

BRUNSWICK JUNIOR COLLEGE

ANNUAL REPORT

1968-69

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BRUNSWICK JUNIOR COLLEGE

Brunswick, Georgia

1994/10

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BRUNSWICK JUNIOR COLLEGE  
Brunswick, Georgia 31520

ANNUAL REPORT

1968-69

Section I

A. FACULTY (Summary Information)

1. Number of instructional faculty 1967-68 ..... 30
  - a. Additions--July 1, 1968-June 30, 1969
    - (1) New appointments ..... 6
    - (2) Returning from leaves ..... 0
    - (3) Transfers from non-teaching positions... 0
    - (4) Total additions ..... +6
  - b. Deletions--July 1, 1968-June 30, 1969
    - (1) Resignations (Effective 6-30-69)..... 2
    - (2) Terminations by institutions ..... 0
    - (3) Retirement ..... 0
    - (4) Deaths ..... 0
    - (5) Leaves of Absence .....(5)\*
    - (6) Transfer to non-teaching positions..... 1
    - (7) Total deletions ..... -3
  - c. Number of faculty 1968-1969 (June, 1969) ..... 33
  - d. Academic Rank and Average Salaries of Teaching Corps

Table I

ACADEMIC RANK AND AVERAGE SALARY  
FOR 34 FULL-TIME FACULTY

	Academic Rank			
	Instructor	Asst. Prof.	Assoc. Prof.	Prof.
Number in each rank	6	15	11	2
Average salary by rank	\$7,654	8,866	9,928	11,300

\*Covered by "replacements" or regular faculty members.

SUPPLEMENTAL INFORMATION ON FACULTY

Added to the Faculty--July 1, 1968-June 30, 1969

Barbara McCarty, Assistant Professor, English  
Ralph E. Denty, Associate Professor, Psychology  
Myrtle Lee Floyd, Associate Professor, Nursing  
Laverne R. Johnson, Instructor, Nursing  
N. Dewitt Moore, Instructor, Mathematics  
Charles Reidlinger, Associate Professor, Biology

Replacements to Faculty -- July 1, 1968 - June 30, 1969

Lee Roy Armstrong, II, Instructor, English  
(Replaced Betty Jo Strickland--on leave of absence)

Carlton A. Morrison, Instructor, History  
(Replaced Randy Gann--on leave of absence)

Jerry M. Payne, Assistant Professor, Mathematics  
(Replaced Betty Jean Altman--on leave of absence)

Resignations Effective June 30, 1969

Norman Cobb, Assistant Professor, History  
John Lundoff, Assistant Professor, History

## 2. List of Those on Leave (All Engaged in Graduate Study)

Betty Jean Altman, Associate Professor, Mathematics. Leave without pay from September 1, 1968, to June 30, 1969; Florida State University to pursue doctoral studies.

Allen R. Gann, Associate Professor, History. Leave without pay, September 1, 1968, to June 30, 1969; University of Georgia to pursue doctoral studies.

Mary I. Hipp, Instructor, Nursing. Leave without pay, September 1, 1968, to June 30, 1969; University of Maryland to work toward Master's Degree in Nursing.

Frank Hammond, Associate Professor, Physical Education. Leave with one-half pay for the winter and spring quarters, 1969; University of Southern Mississippi to pursue doctoral studies.

Betty Jo Strickland, Assistant Professor, English. Leave without pay from September 1, 1968, to June 30, 1969; University of Georgia to pursue doctoral studies.

## 3. Faculty Engaged in Graduate Study

Hugh M. Garner, Associate Professor, Business Administration. NSF Summer Institute, University of Minnesota.

## 4. Faculty Receiving Advanced Degrees

Lynn C. Dickerson, Ph.D., Graduate Institute of Liberal Arts, Emory University, June, 1969, English.

## 5. Highest Degrees Held by Faculty

Doctoral	1
Master's	29
Bachelor's	3

## 6. Average Number of Equivalent Full-Time Faculty Engaged in Teaching

Academic Year (1968-69)	34 1/6
Summer Quarter (1968)	8 2/3

## 7. Average Workload per Teacher

14.31 Quarter Credit Hours

## 8. Research and Creative Projects

## a. Research Projects Underway

Several faculty members were engaged in doctoral research: Kirby Rogers, Associate Professor, Music; Robert Page, Associate Professor, History; Leonard Isemonger, Associate

Professor, Foreign Languages; and Lynn Dickerson, Professor, Humanities. Dr. Dickerson completed his doctoral thesis and received the Doctor of Philosophy Degree from the Graduate Institute of Liberal Arts, Emory University in June, 1969. Several faculty members reported research work for future publication.

b. Books, Articles, and Publications by Faculty Members

Cobb, Norman. "Historical Report on Evelyn Plantation."  
Submitted for publication.

Dickerson, Lynn C. "The Dispossessed Character: Elements of Irony and Compassion in American Literary Naturalism at the Turn of the Century," Ph. D. dissertation, Graduate Institute of Liberal Arts, Emory University, 1969.

Dickerson, Lynn C. and Rice, Leon. "Freshman English Can Be Exciting." Submitted for publication.

Page, Robert. "With Walker in Nicaragua," South Eastern Latin Americanist, September, 1968.

c. Projects of a Creative Nature and Faculty Involved

Several faculty members were involved with students in projects of a creative nature.

Mr. Leon Rice, Assistant Professor, English, and Mr. Lee Roy Armstrong, Instructor, English, served as faculty advisors for the student anthology, Seaswells.

Mr. Norman Cobb, Assistant Professor, History, and students in the newly-formed Archaeology Club should receive special recognition for their interesting work and study. This group devoted approximately 300 hours in excavating, cataloging, and preparing artifacts for study and display. The digging took place on the site of the Evelyn Plantation which dates back a hundred years or more. In addition to the excitement of discovery, students in the Archaeology Club were introduced to methods of archaeological research and scientific study.

Miss Lois Pope, Assistant Professor, Business Administration, employed methods for teaching a blind student in the regular typewriting classes. Using electric typewriters and transcribing machines, several techniques were utilized to allow the student to set margins, to determine paper position, and to center letters based on length of paper.



1968-69 Annual Enrollment Report -- 2

Brunswick Junior College  
Institution

Type of Enrollment: Regular  
OR  
In-service

Academic Year 1968-69

## I. Total Academic Year Enrollment

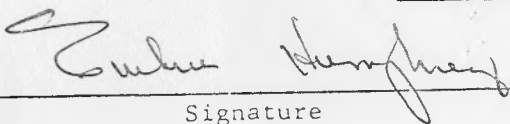
Enrollment - Fall Quarter	<u>696</u>
Enrollment - Winter Quarter	<u>697</u>
Enrollment - Spring Quarter	<u>625</u>
Average Enrollment	<u>673</u>
Cummulative Enrollment	<u>955</u>

## II. CUMMULATIVE Academic Year Enrollment by Class, Residence, Sex, and Veterans Status

Freshman	<u>613</u>	Residents of Georgia	<u>900</u>
Sophomore	<u>238</u>	Residents of Other States	<u>55</u>
Junior	<u>          </u>	Residents of Foreign Countries	<u>          </u>
Senior	<u>          </u>	Total	<u>955</u>
Graduate	<u>          </u>	Men	<u>537</u>
Professional	<u>          </u>	Women	<u>418</u>
Other Classification	<u>104</u>	Total	<u>955</u>
Total	<u>955</u>	Veterans	<u>60</u>
		Non-veterans	<u>895</u>
		Total	<u>955</u>

## III. Quarter Credit Hours for Which Students Enrolled

Lower Division (Freshman and Sophomore)	<u>27,115</u>
Upper Division (Junior and Senior)	<u>          </u>
Graduate	<u>          </u>
Professional	<u>          </u>
Total	<u>27,115</u>

  
Signature

NOTE: Quarter Credit Hours for Army, Air Force, or Naval ROTC courses will not be reported except by the Fort Valley State College. Equivalent credit for basic physical education courses will be reported even though the institution does not record academic credit for these courses. Equivalent credit will also be reported for remedial and developmental courses offered regularly enrolled students.

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

B. STUDENTS

1. Enrollment Data

- a. Average Enrollment, Regular Session..... 673
- b. Cumulative Enrollment, Regular Session..... 955
- c. Actual Enrollment, Summer Session..... 293
- d. Total Quarter Credit Hours of Student Registration

Table II

REGISTRATION BY CREDIT HOURS PER QUARTER

Quarter	Number Quarter Hours
Summer	3,043
Fall	9,257
Winter	9,344
Spring	8,514
TOTAL	30,158

- e. Student Enrollment for the Academic Year by Class, Sex, Military Status, and Residence

Table III

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

	Class			Sex		Veteran Status		Residence	
	Fr.	Soph.	Others*	Men	Women	Vet.	Non-Vet.	Res.	Non-Res.
	613	238	104*	537	418	60	895	900	55
<b>TOTAL</b>	955			955		955		955	

\*Includes nursing students who are beyond the sixth quarter of enrollment or special students.

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

Table IV

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

	Class			Sex		Veteran Status		Residence	
	Fr.	Soph.	Others*	Men	Women	Vet.	Non-Vet.	Res.	Non-Res.
	135	101	57..	140	153	2	291	280	13
TOTAL	293			293		293		293	

\*Includes nursing students who are beyond the sixth quarter of enrollment or special students.

2. Number and Size of Classes

Table V

NUMBER OF CLASSES IN  
EACH SIZE CATEGORY

	Size of Class				
	1-9	10-20	21-30	31-40	Over 40
Number of Class Sections Regular Session	71	125	109	30	2
Number of Class Sections Summer Session	1	19	10	2	0
TOTAL	72	144	119	32	2

Table VI

## AVERAGE SIZE OF CLASSES

Quarter	Number of Classes	Average Class Size
Summer	32	20
Fall	114	19
Winter	111	19
Spring	112	18

## 3. Number of Degrees and Certificates Conferred

Table VIII

NUMBER AND TYPES OF DEGREES AND  
CERTIFICATES CONFERRED\*

Type of Degree or Certificate	Number Conferred
Associate in Arts	13
Associate of Business Administration	15
Associate of Business Administration in Secretarial Science	2
Associate of Science	18
Associate of Science in Education	20
Associate of Science in Nursing	39
One-year Certificate in Secretarial Science	5
TOTAL	112

\*All degrees and certificates conferred in June, 1969.

## 4. Appraisal of Academic Work of Students

## a. Academic Grade Distribution for Regular Session

Table VIII

ACADEMIC GRADE DISTRIBUTION  
FOR REGULAR SESSION

Quarter	Letter Grade Assigned									TOTAL
	A	B	C	D	F	I	W	WP	WF	
Fall	307	482	594	195	197	29	13	123	19	1,959
Winter	292	534	586	248	181	40	39	70	30	2,020
Spring	326	492	536	208	207	23	23	47	10	1,872
TOTAL	925	1,508	1,716	651	585	92	75	240	59	5,851
Percent	15.8	25.8	29.3	11.1	10.0	1.6	1.3	4.1	1.0	100.0

Table VIII shows the composite percentage of letter grades earned by students during the academic year. The generalization that one might make for this distribution is that there appears to be a higher percentage of A's and B's than one might expect. A lower percentage of C grades was earned than one might expect while the percentage of D and F grades approximates the expected percentage. The number and percentage (7.9%) of grades in the combined categories of I, W, WP, and WF appear to be higher than one might expect.

