



CHRISTOPHER  
NEWPORT  
COLLEGE

## CNC CHRONICLE

Date: August 26

Number: 23

*Published by the Office of the Vice President for Academic Affairs*

### Monday

August 29

### Tuesday

August 30

Library Building Committee - 10:00 AM - Library Conference Room

### Wednesday

August 31

### Thursday

September 1

### Friday

September 2

### Saturday

September 3

### Sunday

September 4

## OFFICIAL ANNOUNCEMENTS

### Major Program Assessment

During the 1987-1988 academic year each major program offered at the College devised and refined an assessment plan for that program. These plans were reviewed and approved by the appropriate school dean, the Program Review Committee (PRC) and this office. They form an integral part of the overall assessment plan that was submitted to SCHEV last spring. Each such plan constitutes a commitment by a departmental faculty to engage in a number of assessment activities on an ongoing basis. The cumulative results of these activities will then provide a partial basis for the department's report to the PRC in the normal five-year program review cycle. This part of the general assessment plan (i.e., the major program part) was favorably received by SCHEV staff. Now, in 1988-1989, we must implement the major program assessment plans to which we committed in 87-88.

In order to make this implementation phase proceed as smoothly as possible, I have asked Dr. Lee Doerries, Professor of Psychology, to serve this year as the assessment coordinator for major programs. His charge in this capacity is as follows:

1. to coordinate the implementation of department major and program assessment plans approved by the Program Review Committee during the 1987-1988 academic year;
2. to work cooperatively with department chairmen, program coordinators, and their respective faculties to assist their implementation of assessment plans in accordance with the SCHEV-approved time table;
3. to assist department chairmen, program coordinators, and their respective faculties in developing appropriate record keeping of assessment data;
4. to assist department chairmen, program coordinators, and their respective faculties in interpreting assessment data;
5. to assist department chairmen, program coordinators, and their respective faculties in modifying approved program goals and plans in accordance with procedures established by the Vice President for Academic Affairs;
6. to apprise the College's Assessment Steering Committee of the progress of departments and programs in meeting the previously stated objectives.

In discharging these duties, Dr. Doerries will report directly to this office. Please note that his role here is that of a helper and a facilitator -- and that, in particular, he is not responsible for assuming duties that are the proper responsibility of department chairmen and program coordinators. Inasmuch as Dr. Doerries chaired the PRC throughout the period in which the major field assessment plans were devised, refined, and approved, he is especially well-prepared to discharge the duties attendant to his appointment.

First steps are important ones. Patterns and habits established

in this first year of implementation will likely be with us for a long time. It is therefore in our interest to take advantage of every opportunity to make these first steps thoughtful, effective, and productive ones. To this end, Dr. Doerries will be calling on department chairmen and program coordinators throughout the year and will be reporting back to this office and the Assessment Steering Committee on a regular basis. I invite all such persons to call upon him as well and to take full advantage of the assistance that he is prepared to render.

-- Vice President for  
Academic Affairs

---

### NEWS AND GENERAL INFORMATION

#### Annual Competition for Fulbright and Other Grants to Close Soon

The 1989-90 competition for grants for graduate study abroad offered under the Fulbright Program and by foreign governments, universities, and private donors will close on October 31, 1988. Only a few more weeks remain in which qualified graduate students may apply for one of the approximately 700 awards to over 70 countries.

Most of the grants offered provide round-trip transportation, tuition and maintenance for one academic year; a few provide international travel only, or a stipend intended as a partial grant-in-aid.

Applicants must be U.S. citizens at the time of application, and must generally hold a bachelor's degree or its equivalent before the beginning date of the grant, and in most cases, should be proficient in the language of the host country. Except for certain specific awards, candidates may not hold a Ph.D. at the time of application.

Creative and performing artists are not required to have a bachelor's degree, but must have four years of professional study or equivalent experience. Candidates in medicine must have an M.D. or equivalent (e.g., O.D., D.D.S.) at time of application.

Application forms and further information for students currently enrolled at Christopher Newport College may be obtained from the Fulbright Program Adviser Dr. Sanford Lopater, who is located in 118A Wingfield Hall. The deadline for filing an application on this campus is October 1, 1988.

