and scholarships. In addition \$746.96 was received for purchase of library materials and to establish a Brunswick College Athletic Association. The college has also been the beneficiary of gifts valued at \$5,906.50 consisting of maintenance shop equipment, works of art from local artists, rare and out-of-print historical materials related to Georgia and the local area, shrubs for the campus, and various pieces of equipment for the science laboratories. A detail list of donors and gifts is presented on pages 39 and 40.

SUMMARY

Part I - Review

Academic Affairs is composed of the teaching faculty and the educational curriculum of the college. During this first year 11 full-time faculty members and one part-time member made up the corps of instructors. There were no replacements, no retirements, no deaths, and no member of the faculty was on leave during the year.

The average teaching faculty salary during this year was \$6,536.37. Average class sizes per instructor ranged from 10 to 29.5; with an overall class average size for the year of 18. All teaching faculty possess an earned masters degree and most have graduate studies above this level. The faculty at Brunswick College is a highly qualified, experienced, and dedicated group of professional teachers.

During the year 45 different courses were presented in the college curriculum. All of these courses were of a credit transfer type, except those developmental courses offered for remedial studies.

Student Personnel Services coordinates the variety of student activities and services provided by the college. During the year focus was on two aspects: first on guidance, counseling, and testing; the second was on promoting cultural, informational, social, and leisure type activities for all students attending the college. Development of a student personnel services department has been successful. Significant contributions have been made in enriching the lives and experiences of students outside the formal classroom environment.

During the year student admissions and registrations were part of the Student Personnel Services. Beginning with the next fiscal year this department will be separated from the Student Personnel Services area and a person appointed full-time as Director of Admissions and Registrar.

Three major student publications consisting of a bi-monthly student newspaper, student annual, and a student directory were developed under the supervision of Personnel Services.

Under the coordination of the Student Government six student academic clubs were organized. Nine lecturers and other types of programs were presented on campus primarily for students and faculty, but open to the public.

The Student Financial Assistance Program received \$3,515.00 for scholarships, grants, and loans to 35 different students.

Admission and Registration of Students -- The premier class was composed of 269 students in the Fall of 1964. This number declined to 225 students in the Winter Quarter and 194 entered the Spring Quarter. Only 124 students continued during all three quarters and of this number 10 were honor students each quarter.

The cumulative enrollment for the three quarters was 688 with a quarterly average of 229 students. A total of 62 students were excluded on the basis of academic deficiencies during the year. A total of 8,964 quarter hours of course registration occurred during the year.

The Library plays a concomitantly major role with the faculty in the educational program. With its growing collection of books and other materials the library supports and enhances the curriculum, and provides intellectual stimulation to the students and faculty. During this fiscal year 2,953 books were received and added to the college collection; bringing the total book collection to 3,509. The college receives 131 different periodicals and 11 daily local, state, and national newspapers.

During the year the college spent \$32,003.18 on the library in the form of: personnel services \$11,205.17; books and other materials \$19,772.76; and supplies and equipment \$1,025.25.

The library maintains a 60-hour per week schedule. Records maintained from February through June 1965 reveal that an average of 2,450 patrons visited the library each month.

During the year the college was the recipient of \$550.00 in cash; several hundred books and magazines; two Cadwallader Washburn etchings; and a number of oil paintings donated by citizens and civic organizations.

Business and Campus Affairs -- Finances, Auxiliary Enterprises, and Campus Maintenance are three major functions conducted by the Office of the Comptroller of Brunswick College.

During the year the college operated under an amended budget totaling \$275,498.98, with expenditures amounting to \$253,386.48. Approximately \$22,000.00 is being carried forward.

Funds borrowed to start Auxiliary Enterprise operations in the Book Store and Snack Bar witnessed sales of \$24,583.97 which produced a net profit of \$1,292.58, or 5.26%.

During the year the college received donations of \$10,258.46. Cash for scholarships, student loans, and for purchase of library materials amount to \$4,351.96. Gifts other than cash, consisting

primarily of tools, paintings, educational materials and equipment, shrubs and potted plants, and outdoor electrical equipment were estimated to be valued at \$5,906.50.