## b. Achievement Level of Rising Juniors

Recently, the rising juniors in all colleges within the University System of Georgia took the General Examination of the College Level Examination Program (CLEP). The General Examinations consist of a battery of five tests -- English Composition, Humanities, Mathematics, Natural Science, and Social Sciences & History -- and can be used to assess the level of achievement of students at the end of the first two years in college.

Table IX

TEST SCORES OBTAINED BY 120 RISING  
JUNIORS ON THE CLEP TEST

Subject Area	B.J.C. Mean		Univ. System Mean 1967	National Mean 1968
	61 Students Winter 1969	59 Students Spring 1969		
English	456	473	465	499
Natural Science	469	460	474	470
Mathematics	443	465	459	495
Soc. Sci. & History	444	448	496	497

Table IX shows the mean scores obtained by Brunswick Junior College rising juniors as compared with the University System and the national mean scores. With the possible exception of the Social Sciences and History subject area, the local mean scores do not appear to be significantly different from the University System mean scores as reported for rising juniors in 1967. However, the local mean scores, with the exception of the Natural Science subject area, appear to be significantly different from the national mean scores as reported in 1968.

c. Students Enrolled in Terminal Programs

As a community college, Brunswick Junior College provides several terminal programs for students who desire to complete one or two years of college and to seek immediate employment. Terminal programs include nursing, secretarial and clerical science, and chemical technology. In addition to providing courses of a technical and vocational nature, these programs include courses in general education. The largest of the terminal programs is nursing, enrolling approximately 90 students. This program was begun in the fall quarter, 1967, and the initial graduating class in June, 1969, consisted of 39 students. The top honor graduate for the college was a nursing student, and seven of the 39 graduates in nursing in June, 1969, were graduated with honors.

d. Developmental Program

The faculty has become increasingly aware that many junior college students need opportunities for further development of their academic skills to enable them to do satisfactory

college work. During the 1968-69 academic year, the faculty added to the curriculum developmental courses in history and science and continued to offer developmental courses in reading, English, and mathematics. The following data gives some idea of the results of developmental courses in English and mathematics:

Table X

STUDENTS ENROLLED IN DEVELOPMENTAL  
COURSES DURING ACADEMIC YEAR 1968-69

Course	No. Students	No. Students Who Passed	No. Students who subsequently Passed Credit Course
English	69	43	21
Math	105	60	22
Totals	174	103	53

Table X shows the number of students enrolled in developmental English and mathematics, the number who passed the developmental courses, and the number who subsequently passed appropriate credit courses. The developmental courses seem to be preparing about 30 per cent of the students for successful completion of college work. However, these figures may be misleading because although most of the students in developmental courses are counselled into them on the basis of low placement test scores, others are there because they feel inadequate and want the developmental work as added assurance of success in credit courses. There seems to be a strong feeling within the faculty that the developmental program should be studied carefully and that appropriate steps be taken to strengthen the program.

- e. Number of Students Dropped for Academic Deficiencies.... 133
- f. Number of Students Receiving Academic Honors..... 172

## 5. Student Conduct and Extracurricular Activities

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

## b. Extracurricular Activities

Effort was made throughout the year to encourage students to plan, organize, and participate in meaningful extracurricular activities. To facilitate greater participation in student activities as well as other campus events, an activity period was scheduled at 11:00 a.m. This period provided a convenient time for all clubs and organizations to meet regularly. It also permitted the convenient scheduling of special events such as lectures, convocations, concerts, faculty/student lyceums, and other related activities.

Opportunities for cultural, social, and service activities were provided through the following clubs and organizations.

Table XI

STUDENT ORGANIZATIONS AND FACULTY  
ADVISORS, 1968-69

Organizations	Faculty Advisor
Baptist Student Union	Mr. Reidlinger
Wesley Foundation	Mr. Hamilton
Newman Federation	Mr. Carmichael
Booster Club	Mr. Otte
Archaeology Club	Mr. Cobb
Student National Education Association	Mr. Payne
Creative Arts Club	Mr. Rice
Performing Arts Club	Mrs. Gash
Young Republicans	Mr. Stewart
Phi Theta Kappa	Mrs. Whitaker
Phi Beta Lambda	Miss Pope
Faculty/Student Lyceum	Mr. Pollard
Student Government Association	Mr. Corley
	Mr. Skinner
Student Nurses Association	Miss Bloodworth

From the standpoint of student involvement, planning, and participation, a highlight of the student activities for the year was the Religion-In-Life Week sponsored by the religious clubs and planned by the Student Religion-In-Life Week Committee. This activity was conducted throughout the week of April 12-17. The program was initiated in the Student Center on Saturday evening when approximately 100 students assembled to hear Billy Payne, All-American Christian Athlete. A local radio station presented a live broadcast of the program.

The second program was presented on Tuesday, April 15, by "The Contenders," a singing/talking group of young people from Christ Center in Lexington, Kentucky. On Thursday morning April 17, the Risley High Chorus provided an excellent choral performance in the Multipurpose Room of the Howard E. Coffin Building.

Students met with "The Contenders" at the beach on Wednesday and Thursday afternoons for informal discussions of contemporary issues related to religion. The final program was presented Thursday evening, April 17, by "The Contenders" who performed for a large group of high school students, adults, and college students and faculty.

Students were actively involved in publishing the following: Seaswells, a student anthology; the Buccaneer and Buc's Bulletin, the college newspaper and weekly news sheet; and the Crest, the college annual.

## 6. Financial Aid

- a. Estimate of Number of Students Leaving College :  
for Financial Reasons ..... 30

Students who withdraw from the college are asked to complete a withdrawal form and give a reason for withdrawal. The record shows that approximately thirty students withdrew from college giving financial difficulties as the reason for withdrawal.

- b. Categories of Financial Aid

Table XII

## FINANCIAL AID AWARDED STUDENTS

Category of Financial Aid	Number of Students	Total Amount of Aid Awarded
<u>Scholarships</u>		
Civic Clubs & Others	30	\$ 5,309.00
Regents	7	2,400.00
State Nursing	39	33,401.00
Police Science	3	303.40
<u>Loans</u>		
Short Term	46	4,352.00
GHEAC	16	11,301.00
Pickett-Hatcher	1	900.00
<u>Workships</u> (Through May 30, 1969)		
College Work-Study	98	25,670.17
Student Assistants	40	6,643.53
<u>Grants</u> (Through June 3, 1969)		
Educational Opportunity	46	10,126.50
<b>TOTAL</b>	<b>326</b>	<b>\$100,406.60</b>

## C. LIBRARY

## 1. State of Collection

## a. Books

Total volumes in collection (June 30, 1969)	19,700
Acquisitions (7/1/68 - 6/30/69)	4,320

## b. Periodicals and newspapers

Periodical subscriptions	445
Newspaper subscriptions	19
Bound periodicals added	167

## c. Microfilm

Total number of microfilms in collection	1,195
Microfilm added (7/1/68 - 6/30/69)	80

## d. Circulation

Total book circulation	11,449
Inter-library loans (requests made)	20
Inter-library loans (requests served)	11
Inter-library loans (loaned to other libraries)	2

## 2. Status of Library Accreditation

The library currently meets minimum standards of the Southern Association of Colleges and Schools. However, since the initial evaluation of library facilities by the Southern Association Visiting Committee, October, 1967, there has been a substantial increase in the collection as well as student enrollment. The building is not adequate for the current size of the collection or the size of the student body during the regular session. This inadequacy will continue to grow until a new facility is built.

Minimum standards are currently met with reference to the number of professional librarians on the staff, but additions should be made soon in the areas of technical services and audio-visual services. The quality of the collection is, on the whole, good enough to support the curriculum at the present time, but some fields need strengthening. The reference collection reflects good planning and appropriate acquisitions.

The inadequate conditions which now exist should be eliminated through the continued rate of acquisitions and with the construction of a new library facility.

## 3. Expenditures

## a. Expenditures for books and other materials (7/1/68 - 6/30/69)

Books (General & Restricted Funds)	\$28,613.17
Periodicals (exclusive of binding)	4,168.44
Audio-visual and microfilm materials	1,464.50
Supplies	1,352.83
Binding	1,236.32
Equipment	2,800.00
Sub-Total	<u>\$39,635.26</u>

## b. Expenditures for personal services (7/1/68 - 6/30/69)

Library staff salaries	\$29,556.51
Student assistants	393.70
College work-study program	4,103.37
Sub-Total	<u>\$34,053.58</u>

## c. Expenditure for travel (7/1/68 - 6/30/69)

Library staff	\$ 327.17
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## d. Total Library Expenditures

(7/1/68 - 6/30/69) items a, b, c.	\$74,016.01
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## 4. Other Basic Considerations Relating to Library Services

## a. Personnel

## (1) Professional Librarians ..... 1.75 F. T. E.

The professional library staff consisted of one Head Librarian on a twelve-month contract and an Associate Librarian on a nine-month contract. Both Librarians held the Master's Degree in Library Science.

The Head Librarian resigned to continue graduate study and the Associate Librarian resigned to get married. Both vacancies have been filled.

The new Head Librarian, Mr. Allen Spivey, assumed his duties July 1, 1969. He holds the A. B. Degree from Pfeiffer College and the M. L. S. Degree from George Peabody College for Teachers. He has previously served as Assistant Librarian at Pfeiffer College and at West Georgia College.

Miss Virginia Boyd has been appointed Associate Librarian effective July 1, 1969. This position has been converted to a twelve-month position which will provide two full-time professional staff members for the ensuing fiscal year, 1969-70. Miss Boyd holds the A. B. Degree from Georgia College at Milledgeville and the M. L. S. Degree from George Peabody College for Teachers. Miss Boyd served for three years as Assistant Librarian at Georgia Southwestern College.

(2) Non-Professional Personnel ..... 2.50 E.F.T.

One full-time staff member on a twelve-month contract serves as secretary and works with library orders. Another full-time person serves as clerk-typist and works part time at the circulation desk. A half-time staff member serves as general assistant at night and on week-ends when the Library is open.

(3) Student Assistants ..... 3,318 hours of assistance

Student assistants as provided by the college budget and the College Work-Study Program render invaluable assistance in many phases of library services.

b. Professional activities

(1) Membership and participation in professional organizations

The Library has institutional membership in the following professional organizations:

- (a) American Library Association
- (b) Southeastern Library Association
- (c) Georgia Library Association
- (d) South Georgia Academic Libraries
- (e) Glynn County Library Council

The Librarian and Associate Librarian attended regular meetings of the GCLC. The Associate Librarian attended the biennial conference of SELA in Miami and a meeting of the SGAL in Albany, Georgia. One clerical staff member attended a symposium on College and University Archives in Atlanta and visited the Library at Georgia Southwestern College to observe procedures and practices in library work.