-- Submitted by Sandy  
Lopater

\* \* \* \* \*

#### Christopher Newport College 9th Annual Fall Fest

This year's fest will be held on Saturday, September 24th from 10:00 am to 4:00 pm. Among the many scheduled activities will be an arts and crafts show under the direction of the Peninsula Arts and Crafts Exchange. A reduced rate of \$10 per table is being offered to all CNC faculty, staff, and students. If you are

interested in reserving a booth for exhibiting your works, then please contact: Charlotte Delaney, at 826-9638.

Have a good remaining summer and remember, fall will be here before you know it!

-- Mary Beth Merica  
Promotions Co-  
ordinator, Fall  
Fest

\* \* \* \* \*

To Administrative Faculty

Please plan to attend the Administrative Faculty Luncheon on Thursday, September 8th at noon in the Banquet Room of Christophers. Go through the cafeteria line and join us in the Banquet Room. Please call 7158 by Thursday, September 8 at 9 am if you plan to attend.

NOTE: The September luncheon has been changed to the second Thursday and the October luncheon will also be held on the second Thursday (October 13). Please note the changes from the regular scheduled dates on the first Thursday of each month.

-- Agnes Braganza, Con-  
tinuing Education

\* \* \* \* \*

FOUND: A gold bracelet, in one of the elevators in the Administration Building. Call Webber Casey, 599-7051 and describe in reasonable detail.

-- Webber Casey

\* \* \* \* \*

Christopher's Cafeteria Menu

Christopher's Cafeteria welcomes everyone back for the new college year. We wish very much to satisfy your palate with nutritious entrées.

Our new menu includes three of our five entrées offered daily on the hot line. Two hot line entrées are left to the creativity of our chef.

We are offering a special food selection to be served off our grill line. The potato bar will also be served from our grill line on selected days.

Christopher's goal is to offer our students, faculty and staff the most appetizing, economical and nutritious food experience in the 1988-89 college year.

-- Ann M. Taylor  
Cafeteria Manager

- - - - -

August 29 - September 2

Monday  
Hot Line  
Lasagna w/Garlic Toast  
Fried Chicken  
Sweet & Sour Pork w/Rice

Grill  
Burritos

Tuesday

Teriyaki Beef Kabobs (2)  
Super Nachos  
Turkey & Dressing

Pizza  
Potato Bar

Wednesday

Taco Salad  
Jumbo Round Cheese Ravioli  
Chicken Chow Mein w/Rice or  
Noodles

Shrimp in the Basket  
Potato Bar

Thursday

Beef Enchiladas  
Stuffed Pork Chops  
Spaghetti w/Meat Sauce

Tacos

Friday

Seafood Platter w/Crab Cake  
Fish, Coleslaw & Hushpuppies  
(\$2.25)  
Stuffed Cabbage  
Shrimp Fried Rice

Hot Roast Beef Sandwiches

\* \* \* \* \*

Flashlight Batteries Prove Hazardous

Normally, general purpose (carbon zinc) and heavy duty (zinc chloride) batteries may be mixed together in the same flashlight or electronic component (portable radio, tape player, etc.). However, alkaline and rechargeable batteries should always be used alone and never mixed with any other type of battery. Mixing of either of these two types of batteries could cause a hazard. For example, if a rechargeable battery and an alkaline battery are used in a flashlight, the rechargeable battery will probably lose its charge first. This may cause the alkaline battery to reverse its charge or leak.

The alkaline battery is an extremely powerful battery and should be handled carefully following the manufacturer's instructions for the battery. If the spring in the battery compartment should tear the protective coating of the battery, it could cause the battery to short out and overheat. An alkaline battery that overheats can reach a temperature of 200 degrees Fahrenheit which could cause burns when handling. For this reason alkaline and rechargeable batteries should be handled carefully at all times.

When handling batteries, use the following procedures:

- a. Always use similar type batteries in a single flashlight or electronic component. Never mix alkaline or rechargeable batteries with other battery types.
- b. Never charge dry cell batteries except those that are denoted as rechargeable by the manufacturer.
- c. Check your battery compartment or flashlight casing for any breaks or metal parts that may damage battery casings. Any damage to the battery casing may cause shorts or leaks.
- d. Check the battery casing before placing batteries in the flashlight or electronic component. Batteries with damaged casings could short or leak when placed into operation.
- e. Use care when placing the batteries in the battery compartment. Rough handling may cause damage to the casing.
- f. Use care when placing the cover on the flashlight. Ensure the spring end does not damage the battery casing or short the battery while twisting it on.

g. Should a battery short or leak, be careful how you handle the flashlight or electrical component. If the battery must be removed while the item is still hot, use a glove. Remember, a shorted alkaline battery can reach a temperature of 200 degrees Fahrenheit. Carefully remove the batteries over a disposable metal container. If the battery has leaked, harmful liquids will have contaminated the batteries or may flow out of the battery casing. In this case, use a plastic bag to contain the liquid, battery and any other contaminated items before disposal.