On July 1, 1964, eight persons were in the employment of the college. During the year 25 additional persons were added making a total of 33 permanent employees. In addition five non-academic persons were employed on a temporary basis.

Public Relations -- The college follows an open door policy in providing information to faculty, to students, and to the lay public concerning all of its operations. During the year a variety of publications were developed consisting of student publications, news releases, various public relations brochures and catalogs, and ten different kinds of administrative publications. In addition the college faculty and administration made over one hundred personal appearances to various civic and professional organizations.

College Organizational Structure -- A temporary organizational structure existed during the year. A formal structure has been devised to be effective July 1, 1965. The new organizational structure provides for a span of six administrative persons reporting to the President. Four divisions, each headed by a divisional chairman, will provide unity to the academic program.

The college actively seeks membership and approval of various professional associations providing standards for junior college operations. During the year membership was obtained in eleven different national, state, and local associations. Approval was received for the training of veterans and war orphans, and for the admission of foreign students. The college has made application for "Candidacy for Membership" with the Southern Association of Colleges and Schools.

College Related Citizens' Groups -- To encourage continuing citizens' support to the college, advisory councils have been formed in chemical technology and the associate degree nursing program. A college foundation is in the process of being formed as a State of Georgia Not-For-Profit Corporation. Citizens who possess unusual skills and knowledge are invited to give lectures or lead class discussions in the college as resource persons.

Part II - The Future

Summer Session -- A program of studies has been planned for the summer of 1965 for 200 students. Regular faculty members have been engaged to teach these courses. An early entrance program for high school seniors will be introduced during the summer session. Seven persons who have completed their junior year have been admitted to this program.

Enrollment -- Brunswick College expects to almost double in student enrollment as the sophomore level of classes is added in the fall of 1965.

Educational Program -- The college has devised a multi-facet program characteristic of a commuting community college. This program calls for continuing the transfer academic type program, developing technical education programs, devising vocational education programs, and adding continuing education for adults. In addition a number of developmental courses have been added. Next year four associate degree programs in arts, science, business administration, and applied technology will be available. Curriculums in business administration, secretarial science, and chemical technology will also be introduced. Altogether 92 new courses were devised by the college faculty for including in the 1965-66 bulletin. (A copy is presented in the Appendix).

Faculty -- With the increase in student enrollment the college faculty will also increase from 11 to 18 full-time persons. Four academic divisions in business administration, humanities, natural science, and social science will be organized and directed by a division chairman reporting to the Dean of Academic Affairs. Faculty salaries will increase to an average of \$7,200.00 for the 1965-66 year.

Campus Improvement -- An internal campus lighting system is expected to be completed and operational during the month of July. A master horticultural plan is being devised by landscape architects of the Sea Island Company. A water irrigation system for the campus is being designed by an engineering firm of Savannah, Georgia.

Buildings -- A persisting problem is that of a physical education facility. Such a facility is needed by the college in which to carry out its program due to inclement weather, high temperature, and high humidity.

Other facilities that shall be needed in the near future are: additional classrooms, enlargement of the student center, and a library or administration building.

Long range facilities which may have implications for the college campus are a historical museum to house the wealth of material about southeastern Georgia; a marine biology institute; a cultural arts center containing a large auditorium with related facilities for art, music, and drama; and an inter-faith chapel.

Sports Program -- The college will participate in a 16-game inter-collegiate basketball schedule in the fall of 1965. Plans are also being formulated to participate in tennis, baseball, swimming, soccer, golf, and track and field.

The Future of Brunswick College is almost unlimited. It is conceived as an educational institution that provides opportunities for all people in the Golden Isles. The college hopes to have a focus of intellectual stimulation where every man and woman has an equal opportunity to become greater than they are.