(2) Professional Services

The Library Secretary served as recording secretary for the monthly meetings of the Brunswick Citizens Advisory

Committee. The Associate Librarian served as Librarian at the Governor's Honors Program for high school students during the summer, 1968.

c. Immediate objectives

- (1) To expand the library collection to meet the full curricular needs of students
- (2) To stimulate faculty interest in the Library by expanding the collection to meet more adequately their needs and by exerting special effort to inform them of present services and library holdings.
- (3) To continue to plan with and through the Central Office Staff of the Board of Regents for the construction of a new library facility which will house adequately the expanding library collection and provide needed space and facilities for quality library services
- (4) To continue to upgrade library holdings in the periodical collection and to institute procedures which will accelerate and improve acquisition of periodicals
- (5) To institute various policies which will improve the educational effectiveness of the Library in the college community
- (6) To provide a more extensive program of library orientation for entering students and to encourage all students to make better use of the library facilities
- (7) To prepare a library handbook which will inform students and faculty of library services and facilities
- (8) To meet and strive to maintain standards for libraries as stated by the American Library Association's "Standard for Junior College Libraries" and the Southern Association of Colleges and Schools

d. Immediate Needs

(1) Additional Staff

With the increasing emphasis and need for improved audio-visual methods and materials for learning, there is an urgent need for additional personnel to coordinate audio-visual services and to help establish a materials-resource center. Additional personnel is needed to supervise technical services in the Library. This area of librarianship

is charged with the responsibility of classifying and cataloging library materials in a form consistent with Library of Congress policies and of organizing and developing a collection appropriate to the needs of the college and its curricular offerings. Every effort should be exerted to provide, as a minimum, one additional staff member who would provide combined service in audio-visual resources and technical library services.

(2) Increased Budget

In addition to the regular and constant needs of the Library in acquiring new important books to enhance our collection, there are several acquisitions which could be made. If funds were available, the college library could greatly enlarge its bibliographical holdings and at the same time add basic cataloging tools needed by a quality library. The same tools would be a great asset for securing inter-library loan and acquisitional information. With the increasing importance of library cooperation, idea exchange, and professional meetings of importance to dedicated librarians, there is need for an enlarged travel budget. Since the college is new, back files of periodicals of major importance are lacking, thus causing the serious student either to do without or to go elsewhere for the most important contemporary primary sources for research. The regular budget for periodicals should be greatly increased to permit us to secure back files of important periodicals in microform.

D. GENERAL INFORMATION

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

a. Significant Changes or Improvements in Existing Curricula

All transfer degree programs and course offerings were revised under the University System Core Curriculum concept, and the College Core Curriculum plan was approved by the University System Committee on Transfer of Credit. The revised curricular offerings were publicized in a brochure, "Your First Two Years of College at Brunswick Junior College." Copies of this brochure were distributed to all students currently enrolled and were made available to counselors in the high schools in a six-county area served by the college. Copies of the brochure have been widely distributed to civic clubs, local PTAs, and used in the spring recruitment program.

Contemporary Composition visual aids and closed circuit television equipment were used effectively in English composition and speech courses. The ten-hour history sequence in Western Civilization was revised to offer the required ten hours in history beginning with the Age of Exploration (1450). An elective course was adopted to cover the development of Western Civilization prior to the Age of Exploration. Thus, students have a choice in whether or not to study ancient history. A five-hour course in United States History offered to meet the Georgia legislative requirement was changed to a one-hour course. This change was implemented in order to provide a social science elective in Area III of the Core Curriculum.

In the nursing curriculum, the introductory course was reduced from six hours of credit to two hours of credit and the fourth course (psychiatric nursing) in nursing was increased by four hours of credit. This allows for needed concentration in the field of nursing during the summer quarter when nursing students are studying for two weeks in a psychiatric hospital.

b. New Curricula

A one-year certificate program in secretarial science was developed. This program is designed to meet the needs of students who desire to develop secretarial skills and clerical competence in a relatively short period of time and to seek immediate employment.

A new five-hour credit course, "The History of the Negro in the Americas," was adopted for elective credit under Area III, Social Science, of the Core Curriculum.

c. Curricula Discontinued

Several courses in music were dropped because of low enrollment over a two-year period. These were specialized courses which do not lend themselves to inclusion under the University System Core Curriculum. Offerings in music will be concentrated in the history and appreciation of music and in the development of choral and instrumental groups.

2. Public Service Programs Conducted Under Auspices of the Institution

a. Public Service and Continuing Education

The spring quarter of 1969 ended the fourth year of the Brunswick Junior College Public Service and Continuing Education program. Over 6,500 people have enrolled in one or more courses since the program started. While this may appear to be a relatively good record, there is considerable

need for more community involvement in continuing education. Although this program has attracted a little over 10% of the local citizens over a four-year period, compared to similar programs in some other states, citizen participation is low. Our goals must be raised. New programs as well as innovative methods of planning, promoting, and motivating students must receive primary emphasis and allocation of resources during the ensuing year.

Brunswick Junior College has a full-time staff to administer the public service program. The program operates on the quarter system; but if there is a demand, a course may be started at any time. The core of the public service program is composed of short, non-credit courses. Short courses are offered in business management, fine arts, general education, hobbies and skills, trades (industrial and occupational), and subjects of interest to youth and children.

Courses offered under Title I of the Higher Education Act of 1965 are a growing part of the program. Brunswick Junior College has had nine proposals approved and has conducted three courses jointly with the University System of Georgia. The program also provides a variety of workshops, seminars, meetings, and forums.

Brunswick Junior College also cooperates with other institutions and groups in joint sponsorship of continuing education programs. Title I projects have been conducted with the University of Georgia. Services are provided to the Coastal Area Teacher Education Service in its program of extension courses for public school teachers. The Georgia Institute of Technology conducted a National Engineering Aptitude Search test on this campus. Facilities were provided to the Georgia Highway Department for conducting courses in applied engineering.

b. Appraisal of Public Service and Continuing Education Program

In the previous years the short course in the non-credit program enrolled the majority of students. Although other activities were conducted (workshops, seminars, symposia, etc.), they were only a minor part of the total effort. During the current year the continuing education division began providing a more comprehensive public service program. Enrollment figures reflect the steady increase in citizen participation in the public service and continuing education program. The enrollment figures are as follows:

<u>YEAR</u>	<u>TOTAL ENROLLMENT</u>
1965-66	1,352
1966-67	1,186
1967-68	1,849
1968-69	2,860

In 1967-68 there were 1,193 students enrolled in short courses alone; but an additional 656 students were enrolled in workshops, seminars, symposia, etc., for a total enrollment of 1,849. During the fiscal year covered by this report there was a more pronounced shift in emphasis and enrollment in public service programs. There was a significant decrease in total enrollment in short courses (963 total), but attendance in other programs such as seminars, workshops, conferences, lectures, and exhibits increased dramatically to a total of 1,897. The combined enrollment in the public service program of 2,860 students represents an increase of more than 50 per cent over the previous year.

In the expanding field of public service, programs under Title I have made the greatest contribution toward increased community participation. Brunswick Junior College has had nine approved programs under Title I. Four of these were in 1967 and all have been completed. Two programs were instituted in 1968 and one is still in progress. Three projects were begun in the current year (1969). Two have been completed and the other will be completed during the fall quarter, 1969. More than 500 persons have participated in these projects.

The law enforcement project is of special interest. It was designed to bring non-credit law enforcement and general education courses to police officers who could not qualify for credit courses. This program was financed jointly by the Waycross/Ware Technical Vocational School and Title I. Approximately ten officers will complete the general education program leading to passing the General Equivalency Development test in lieu of the high school diploma, and twelve officers have been enrolled in credit courses related to their special field of interest. While these results have been modest; they are encouraging prospects for continued development of public service programs in this field.

In another Title I project a training program was offered for volunteer workers for the local school for exceptional children. This course enrolled 20 adult citizens and formed the basis for an evening credit course in psychology which was offered in a subsequent quarter.

A seminar on Drugs of Abuse produced the largest audience of the year; 250 persons attended this seminar which was conducted jointly by Brunswick Junior College and local law enforcing agencies. A seminar on real estate conducted jointly with the local Association of Real Estate Agencies attracted 70 persons from three states. Working jointly with the Commission studying consolidation of city and county governments, the college is seeking to inform the public and prepare them for one of the most important decisions that will be made in local government during this century.

A total of 130 people attended the two symposia on the Ecology of the Georgia Tidal Zone ("Marine Biology" and "Marshlands--Not Wastelands"). During these programs research specialists in marine biology, estuarial ecology, oceanography, and geology from the University of Georgia Marine Institute, Sapelo Island, presented interesting and informative lectures in their areas of specialization.

More than 200 persons attended a public forum called by the city and county governments and hosted by the college to discuss the provision of water and sewage services for motels and service stations planned for the interchanges of Interstate Highway 95.

Brunswick Junior College sponsored jointly with the University of Georgia under a Title I Grant courses for local government officials. Off-campus courses were offered in St. Marys, Woodbine, and the Naval Air Station at Glynco.

Various local groups such as Eagle Scouts Award Committee, Fine Arts Council, the Georgia Historical Society, Little Theatre try-outs, Community Concert directors, and others held their meetings on campus. Faculty and staff members have taken part in these meetings.

The Director of Continuing Education is the Chairman of the local Stay and See Georgia Committee. Working with interested students, the Director and the college have made a major contribution to the local Spring Clean-Up Campaign which is sponsored by a local bank.

c. Enrollment in Public Service and Continuing Education Program

Table XIII

ENROLLMENT IN SHORT  
COURSE CURRICULUM

Quarter	Enrollment
<u>On-Campus</u>	
Summer	214
Fall	322
Winter	162
Spring	151
<u>Off-Campus</u>	
Summer	---
Fall	---
Winter	22
Spring	104
TOTAL	<u>975</u>

Table XIV

ENROLLMENT IN  
SPECIAL COURSES

Title of Course	Enrollment
Coastal Area Teacher Education Service (3 classes - 30 meetings)	66
Law Enforcement (36 meetings)	90
Training Program of Volunteer Teachers of Exceptional Children (20 meetings)	30
Human Relations Seminar (8 meetings)	60
School Boards (2 meetings)	15
Ecology of the Georgia Tidal Zone (2 Symposia)	130
Consolidation of County and City Government (6 meetings)	360
Insurance Underwriters Training Program (20 meetings)	20
Training Program for Highway Engineers (10 meetings)	10
Brunswick Pulp and Paper Company Training Seminars (15 meetings)	10
Golden Isles Concert Chorus (3 meetings)	27
Evelyn Wood Reading Dynamics Institute (8 meetings)	30
Training Program for Clean-Up Committee (2 meetings)	30
TOTAL	878

Table XV

CONFERENCES AND MEETINGS  
(One Meeting Each)

Conference or Meeting	No. in Attendance
Voting Officials Workshop	46
Tourism Seminar	45
Square Dance Demonstrations	20
Orientation, fall quarter	10
Fine Arts Council	50
Water Safety Instructors Review (Red Cross)	17
Lecture, Dr. W. T. Knight Georgia State College	35
NEAS Jets Test (Georgia Institute of Technology)	34
Evelyn Wood Reading Dynamics Demonstration	25
Community Concert Board of Directors Meeting	10
AAU Senior Diving Contest (Contestants)	27
(Audience)	200
Stay and See Georgia Committee Meeting	10
Glynn County Senior League Baseball Game (Participants)	200
Water and Sewage Forum	220
Real Estate Seminar	<u>70</u>
TOTAL	1,019
GRAND TOTAL :	
(All Continuing Education and Public Service Programs) 2,860	

3. Faculty participation in non-budgeted, non-curricular public service and civic organizations

a. Civic Organizations

Faculty members are actively engaged in the work of civic clubs and community organizations. The faculty participate in the following civic clubs and organizations.

Glynn County Mental Health Association (6 members)  
Coastal Georgia Historical Society (3 members)  
College Park Association, Concert Series (1 member)  
Civinette Club (1 member)  
Island Players (7 members)  
Community Concert Association (4 members)  
United Community Fund (1 member and 1 director)  
Polaris Club for STAR Teachers (1 member)  
Brunswick Civic Ballet (1 member, 2 directors)  
Glynn Art Association (2 members)  
Atlanta Art Association (1 member)  
Cub Scout Pack #207 (1 treasurer)  
Y. W. C. A. (2 members)  
Glynn Paton Foundation (1 member, 2 directors)  
Glynn County Red Cross Chapter (1 member)  
Brunswick Gun Club (1 member)  
College Park Community Association (1 member)  
Golden Isles Youth League (1 member)  
Brunswick Exchange Club (3 members)  
Brunswick Kiwanis Club (2 members, 1 director)  
Cub Scout Pack #808 (1 publicity chairman)  
Brunswick Toastmaster's Club (1 member)  
North Glynn Improvement Association (1 member)  
Golden Isles Concert Chorus (1 director)  
Marshes of Glynn Fine Arts Council (1 member)  
Magnolia Garden Club (1 member)  
Delta Kappa Gamma Society (1 necrology chairman)  
Brunswick Rotary Club (1 member)  
Brunswick Lion's Club (3 members)  
Stay and See Georgia Committee (1 chairman)  
Community Clean-up and Beautification Committee (1 member)  
Brunswick Press Club (2 members)  
Ft. Frederica Chapter, D.A.R. (1 member)  
Golden Isles Chamber of Commerce (1 member)  
Navy League (1 member)  
Brunswick Citizen's Advisory Committee (1 chairman, 1 secretary)  
Brunswick Boy's Club (1 director)  
Kiwanis Club of Northside Brunswick (1 Sec/Tres/Program Chairman)

## b. Community Projects

Faculty members provide professional leadership to the community in a number of ways. Mr. Ralph Denty led a series of seminars on teenage problems in a nearby community. Mr. Allan Pollard conducted several foreign policy seminars for high school seniors. Mr. Kirby Rogers directed a community performance of Handel's Messiah and Mendelssohn's Elijah. He also conducted several performances of the College Chorale for community clubs and organizations.

Mr. Page was very active in the Toastmaster's Club, winning the first runner-up speech award at the state level. Various faculty members served as judges at local and state science fairs. The Division of Natural Science, chaired by Mr. John Hamilton, sponsored field trips in marine biology and ecology for elementary school children, scouts, visiting college classes from Augusta College and Macon Junior College, and high school honor students from Madison, Wisconsin. Mr. Hamilton and other faculty members in the Division of Natural Science worked with the Continuing Education Department in conducting two symposia: "Marine Biology" for approximately 50 biology teachers within the University System, and "Marshlands--Not Wastelands" for local citizens.

In addition, faculty and administrators were guest speakers at meetings of the following clubs and organizations:

Civic Clubs

Optimist Club  
 Brunswick Exchange Club  
 St. Simons Rotary Club  
 Brunswick Rotary Club  
 Northside Kiwanis Club  
 Lady Kiwanians  
 St. Marys Kiwanis Club  
 Brunswick Kiwanis Club  
 Jesup Kiwanis Club  
 Waycross Kiwanis Club  
 Vidalia Kiwanis Club  
 Brunswick Lions Club  
 Woodbine Lions Club

Churches

Methodist Men's Club  
 Ladies group at First Methodist Church  
 First Baptist Church

Churches (Continued)

St. Simons Presbyterian Church

Beth Tiffilloh Temple

(A number of faculty members also participated in church affairs such as teaching classes, preaching, serving as officers or members of church boards.)

Schools

Met with high school students in Charlton, Brantley, Ware, McIntosh, Liberty, Wayne, Appling, Jeff Davis, and Glynn Counties Georgia Southern, Armstrong, ABAC, and South Georgia College Day and Night

Camden County High School PTA

Conference of Secondary School Principals

Future Business Leaders of America - Glynn Academy

Glynn County Teachers Association

Brunswick High Math Club

Faculty of Risley Elementary

Administrative Development Seminar Conducted by University of Georgia Institute of Higher Education

Miscellaneous

United Daughters of the Confederacy

Daughters of the American Revolution, Ft. Frederica Chapter

Cracked Cup (Teen Coffee House)

Glynn County/Brunswick Life Underwriters

Human Relations Council Meeting

Brunswick Women's Club

Press Club

Coastal Georgia Floral Association

Georgia Power Ladies

Mozart Society

Reading Association

Southeast District Y.M.C.A. Conference

Rayonier Supervisors

Glynco Naval Air Technical Training Center Officers

Coastal Georgia Area Community Action Authority

4. Appraisal of Work of the Institution

a. Outstanding Developments and Accomplishments

(1) Quality Instruction

The college continued to work toward providing quality instruction in all areas. As noted elsewhere in

this report, several curricular revisions were made in an effort to strengthen the academic programs and to provide more meaningful learning experiences for students.

(2) Nursing Program

Special note should be taken of the outstanding progress made by the institution in developing the nursing program. Initiated in the fall quarter, 1967, the nursing program has grown in enrollment to approximately 90 students. The initial graduating class in nursing (June, 1969) consisted of 39 students. Although not at full strength throughout most of the year, the nursing faculty under the leadership of Miss Helen Bloodworth developed the nursing students into mature, skilled individuals who worked effectively in the clinical laboratory situation.

(3) Brunswick College Foundation Scholarship-Loan Fund

Significant progress was made toward strengthening the scholarship-loan program. The newly incorporated Brunswick College Foundation under the leadership of Mr. Alfred W. Jones, Sr., raised approximately \$19,000 to support the college scholarship-loan program. Approximately \$6,000 has been designated as matching funds to be used to support the scholarship-loan program for the ensuing fiscal year.

(4) Scheduling

Several changes were instituted to improve the scheduling of classes and activities. A survey of the entire student body was conducted each quarter to provide information required in planning the academic schedule for the following quarter. This procedure proved to be helpful in that it permitted the scheduling of courses that would meet the maximum need of students in the several fields of study and allow some flexibility in scheduling needed classes which would necessarily have small enrollment. Another scheduling change involved the establishment of an activity period at 11:00 a.m. which would permit the regular scheduling of club meetings, the student government association, faculty meetings, convocations, concerts, lyceums, the College Chorale, and other activities which would attract students and faculty.

(5) Evaluation of Faculty

The faculty and administration approved a change in the method of evaluating the performance of faculty members for merit increases in salary and promotion in professorial

rank. The change places more emphasis on the evaluation by the division chairman. Faculty members may use student evaluations as a means of improving instructional procedures and methods, but this is optional with the faculty member. If student evaluations are used, the faculty member may share the results with his division chairman and the administration.

The faculty was generally receptive to a plan of self-evaluation using the closed circuit video equipment to observe the teaching-learning process as it developed in the classroom. Nearly all faculty members taped at least one class meeting and later made a self-evaluation of the class session by reviewing critically the video tape. Each faculty member could share the review of the video taped class session with his division chairman and his colleagues if he so desired; or he could review the video tape in privacy. We feel that this and other efforts to evaluate the instructional programs have focused attention on the teaching-learning process and will lead to more intensive efforts to improve instruction.

(6) Efforts to Improve the Administrative Function

Recognizing the need to evaluate and improve the administrative function of the college, the Dean of Academic Affairs requested that faculty members respond to a brief questionnaire giving their comments and suggestions relative to the college administration. They were asked to offer specific suggestions as to how each administrative officer might improve the performance of his duties which would consequently assist the faculty in meeting its responsibility. Other items in the questionnaire requested faculty opinions on policies, procedures, and administrative functions related to the operation of the college. A final item provided an opportunity for general comments and suggestions to the administrative staff. More than one-third of the faculty responded to the questionnaire. The information provided constitutes feedback information for use by the administrative staff in its effort to improve the operation of the college.

Several administrative officers of the college (president, dean of academic affairs, dean of student affairs, and comptroller) plan to participate in the Special Project for Development of Administrative Teams for Junior Colleges sponsored by the University of Georgia, Institute of Higher Education and financed through Title V of the Higher Education Act of 1965. Beginning in the Summer of 1969, this program is designed to improve the effectiveness of the participating administrative teams, through conferences, consultative

services to participating institutions, team intervisitations, and the survey of current literature related to administrative procedures and practices in higher education.

In an effort to improve the administrative organization and the college, several changes in the organizational control of the institution have been made. These changes are consistent with suggestions of the Visiting Committee of the Southern Association of Colleges and Schools and should enhance the effectiveness of the administrative staff. Under the revised administrative organizational plan, the librarian reports directly to the dean of academic affairs. The office of the dean of student affairs has been reorganized to include the full range of student services including the functions of the office of the registrar and director of admissions. Previously the administrative officials of these offices had reported directly to the president.

(7) Faculty-Student Relationships

Effort was made throughout the year to improve faculty-student relations and to provide effective channels of communication between faculty and students. A committee composed of faculty and students devoted considerable study developing and implementing procedures which would provide for greater student involvement in the affairs of the institution. The committee presented recommendations which included, among other things, student representation on all faculty committees, the Faculty Council, and the Administrative Council. These recommendations were approved by the Faculty Council and implemented during the spring quarter. The reaction from students and faculty has been favorable.

(8) Core Curriculum

The general education curriculum was revised to provide additional flexibility for students enrolled in the college transfer program. Consistent with the guidelines of the University System Core Curriculum, the faculty developed a Core Curriculum which was approved by the University System Committee on Transfer of Credit. Upon the approval of the Core Curriculum, a booklet for student information was developed and published entitled, "Your First Two Years at Brunswick Junior College." This booklet has proved to be of value to currently enrolled students as well as to prospective new students.