APPENDIX

BRUNSWICK COLLEGE COMMITTEES

ADMISSIONS AND ACADEMIC STANDARDS

James McCaleb, Chairman
Embree Slack Humphrey
Rosalie Gormly

Denton R. Coker
John Hamilton

COLLEGE SPORTS

Joe Decker, Chairman
Betty Altman
Gordon M. Funk

Frank Hammond
Guy Rivers

CURRICULUM AND SCHOLASTIC HONORS

Denton R. Coker, Chairman
John Hamilton
Allen Gann

Rosalie Gormly
James McCaleb
Mary Gash

DISCIPLINE BOARD

John Hamilton, Chairman
Guy Rivers
Rosalie Gormly

James McCaleb, Advisor for
Students
Denton R. Coker

Three students (recommended by Student Government and appointed by the President)

FACULTY WELFARE

Allen Gann, Chairman
Betty Altman
Mary Gash

John Morris
Urban Anderson

LIBRARY AND REFERENCE MATERIALS

John Morris, Chairman
Denton R. Coker
Joe Decker

Eugenia Babylon
Helen Hood

PUBLIC RELATIONS AND SPECIAL EVENTS

Embree Slack Humphrey, Chairman
Allen Gann
Frank Hammond

Helen Hood
Urban Anderson
Betty Altman

RESEARCH AND SELF-STUDY

Guy Rivers, Chairman
John Morris
John Hamilton

Denton R. Coker
Eugenia Babylon
Gordon M. Funk

STUDENT ACTIVITIES AND GUIDANCE

Urban Anderson, Chairman
James McCaleb
Mary Gash

Guy Rivers
Joe Decker
Rosalie Gormly

STUDENT FINANCIAL ASSISTANCE

Embree Slack Humphrey, Chairman
James McCaleb
Frank Hammond

Gordon M. Funk
Helen Hood

ADMINISTRATIVE COUNCIL

Earl F. Hargett, Chairman
Gordon M. Funk
Eugenia Babylon

Denton R. Coker
James McCaleb
Embree Slack Humphrey

Rosalie Gormly

CHEMICAL TECHNOLOGY ADVISORY COUNCIL

Bestwall Gypsum Company
Brunswick Pulp and Paper Company
Dixie Paint and Varnish Company, Inc.
Escambia Treating Company
Hercules Powder Company, Inc.
Rayonier Division of the Celanese Corporation
St. Marys Kraft Corporation
Solvay Process Division of Allied Chemicals
Thiokol Chemical Corporation
Brunswick College - Division of Natural Science

ASSOCIATE DEGREE NURSING PROGRAM ADVISORY COUNCIL

Nurses

Mrs. Ruby Haines
Director of Nursing Services
Glynn-Brunswick Memorial Hospital

Miss Margaret McGarrell
Assistant Administrator in
Charge of Nursing Services
Glynn-Brunswick Memorial Hospital

Legislators

John M. Gayner, III
Senator

Reid W. Morris
Representative

Public Health

Dr. Hart S. Odom, Director
Glynn County Board of Health

Medical Auxiliary

Mrs. William J. Smith

College

Earl F. Hargett, President
Denton R. Coker, Dean

Newspapers & Mass Media

Mr. Eddie Wade, News Director
Radio Station WGIG

Hospital Authority

Rev. Frank Nalls, Chairman

Hospital Administration

James G. Williams, Administrator
Glynn-Brunswick Memorial Hospital

County School System

Mrs. Velma G. Toomey
Director of Guidance
Glynn Academy

Mr. Rodney Jonas, Asst. Supt.
Glynn County Schools

Mr. Grady Everett, Director
Vocational Education
Glynn Academy

Other Representatives

Mr. Glen Hogan
Executive Director
Georgia Hospital Association

Dr. E. R. Jennings
Chief of Staff
Glynn-Brunswick Memorial Hospital

Dr. Ben T. Galloway
Representative of Medical Staff
Glynn-Brunswick Memorial Hospital

Mr. Harry G. Kaminer
Lay Citizen

Miss E. Louise Grant, Dean
School of Nursing
Medical College of Georgia

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Earl F. Hargett, Asst. Sec. Gordon M. Funk, Asst. Treas.

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Claude Cook, Hazelhurst
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Harold J. Friedman, Brunswick
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John Gilbert, Brunswick
James D. Gould, Jr., Brunswick
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Mrs. Philip S. Ringel, Brunswick
Frank Williams, Jr., Meridan

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