## b. Special Difficulties

## (1) Academic

Brunswick Junior College has been able to draw a good per cent of the well-qualified high school graduates from the immediate attendance area, and is doing a creditable job with these students. It would appear, however, that the college cannot reasonably expect to increase substantially the per cent of such high school graduates that it can draw, nor is the number of such students likely to increase in any dramatic way under the present program of instruction. Any appreciable further growth of the college, then, would seem to depend on its ability to meet the academic needs of the less well-qualified high school graduates. This effort would seem to be consistent with the overall purpose of the junior college as a part of the total effort in higher education. The faculty of the college has been selected primarily on the basis of their ability to teach the well-qualified students. Work in developmental studies for the less well-qualified has tended to be regarded as an unpleasant but necessary part of each academic division's responsibility. There has been some tendency for the developmental courses to be assigned to the younger, less experienced faculty members, and for the teaching of developmental work to be regarded as a kind of necessary chore. Although the faculty is extremely conscious of the need for a highly effective program in developmental studies as a basis for helping marginal students become successful, functioning, college level students, they do not seem to have a great deal of confidence in the present developmental program. One of the most serious difficulties that the college faces at the present time, then, is that of building a successful program which will enable high school graduates who are weak in motivational force and in academic skill to develop into students who can perform satisfactorily in college.

A second difficulty faced by the college is that of providing the qualified faculty needed for a well-rounded liberal arts program when the total faculty must necessarily be small in numbers. There are a number of teaching areas in which it is necessary for the college to provide a full-time faculty member, even though the demand in that area may be less than enough to justify a full-time faculty member on the basis of the University System allocation formula. We must, for instance, offer work in psychology, sociology, music, and art, even though we may not have enough demand for a full-time faculty in each field. Moreover, Brunswick is relatively isolated from sources of

part-time faculty members needed to teach courses from time to time to round out the curricular offerings. The difficulty, then, of maintaining a balanced faculty when the student body is small is one of the more serious difficulties we face.

Another problem which is inherent in the small college is the need for additional facilities that would be economically feasible if we were large, but are difficult to justify when the student body is small. We have a need for a large lecture room in order to utilize more effectively the present instructional staff and to provide more flexibility in scheduling regular classes and co-curricular activities. This problem will be more acute during the ensuing year when the large Multipurpose Room in the Physical Education Building is being used as a Student Center while the present Student Center is being expanded.

We have also some need for instruction in data processing and the use of computers in the business education department. However, the size of the college at the present time hardly justifies the acquisition of such equipment either for instructional purposes or for the added efficiency such equipment would provide in carrying out administrative functions.

(2) Equipment

During the year we experienced a major breakdown of our air conditioning system. We were able to make the necessary repairs at the expense of other maintenance costs and by deferring the purchase of needed maintenance equipment. We would have been helped a great deal if the breakdown could have been covered by insurance or contingency funds.

(3) Non-Academic Personnel

We continue to be troubled by a rapid turnover of maintenance and custodial employees and to a lesser degree of personnel on our secretarial and clerical staff. We closed the year with eleven regular hourly employees on our physical plant staff. Only three of these men were working for us at the beginning of the year on July 1, 1968. Twenty-one other employees had been employed as permanent employees during the fiscal year but had left for various reasons. We feel that more adequate compensation would enable us to employ personnel of a more permanent nature.

Out of a secretarial-clerical staff of thirteen we had six resignations during the year. Such a turnover is rather expensive and gives us some cause for concern.

c. Need for New Construction, Repairs to Physical Plant, and Increased Financial Support

(1) Needed Facilities

- (a) Library Building (Preliminary Planning Underway, Project T-12)
- (b) Plant Maintenance Building
- (c) Science/Classroom Building
- (d) Paramedical/Continuing Education Facility
- (e) Fine Arts Center
- (f) General Classroom Building

(2) Special Needs for Campus Development

- (a) Adequate parking facilities near the Physical Education Building
- (b) Adequate lighting around the Physical Education Building
- (c) New well and underground water system for southern portion of campus
- (d) As soon as Altama Avenue is converted to a four-lane drive, it will be necessary to change the main entrance to the campus and to construct the visitor-staff parking lot as shown on the campus master landscape plan.
- (e) Conversion of present faculty-staff parking area to a pedestrian mall as indicated on the campus master landscape plan

(3) Additional Personnel Needed

- (a) Academic
  - : Library Cataloger
  - : Audio-Visual Aid Coordinator
  - : Half-time position in Continuing Education and Public Services (Position to be shared with the University of Georgia, Division of Continuing Education and Public Services)

- : Two faculty positions in the area of developmental programs
- : Institutional Research Planning and Development Director
- : Data Processing Director and Instructor

(b) Non-Academic

- : Secretarial..... 4
- : Custodial..... 2
- : Maintenance..... 1
- : Grounds..... 1

(4) Additional Supplies and Equipment needed

- (a) Library (Microfilm & Equipment)           \$20,000
- (b) Data Processing Equipment & Supplies   \$10,000

(5) Repairs to Physical Plant

- Air conditioning - Gymnasium
- Improve existing air conditioning equipment

## Section II

## A. CONSTRUCTION AND GIFTS

## 1. New Construction Underway or Completed During the Year

## a. Health and Physical Education Building

The completion of the Health and Physical Education Building in December, 1968, gave a much needed boost to faculty, student, and staff morale. Construction of athletic fields and tennis courts gave us facilities which had been totally lacking on campus. Continued development of these facilities will improve the activity programs and enhance the esthetic value of the campus. The campus has been well kept and presents a most pleasing appearance. Students, faculty, staff, and the community should be commended for their assistance in maintaining the attractive grounds and facilities and for their pride and respect for the campus.

The Maintenance Supervisor and all of the personnel involved in plant maintenance, operation, and grounds work should be commended for their fine work and effort in maintaining the campus facilities.

## b. Student Center Addition

After considerable delay, the Student Center Addition was started on August 11, 1969. The delay in starting construction of the Student Center Addition was most discouraging and resulted in some loss in auxiliary enterprises income as we were operating on a month-to-month basis during the past several months.

## 2. Gifts

## a. Donations made to Brunswick College Foundation, Inc., for Student Scholarship-Loan Fund

## (1) Cash Donations

Edith M. Perkinson	\$ 1,523.75
Dorothy C. Ramer	1,000.00
Sea Island Foundation, Inc.	1,000.00
Glynn Concrete Company	300.00
Seaboard Construction Co.	1,000.00
William H. Goodyear	100.00
Altman's Shops, Inc.	25.00
American National Bank	1,000.00
Parker-Helms Supply, Inc.	100.00
First National Bank	1,000.00
St. Simons State Bank	200.00
T. M. Evans Foundation	250.00

Cash Donations to Foundation (Continued)

Irma M. Rue	125.00
Brunswick Pulp & Paper	500.00
Brunswick Pulp & Paper	500.00
St. Simons Drug Company	100.00
May P. Abreu	500.00
Joseph Charles Keaney	50.00
Glynn Wholesale Bldg. Materials	100.00
Mr. W. F. Crandall	100.00
Isabelle Hoxie Middleton	100.00
J. D. Compton	100.00
Mr. Ralph L. Moore	100.00
Robert H. Jones	25.00
First Federal Savings & Loan	200.00
Irma M. Rue	125.00
Mrs. Thomas H. McInnerney	50.00
Atlanta Gas Light Company	1,000.00
Louise Pfeiffer Ringel	250.00
Altman's Shops, Inc.	175.00
Mrs. J. Dugald White	1,000.00
Patillo Construction Co., Inc.	100.00
King Shrimp Company	250.00
Sea-Pak Division of W. R. Grace Co.	500.00
I. B. M.	100.00
Mrs. George W. Perkins	1,000.00
Miss Terrill Thomas	1,000.00
Mrs. Mathew (Irma M.) Rue	125.00
Georgia Power Company	1,000.00
Mrs. John Freeman Hart, Jr.	500.00
Hercules, Inc.	2,000.00
Mrs. Irma M. Rue	125.00

TOTAL CASH      \$19,298.75

## (2) Stocks

Mrs. R. J. Wysor	25 Shares - U. S. Steel
Mrs. Charles B. Nunnally	15 Shares - Coca-Cola
Mrs. Judson B. Shafer	25 Shares - Union Carbide

## (3) Dividends

United States Steel Corp.	30.00
Union Carbide Corporation	12.50
Coca-Cola Company	4.95
	<u>\$ 47.45</u>

## b. Cash donations made directly to Brunswick Junior College

## (1) Financial Aid for Students

National Institute of Health	NIH Funded Grants (CWSP & EOG)	\$ 2,850.00
Coastal Chevrolet Corp.	Athletic Grant-In-Aid	250.00
Delta Sigma Theta Sorority	Scholarship	240.00
Board of Regents	Scholarships	666.00
Exchange Club of Brunswick	Scholarship	210.00
Glynn County Medical Auxiliary	Scholarship - Nursing	500.00
Robinson Homes, Inc.	Elliott Robinson Sch.	80.00
National Institute of Health	NIH Funded Grants (CWSP & EOG)	4,000.00
Mrs. Edward G. Goodis	Berry Moody Mem. Fund	25.00
Exchange Club	Scholarship	210.00
University System of Georgia	Law Enforcement Assistance Program	6,100.00
National Institute of Health	NIH Funded Grants (CWSP & EOG)	3,500.00
Mr. Howard Tyson	Chemical Technology Sch.	500.00
Board of Regents	Scholarships	667.00
Robinson Homes, Inc.	Elliott Robinson Sch.	80.00
National Institute of Health	NIH Funded Grants (CWSP & EOG)	3,500.00
Episcopal Church, Women of Christ Church, Frederica	Scholarships	500.00
Coastal Optimist Club	Athletic Grant-In-Aid	73.00
Rodney Bennett	Athletic Grant-In-Aid	472.44
Sea Pak	Athletic Grant-In-Aid	250.00
Hercules, Inc.	Athletic Grant-In-Aid	150.00
Zell Insurance Company	Athletic Grant-In-Aid	50.00
Robinson Homes, Inc.	Elliott Robinson Sch.	80.00
Board of Regents	July & August Allotment for Law Enforcement No. 245(058)	1,036.00
Brunswick Kiwanis Club	Scholarship	500.00
Exchange Club	Scholarship	210.00
Board of Regents	Scholarships	667.00
National Institute of Health	Economic Opportunity Grant	7,150.00
National Institute of Health	NIH Funded Grants (CWSP & EOG)	2,500.00
National Institute of Health	NIH Funded Grants (CWSP & EOG)	2,335.00
Delta Kappa Gamma	Scholarship	240.00
University of Georgia	Title I Grants	2,200.00
Glynn County Education Asso.	Scholarship	270.00
	TOTAL	<u>\$42,061.44</u>

## (2) Miscellaneous Donations

Various Local Businesses	Religion In Life Week	\$100.00
American Seating Company	Athletic Equipment Fund	25.00
Hugh Garner	Athletic Equipment Fund	28.50
Seaboard Construction Co.	Athletic Equipment Fund	120.00
Glynn County Medical Auxiliary	Library Books	12.50
J. O. Boatright	Athletic Equipment Fund	50.00
The Fourteenth Region Jaycetts	Library Books	205.76
Brunswick Junior Woman's Club	Library Books	5.95
	TOTAL	<u>\$547.71</u>

## c. Gifts Other Than Cash

## (1) Library

Father Charles Willis	290 Books
Frank B. Mitchell, Jr., Family	32 Books
Mrs. James Shirley	Magazines
U. S. Fish & Wildlife - Mr. Miller	99 Magazines
Mrs. Marguerite Brown	9 Books
Anonymous	8 Books
Earl F. Hargett	2 Books
Betty Jo Strickland	2 Books
Sidney Boswell Family	21 Books
Dr. Don Roberts	17 Magazines-JAMA 1 year
Mrs. William Stakely	10 volumes Colliers Ency.
	1 Book
	Assorted Periodicals
Mr. Robert Page	1 Book
George Wall	4 Books
Fuller & DeLoach	152 Issues Journal of Accountancy (1958-1967)
Mr. Charles Reidlinger	8 Books
Mrs. McInnis	1 Book
Mr. Robert R. Mullen & Co.	2 Books
Edward V. Rickenbacker	1 Book
International Credit Union	1 Book
State of Georgia	4 Books
Miss Lee Floyd	6 Books
	5 Periodicals
Committee for Economic Development	1 Book
Social Science Press	1 Book
Georgia Forestry Committee	1 Book
Arabian American Oil Company	1 Book
Artau Family	16 Books
Mr. William Killian	1 Book
Dow Chemical Company	1 Book

Hazen Foundation	5 Books
Uniroyal, Inc.	1 Book
Mrs. Rex J. Ramer	1 Book (Yukon)
	13 Periodicals
Brunswick Jr. Woman's Club	1 Book
National Conference of State Legislative Leaders	1 Book
Columbia Broadcasting System	1 Book
Frederick Fober Films	1 Book
Mr. Allan Corley	1 Book
Miss Sara Stephens	10 Books
Brotherhood of Railroad Trainmen	3 Books
Women's Auxiliary of the Ga. Podiatry Association	Gift Subscription to Journal
Mrs. Alex Livingston	5 Years Atlanta Century
Mrs. C. Robert West	9 Books
H. R. Pierce (In honor of Leon Rice Family)	1 Book (Rice)
Dr. Pearl Waddell	1 Book
American Gear Manufacturers	1 Book
Ga. Dept. of Archives & History	1 Book
Mr. Lynn Dickerson	2 Books
Lord's New Church	1 Book
Harper & Row Publishers	2 Books
Mrs. Thomas Taylor	114 Volumes of <u>The British Poets</u>
Mr. Arden W. Dow, Asst. Director Bureau of Bus. & Economic Research	1 Book
Sarah Kittles (author; is a former BJC student)	1 Book
<b>ESTIMATED TOTAL VALUE</b>	<b><u>\$1,839.80</u></b>

## (2) Other Tangible Gifts

Mr. J. L. Bright	22 Palms
Mr. Earnest L. Robarts	68 Shrubs
	6 Loads Compost
Mrs. Sidney Evans	56 Shrubs
Mr. & Mrs. George W. Owens	20 Shrubs
Mr. Billie Joe Huff	4 Pines
Mr. Elmer Ray	Buckets for Transplanting
Mr. & Mrs. Gene Duncan	2 Palms
Mrs. Rex J. Ramer	Love Seat
Mr. William N. Stakeley	Electric Diving Scoreboard
<b>ESTIMATED TOTAL VALUE</b>	<b><u>\$3,248.50</u></b>

(3) Equipment Loaned to College

Coastal Chevrolet Company

1 Sedan Driver Education Car  
(Second Year)  
1 1969 Townsman Station Wagon  
(First Year)

ESTIMATED VALUE OF USAGE

\$700.00  
14,000 miles @ \$.05 per mile

BRUNSWICK JUNIOR COLLEGE  
Brunswick, Georgia  
31520

ANNUAL FINANCIAL REPORT  
For Year Ending June 30, 1969

BRUNSWICK JUNIOR COLLEGE  
ANNUAL FINANCIAL REPORT  
For Year Ending June 30, 1969

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## BRUNSWICK JUNIOR COLLEGE

BALANCE SHEET  
June 30, 1969ASSETS

## I. CURRENT FUNDS

## A. GENERAL

Cash in Bank - Demand Deposits	\$ 47,330.11
Certificates of Deposit	10,000.00
Petty Cash	400.00
Accounts Receivable	500.00
Central Stores Inventory	<u>7,130.13</u>

TOTAL GENERAL FUNDS	\$ 65,360.24
---------------------	--------------

## B. RESTRICTED

Cash in Bank - Demand Deposits	\$( 1,051.48)
Cash in Bank - NIH Funded Grants	1,361.56
Accounts Receivable	<u>2,428.00</u>

TOTAL RESTRICTED FUNDS	\$ 2,738.08
------------------------	-------------

## C. AUXILIARY

Cash in Bank - Demand Deposits	\$(15,980.01)
Accounts Receivable	68.22
Merchandise Inventory	<u>26,078.04</u>

TOTAL AUXILIARY FUNDS	<u>\$ 10,166.25</u>
-----------------------	---------------------

TOTAL CURRENT FUNDS	\$ 78,264.57
---------------------	--------------

## II. AGENCY FUNDS

Cash in Bank - Demand Deposits	\$ 9,072.34
--------------------------------	-------------

## III. STUDENT LOAN FUNDS

Cash in Bank - Demand Deposits	\$ 6.00
Notes Receivable	<u>1,594.00</u>

TOTAL STUDENT LOAN FUNDS	\$ 1,600.00
--------------------------	-------------

## IV. PLANT FUNDS

## A. UNEXPENDED

Cash in Bank - Demand Deposits	\$ 30,056.50
Certificates of Deposit	5,000.00 <u>\$ 35,056.50</u>

## B. EXPENDED

Land	\$ 137,088.59
Buildings	1,595,465.24
Improvements	152,798.60
Equipment	396,809.93

TOTAL EXPENDED FUNDS	<u>\$2,282,162.36</u>
----------------------	-----------------------

TOTAL PLANT FUNDS	<u>\$2,317,218.86</u>
-------------------	-----------------------

## TOTAL ASSETS

	<u>\$2,406,155.77</u>
--	-----------------------

BRUNSWICK JUNIOR COLLEGE

BALANCE SHEET  
June 30, 1969

LIABILITIES

I. CURRENT FUNDS		
A. GENERAL		
Unearned Income	\$ 16,116.85	
Accounts Payable	22,545.18	
Reserve for Stores	7,729.21	
Reserve for Working Capital	18,969.00	
Unappropriated Surplus	<u>-0-</u>	
TOTAL		\$ 65,360.24
B. RESTRICTED		
Fund Balance - Regular	\$ 1,376.52	
Fund Balance - NIH Funded Grant	<u>1,361.56</u>	
TOTAL RESTRICTED		\$ 2,738.08
C. AUXILIARY		
Reserve for Stores	\$ 26,078.04	
Deficit	<u>(15,911.79)</u>	
TOTAL AUXILIARY FUNDS		\$ <u>10,166.25</u>
TOTAL CURRENT FUNDS		\$ 78,264.57
II. AGENCY FUNDS		
Fund Balance		\$ 9,072.34
III. STUDENT LOAN FUNDS		
Fund Balance		\$ 1,600.00
IV. PLANT FUNDS		
A. UNEXPENDED		
Fund Balance		\$ 35,056.50
B. EXPENDED		
Investment in Plant - Brunswick Junior College	\$1,605,026.36	
Investment in Plant - GEA (University)	<u>677,136.00</u>	
		\$ <u>2,282,162.36</u>
TOTAL PLANT FUNDS		\$ <u>2,317,218.86</u>
TOTAL LIABILITIES		\$ <u><u>2,406,155.77</u></u>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF CURRENT INCOME  
For Year Ended June 30, 1969

	General Income	Restricted Income	Sponsored Income	Total Income
A. EDUCATIONAL AND GENERAL				
Student Fees				
Application Fee	\$ 3,800.00			\$ 3,800.00
Matriculation Fee	142,857.20			142,857.20
Non-Resident Fee	4,532.00			4,532.00
Other Student Fees	287.00			287.00
TOTAL STUDENT FEES	<u>\$151,476.20</u>			<u>\$151,476.20</u>
GIFTS AND GRANTS				
Governmental				
Dept. of Justice Police Adm. 245 (058)		\$ 150.00		\$ 150.00
Private				
Gifts for Library Books		405.26		405.26
TOTAL GIFTS AND GRANTS		<u>\$ 555.26</u>		<u>\$ 555.26</u>
SALES AND SERVICES				
Transcripts	\$ 417.00			\$ 417.00
Library Fines	329.60			329.60
TOTAL SALES AND SERVICES	<u>\$ 746.60</u>			<u>\$ 746.60</u>
OTHER SOURCES				
Veterans Adm. Recording Fee	\$ 168.00			\$ 168.00
Parking Fines	59.00			59.00
TOTAL OTHER SOURCES	<u>\$ 227.00</u>			<u>\$ 227.00</u>
PUBLIC APPROPRIATION				
State of Georgia				<u>\$611,033.00</u>
DEPARTMENTAL SERVICES				
Continuing Education				
Student Fees	16,571.08			16,571.08
TOTAL DEPARTMENTAL SERVICES	<u>\$16,571.08</u>			<u>\$ 16,571.08</u>
SPONSORED OPERATIONS				
Title I Programs			\$ 4,181.23	\$ 4,181.23
Grants and Contracts - Non Gov.				
Thiokol Chem. Tech. Prog.			850.00	850.00
TOTAL SPONSORED OPERATIONS			<u>\$ 5,031.23</u>	<u>\$ 5,031.23</u>
TOTAL EDUCATIONAL AND GENERAL INCOME	<u>\$780,053.88</u>	<u>\$ 555.26</u>	<u>\$ 5,031.23</u>	<u>\$785,640.37</u>

STATEMENT OF CURRENT INCOME (Continued)

B. AUXILIARY ENTERPRISES

Bookstore	\$ 40,462.42	\$40,462.42
Snack Bar	25,544.06	25,544.06
Vending	1,196.35	1,196.35
Transportation Dept.	1,703.82	1,703.82

TOTAL AUXILIARY ENTERPRISES \$ 68,906.65 \$68,906.65

C. STUDENT AID

Regents Scholarships	\$ 2,570.00
Gifts and Grants	
Governmental - NIH	28,278.16
State - CWSP	5,505.28
Private	5,274.46

TOTAL STUDENT AID INCOME AND RECEIPTS \$41,627.90

TOTAL CURRENT INCOME \$848,960.53 \$47,214.39

BRUNSWICK JUNIOR COLLEGE  
STATEMENT OF CURRENT EXPENSES  
For Year Ended June 30, 1969

	OBJECT CLASSIFICATION				
	GENERAL	RESTRICTED	SALARIES & WAGES	OP. SUPPLIES & EXPENSE	EQUIPMENT
<b>A. EDUCATIONAL AND GENERAL ADMINISTRATION</b>					
Office of the President	\$ 29,934.98		\$ 27,415.89	\$ 2,519.09	
Office of the Comptroller	39,320.72		28,659.92	4,507.30	6,153.50
Office of the Registrar	15,154.42		13,755.34	1,399.08	
<b>TOTAL ADMINISTRATION</b>	<b>\$ 84,410.12</b>		<b>\$ 69,831.15</b>	<b>\$ 8,425.47</b>	<b>\$ 6,153.50</b>
<b>GENERAL EXPENSE</b>					
General Institutional Faculty and Staff Benefits	\$ 25,350.39		\$ 8,966.53	\$ 16,383.86	
Central Duplicating	23,510.83		22,712.83	798.00	
	6,994.59		3,371.45	1,813.49	1,809.65
<b>TOTAL GENERAL EXPENSES</b>	<b>\$ 55,855.81</b>		<b>\$ 35,050.81</b>	<b>\$ 18,995.35</b>	<b>\$ 1,809.65</b>
<b>STUDENT WELFARE</b>					
	\$ 36,544.57		\$ 30,298.50	\$ 2,976.07	\$ 3,270.00
<b>PLANT OPERATIONS</b>					
	\$ 98,464.90		\$ 52,427.07	\$ 43,440.28	\$ 2,597.55
<b>LIBRARY</b>					
	\$ 69,507.38	\$ 405.26	\$ 29,950.21	\$ 1,680.00	\$ 38,282.43
<b>INSTRUCTION</b>					
Dean of Academic Affairs	\$ 29,114.26		\$ 27,159.10	\$ 1,436.80	\$ 518.36
Division of Business Administration	24,153.44		22,004.58	1,625.56	523.30
Division of Humanities	90,885.55		86,379.50	3,638.62	867.43
Division of Natural Science	108,950.78	850.00	101,972.38	6,773.69	1,054.71
Division of Nursing Education	46,381.50		41,809.77	3,697.23	874.50
Division of Physical Education	38,892.14		36,023.90	2,868.24	
Division of Social Sciences	61,807.99		57,661.25	3,636.74	510.00
Division of Police Administration	150.00	150.00		300.00	
<b>TOTAL INSTRUCTION</b>	<b>\$ 400,335.66</b>	<b>\$ 1,000.00</b>	<b>\$ 373,010.48</b>	<b>\$ 23,976.88</b>	<b>\$ 4,348.30</b>

STATEMENT OF CURRENT EXPENSES (Continued)

	OBJECT CLASSIFICATION				
	GENERAL	RESTRICTED	SALARIES & WAGES	OP. SUPPLIES & EXPENSES	EQUIPMENT
EXTENSION AND PUBLIC SERVICE Continuing Education	\$ 31,545.75	4,181.23	\$ 12,777.50	\$ 22,949.48	
TOTAL EDUCATIONAL AND GENERAL EXPENDITURES	\$776,664.19	5,586.49	\$603,345.72	\$122,443.53	\$56,461.43
B. AUXILIARY ENTERPRISES STUDENT CENTER					
Bookstore	\$ 42,954.71		\$ 7,251.11	\$ 35,703.60	
Snack Bar	24,880.13		7,156.79	17,723.34	
Vending	901.38		211.22	690.16	
TOTAL STUDENT CENTER	\$ 68,736.22		\$ 14,619.12	\$ 54,117.10	
TRANSPORTATION DEPARTMENT	\$ 1,029.64			\$ 1,029.64	
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	\$ 69,765.86		\$ 14,619.12	\$ 55,146.74	
C. STUDENT AID					
Regents Scholarships		2,570.00			
NIH Funded Grants:					
CWSP		23,026.94			
EOG		10,756.50			
Private Scholarships		5,274.46			
TOTAL STUDENT AID EXPENSES AND DISBURSEMENTS		\$41,627.90			
TOTAL CURRENT EXPENSES	\$846,430.05	\$47,214.39			

BRUNSWICK JUNIOR COLLEGE  
STATEMENT OF OPERATIONS OF RESTRICTED FUNDS  
For Year Ended June 30, 1969

	Balance July 1, 1967	Receipts	Disbursements/Transfers		Balance June 30, 1968
			For Direct	For Overhead	
<b>EDUCATIONAL AND GENERAL</b>					
Ramer Memorial Library Fund	\$ 135.61			\$ 135.61	-0-
Gifts for Library Books	104.47	224.21		269.65	59.03
Police Science Grant	2,947.18	2,797.18		150.00	-0-
Title I Grant	( 466.77)	4,648.00		4,181.23	-0-
Thiokol Chemical Technology Program	850.00			850.00	-0-
<b>TOTAL EDUCATIONAL AND GENERAL</b>	<b>\$ 3,570.49</b>	<b>\$ 2,075.03</b>		<b>\$ 5,586.49</b>	<b>\$ 59.03</b>

	STUDENT AID			STUDENT AID		
				STUDENT AID	STUDENT AID	
Economic Opportunity Grants	\$ 7,150.00	\$ 2,335.00	\$ 10,756.50			\$(1,271.50)
College Work-Study Program	2,929.00	22,731.00	23,026.94			2,633.06
Regents Scholarship Fund	647.00	2,000.00	2,570.00			77.00
Glynn County Medical Aux. Nursing Sch.	-0-	500.00	450.00			50.00
Exchange Club	-0-	630.00	610.00			20.00
Athletic Grant-in-Aid	195.50	1,359.44	1,409.46			145.48
Delta Sigma Theta Scholarship	-0-	240.00	80.00			160.00
Delta Kappa Gamma Society Scholarship	240.00	240.00	240.00			240.00
Ronald Adams Scholarship Fund	300.00		300.00			-0-
Parkwood Extension Home Economics Club	150.00		150.00			-0-
Music Scholarship Fund	111.61	3.00				114.61
Elliott Robinson Scholarship Fund	-0-	240.00	240.00			-0-
Episcopal Church Scholarship	-0-	500.00	475.00			25.00
Hamlin Boswell Memorial Scholarship	240.00	270.00	240.00			270.00
Berry Moody Memorial Athletic Scholarship	125.00	90.40				215.40
Brunswick Kiwanis Club Scholarship Fund	80.00	500.00	580.00			-0-
Chemical Technology Scholarship Program	-0-	500.00	500.00			-0-

TOTAL STUDENT AID	TOTAL RESTRICTED FUNDS	TOTAL STUDENT AID	TOTAL RESTRICTED FUNDS
\$12,168.11	\$15,738.60	\$32,138.84	\$34,213.87
\$41,627.90	\$47,214.39	\$2,679.05	\$2,738.08

BRUNSWICK JUNIOR COLLEGE  
 STATEMENT OF TRUST FUND BALANCES  
 For Year Ended June 30, 1969

Balance, July 1, 1968		\$ 430.00
Receipts		
Gifts and Grants	\$ 45.00	
Loans Collected	2,828.50	
Service Charges Collected	<u>24.00</u>	
Total Receipts		<u>2,897.50</u>
Balance July 1, 1968 plus Receipts		\$3,327.50
Disbursements:		
Loans to Students		<u>3,321.50</u>
Total Cash Balance July 30, 1969		6.00
Notes Receivable		<u>1,594.00</u>
Total Fund Balance June 30, 1969		<u><u>\$1,600.00</u></u>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF TRUST FUND BALANCES BY FUND  
For Year Ended June 30, 1969

	Fund Balance July 1, 1968	Additions	Deductions	Fund Balance June 30, 1969
Glynn County Association of Life				
Underwriters Loan Fund	\$ 56.00	\$ 719.00	\$ 600.00	\$ 175.00
Earl F. Hargett Loan Fund	56.00	1,305.50	1,646.50	(285.00)
Glynn Academy Senior Loan Fund	209.00	685.00	845.00	49.00
St. Simons Jaycees Student Loan Fund	73.00	157.00	200.00	30.00
Davis Thorpe Loan Fund	36.00	31.00	30.00	37.00
<b>TOTAL TRUST FUNDS</b>	<b>\$430.00</b>	<b>\$2,897.50</b>	<b>\$3,321.50</b>	<b>\$ 6.00</b>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF CHANGES IN CASH BALANCES  
For Year Ended June 30, 1969

	Cash Balance July 1, 1968	Receipts For Year	Disbursements For Year	Cash Balances June 30, 1969
CURRENT FUNDS				
General	\$51,170.84	\$786,985.37	\$780,426.10	\$57,730.11
Restricted	15,738.60	43,422.38	58,850.90	310.08
Auxiliary Enterprises	( 9,308.96)	69,024.68	75,695.73	(15,980.01)
TOTAL CURRENT FUNDS	\$57,600.48	\$899,432.43	\$914,972.73	\$42,060.18
AGENCY FUNDS	\$ 3,455.40	\$ 38,030.52*	\$ 32,413.58	\$ 9,072.34*
LOAN FUNDS	\$ 430.00	\$ 2,897.50	\$ 3,321.50	\$ 6.00
PLANT FUNDS	\$32,082.52	\$ 31,394.62	\$ 28,420.64	\$35,056.50
TOTALS	\$93,568.40	\$971,755.07	\$979,128.45	\$86,195.02

\*Includes \$2,338.00 Unearned Income

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF RECONCILED BANK BALANCES  
June 30, 1969

AMERICAN NATIONAL BANK		
Demand Deposits	\$31,660.18	
Certificates of Deposit	<u>10,000.00</u>	
TOTAL AMERICAN NATIONAL BANK		\$41,660.18
FIRST NATIONAL BANK		
Demand Deposits	\$39,134.84	
Certificates of Deposit	<u>5,000.00</u>	
		\$44,134.84
PETTY CASH		<u>400.00</u>
TOTAL BANK BALANCES, JUNE 30, 1969		<u><u>\$86,195.02</u></u>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF AGENCY FUNDS  
For Year Ended June 30, 1969

	Cash Balance July 1, 1968	Receipts For Year	Disbursements For Year	Cash Balance June 30, 1969
<b>STUDENT ACTIVITIES</b>				
Unearned Income		\$ 2,338.00		\$2,338.00
Student Activity Account	732.57	14,755.83	\$14,800.88	687.52
Athletic Account	1,266.20	8,072.00	8,837.65	500.55
Alumni Account	-0-	29.00		29.00
Brunswick Junior College Guest Fund	29.47		25.00	4.47
Student Insurance	-0-	14.00	14.00	-0-
Golden Isles Concert Chorus	700.07	168.89	780.20	88.76
First Aid Supplies Account	25.00			25.00
Clubs - Baptist Student Union	231.06	99.00	330.06	-0-
Clubs - Student Education Association	.50			.50
Clubs - Phi Theta Kappa	37.00	522.00	564.10	( 5.10)
Clubs - Student Nurses Association	69.53	477.32	546.85	-0-
Concession Income	-0-	177.30	177.30	-0-
Athletic Equipment	-0-	364.03	484.26	(120.23)
Designated Scholarships	364.00	1,644.50	1,524.50	484.00
Veterans Adm. Private Inst.	-0-	2,682.00	2,682.00	-0-
Lock Off Set	-0-	130.50	130.50	-0-
Booster's Club	-0-	456.15	478.90	(22.75)
Law Enforcement Account	-0-	6,100.00	1,037.38	5,062.62
<b>TOTAL AGENCY FUNDS</b>	<b>\$3,455.40</b>	<b>\$38,030.52</b>	<b>\$32,413.58</b>	<b>\$9,072.34</b>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF UNEXPENDED PLANT FUNDS  
For Year Ended June 30, 1969

BALANCE, JULY 1, 1968		\$32,082.52
ADDITIONS		
Interest Earned	\$ 2,953.79	
Transfer from Auxiliary Enterprises	3,440.83	
State Appropriation	<u>25,000.00</u>	
TOTAL ADDITIONS		<u>\$31,394.62</u>
BALANCE JULY 1, 1968 PLUS ADDITIONS		\$63,477.14
DEDUCTIONS		
Improvements Other than Buildings:		
Landscape Plans	\$ 2,154.56	
Landscape-Phys. Ed. Building	752.89	
Physical Education Area		
Development	<u>25,351.38</u>	
TOTAL IMPROVEMENTS		\$28,258.83
Equipment		
Office Equipment	<u>161.81</u>	
TOTAL DEDUCTIONS		<u>\$28,420.64</u>
BALANCE JUNE 30, 1969		<u><u>\$35,056.50</u></u>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF OPERATIONS OF UNEXPENDED PLANT FUNDS  
For Year Ended June 30, 1969

BUILDINGS

New:

Interfaith Chapel  
Renovations:  
Classroom Building  
Administration Building

TOTAL BUILDINGS

Balance July 1, 1968	Receipts	Disbursements	Transfers	Balance June 30, 1969
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\$ 130.00				\$ 130.00
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106.99	\$25,000.00		\$( 106.99)	25,000.00
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\$ 236.99	\$25,000.00		\$( 106.99)	\$25,130.00
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IMPROVEMENTS OTHER THAN BUILDINGS

Landscaping  
Master Campus Plan  
Landscape Gym & Student Center  
Entrance Ways & Markers  
Physical Education Area

TOTAL

\$ 404.56		\$ 404.56		-0-
3,500.00		1,750.00		1,750.00
650.00		752.89		( 102.89)
.16			( .16)	-0-
21,480.72	2,953.79	25,351.38	697.36	( 219.51)

\$26,035.44	\$2,953.79	\$28,258.83	\$ 697.20	\$ 1,427.60
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EQUIPMENT

Office Equipment  
Snack Bar Equipment

TOTAL

\$ 1,576.00		\$ 132.25		\$ 1,443.75
		29.56	2,000.00	1,970.44
\$ 1,576.00		\$ 161.81	\$ 2,000.00	\$ 3,414.19

FUND BALANCE

\$ 591.17			\$( 590.21)	\$ .96
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AUXILIARY ENTERPRISES  
REPLACEMENT RESERVE

\$ 3,642.92	\$ 3,440.83		\$(2,000.00)	\$ 5,083.75
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GRAND TOTAL

\$32,082.52	\$31,394.62	\$28,420.64		\$35,056.50
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BRUNSWICK JUNIOR COLLEGE

SUMMARY OF INVESTMENT IN PLANT

As of June 30, 1969

INVESTMENT IN PLANT JULY 1, 1968		\$1,917,983.13
ADDITIONS		
Expended from Educational and General Funds and Included in Current Expenditures	\$ 56,461.43	
Expended from Auxiliary Enterprises Funds and Included in Current Expenditures	-0-	
Expended from Agency Funds	484.26	
Expended from Plant Funds	28,420.64	
University System Equity in Gymnasium	3,297.67	
Expended by Georgia Education Authority (University)	<u>290,667.52</u>	
TOTAL ADDITIONS		<u>\$ 379,331.52</u>
TOTAL INVESTMENT PLUS ADDITIONS		\$2,297,314.65
DEDUCTIONS		
Removal of Temp. Phys. Ed. Building	\$ 3,056.40	
Inventory Adjustments	<u>12,095.89</u>	
TOTAL DEDUCTIONS		<u>\$ 15,152.29</u>
TOTAL INVESTMENT IN PLANT JUNE 30, 1969		<u><u>\$2,282,162.36</u></u>

BRUNSWICK JUNIOR COLLEGE

STATEMENT OF INVESTMENT IN PLANT  
For Year Ended June 30, 1969

	Investment July 1, 1968	Additions	Deductions	Investment June 30, 1969
A. LAND				
Campus	\$ 137,088.59			\$ 137,088.59
B. BUILDINGS				
Clara/Wood Gould Memorial Library/Administration	\$ 217,920.48			\$ 217,920.48
Classroom Building	389,782.38			389,782.38
Student Center Building	113,674.04			113,674.04
Maintenance Building	103,762.37			103,762.37
Physical Education Bldg.	3,056.40	3,297.67	3,056.40	3,297.67
Gymnasium-Bldg. Auth.	492,134.81	274,893.49		767,028.30
Total Buildings	<u>\$1,320,330.48</u>	<u>\$278,191.16</u>	<u>\$ 3,056.40</u>	<u>\$1,595,465.24</u>
C. IMPROVEMENTS OTHER THAN BUILDINGS				
Campus Lighting System	\$ 10,775.09			\$ 10,775.09
Paving, Curbs, & Sidewalks	82,487.05			82,487.05
Landscape	17,480.28	2,907.45		20,387.73
Entrance Ways & Markers	3,293.81			3,293.81
Irrigation System	1,000.00	3,230.63		4,230.63
Physical Education Area Development	9,019.28	22,605.01		31,624.29
Total Improvements	<u>\$ 124,055.51</u>	<u>\$ 28,743.09</u>		<u>\$ 152,798.60</u>
D. EQUIPMENT				
Clara Wood Gould Memorial Building	\$ 180,172.29	\$ 48,356.54	\$ 2,418.00	\$ 226,110.83
Classroom Building	124,793.12	5,345.29	9,677.89	120,460.52
Student Center Bldg.	15,853.39	29.56		15,882.95
Maintenance Building	4,989.46	2,891.85		7,881.31
Automotive Equipment	9,344.24			9,344.24
Garbage Disposal Equip.	622.00			622.00
Phys. Ed. Building College	719.80			719.80
Building Authority	14.25	15,774.03		15,788.28
Total Equipment	<u>\$ 336,508.55</u>	<u>\$ 72,397.27</u>	<u>\$12,095.89</u>	<u>\$ 396,809.93</u>
TOTAL INVESTMENT IN PLANT	<u>\$1,917,983.13</u>	<u>\$379,331.52</u>	<u>\$15,152.29</u>	<u>\$2,282,162.36</u>

BRUNSWICK JUNIOR COLLEGE

Statement of Surplus  
June 30, 1969

EDUCATIONAL AND GENERAL

Unappropriated Surplus, July 1, 1968 \$ 499.92

Additions:

Excess Income over Expenditures

Total Income Earned \$785,640.37

Total Expenditures 782,250.68

Total Excess Income over Expenditures 3,389.69

Unappropriated Surplus, July 1, 1968, Plus Additions \$ 3,889.61

Other Additions and (Deductions)

Surplus Adjustments \$ 308.62

Increase in Surplus Reserves (4,198.21)

Transfers to Other Funds ( -0- ) ( 3,889.61 )

Educational and General Unappropriated Surplus, June 30, 1969 -0-

AUXILIARY ENTERPRISES

Unappropriated Surplus July 1, 1968 \$ (9,122.71)

Additions:

Excess Income over Expenditures

Total Income Earned \$ 68,906.65

Total Expenditures 69,765.86

Total Excess of Income over Expenditures \$ ( 859.21 )

Unappropriated Surplus July 1, 1968, Plus Additions \$ ( 9,981.92 )

Other Additions and (Deductions)

Surplus Adjustments \$ -0-

Increase in Surplus Reserves (2,489.04)

Transfer to Plant Funds:

Replacement Reserves (3,440.83) \$ (5,929.87)

Auxiliary Enterprises Unappropriated Surplus June 30, 1969 \$(15,911.79)

## BRUNSWICK JUNIOR COLLEGE

June 30, 1969

## ANALYSIS OF ACCOUNTS PAYABLE

	Accounts Payable July 1, 1968 As Adjusted	Accounts Payable June 30, 1969
<b>ADMINISTRATION</b>		
<u>Comptroller's Office</u>		
Operating Supplies	\$ 194.84	\$ 105.64
Equipment Rental		213.46
 <u>Registrar's Office</u>		
Operating Supplies		.45
<b>GENERAL EXPENSE</b>		
<u>General Institutional</u>		
Operating Supplies		29.50
Printing		786.96
Equipment		1,809.65
<b>STUDENT AFFAIRS</b>		
Operating Supplies & Expense	5.40	297.46
Equipment		2,850.00
<b>PLANT OPERATIONS</b>		
Operating Supplies		648.49
Repairs		578.67
Equipment	27.20	899.97
<b>LIBRARY</b>		
Operating Supplies & Expense	898.44	247.50
Equipment	1,136.67	1,100.00
Library Books	11,409.45	7,432.60
<b>INSTRUCTION</b>		
<u>Academic Dean</u>		
Operating Supplies		1.03
Travel		50.65
 <u>Division of Business Administration</u>		
Operating Supplies & Expense		144.36
Equipment	37.61	523.30
 <u>Division of Humanities</u>		
Operating Supplies & Expense		23.99
Equipment		363.62

	Accounts Payable July 1, 1968 As Adjusted	Accounts Payable June 30, 1969
<u>Division of Natural Science</u>		
Operating Supplies	\$ 1,002.89	\$ 23.70
Equipment	4,295.70	1,054.71
<u>Division of Nursing</u>		
Operating Supplies & Expense	55.00	405.40
Travel		84.00
Equipment	185.00	454.50
<u>Division of Physical Education</u>		
Operating Supplies & Expense	765.79	510.23
<u>Social Science</u>		
Operating Supplies & Expense	47.85	678.25
Equipment		510.00
CENTRAL STORES		
Operating Supplies		<u>717.09</u>
TOTAL	<u>\$20,061.84</u>	<u>\$22,545.18</u>