Don't get frustrated and throw everything in the trash. Most manufacturers have a guarantee to replace or repair, at their option, any device damaged by their batteries. However, this guarantee does not cover batteries that have been damaged by abuse, charging when not allowed or mixing with other battery types. Check the battery guarantee with the manufacturer as you may be required to ship all components to verify the damage before the manufacturer will honor a guarantee.

Reprinted from Vanguard, August 1988.

-- Safety Officer

\* \* \* \* \*

#### Correction

The room number for Telephone Centrex Training was incorrectly issued in a recent memorandum for the Office of Logistics. The correct number is Campus Center, Room 214.

-- Alice J. Babcock  
Director of Logistics

\* \* \* \* \*

#### National Faculty Exchange

As of July 1, 1986, Christopher Newport College became a member of the National Faculty Exchange. The following description of the program and its goals, and benefits, was taken from the NFE Handbook:

"The National Faculty Exchange (NFE) is a centrally directed institution-based membership program which has been designed to facilitate opportunities for exchange of faculty, administrators and staff among colleges, universities, or any other agency or entities in the United States, its territories and Canada. NFE provides an opportunity for faculty and staff to revitalize their professional and personal perspectives through a change of working and living environments.

As one component of an institution's faculty, administrator and staff development programs, the National Faculty Exchange introduces new people with new ideas into academic programs, faculty and student services and the administrative structures of the institution. In addition, it provides ways for faculty and staff to have an experience which will stimulate them to discover and try fresh approaches to professional tasks.

The National Faculty Exchange does not replace careful hiring of new faculty and staff and aggressive sabbatical programs; however, a formal, coordinated program of exchange among a committed group of institutions may provide a new means for

faculty and staff development, a creative mechanism for a college or university to fill temporary faculty or staff needs, and new options for interinstitutional communication and cooperation.

The exchange of professional personnel is a significant approach to faculty and staff development. The variety and number of opportunities in higher education across the United States, coupled with the cultural and geographic diversity in this country, provide countless combinations of learning situations. Through the mechanism of the National Faculty Exchange, these opportunities are available at minimal cost to both the exchange participant and the institution. The small investment necessary to provide interested participants with the chance to leave their usual place of employment will result in multiplied benefits for participants, institutions and higher education.

The results of working in a new situation are not easily defined because they vary considerably with the individual involved. There is the nebulous, but real, personal growth and renewal that comes in planning and making a change from the normal routine and setting. It involves facing new challenges and stimuli while being away from the accustomed faces and tasks. From the experience comes added energy, revitalization, changes in perspective, new ideas, and a sense of accomplishment.

Exchange offers an opportunity to teach new courses, be involved in different tasks and establish new professional contacts. Since the exchange participant is not likely to be involved in committee work, academic advising or extensive university service at the host institution, the individual is more free to pursue new teaching and research options than had he/she remained on the home campus.

Increased knowledge comes from the interchange of ideas with new colleagues, new library and other resources, and new research opportunities. In addition, there may be a chance to develop new courses; to examine different approaches to solving problems; to observe new technologies; to interact with new student populations; observe varied administrative settings; and to experience different programs, curricula, educational philosophies, and services.

For the institution, exchange offers the opportunity to schedule new courses or offer existing course options with new faces and varied approaches. The exchange of ideas between the participant and his/her new colleagues may spark new instructional or administrative approaches. Exchange offers the campus an opportunity to fill a need in one area, while giving faculty members in lower enrolled areas an opportunity for new and creative challenges at other institutions. Introduction of new faculty and staff may provide an institution with the opportunity to create new programs or services, solve administrative problems, improve existing programs, or identify approaches to areas of reorganization, retrenchment or retraining.

Other advantages for the institution may include developing projects and working relationships with other colleges and universities, accessing a pool of pre-screened faculty and staff as alternates to short term hiring situations, increasing opportunities, providing faculty and staff mobility while retaining them as continuing employees, expanding opportunities

for sabbaticals and other leaves by replacing the outgoing individual with an exchange counterpart in the same or another discipline, and demonstrating care for the development and well-being of the institutions, faculty and staff."

The deadline to apply for participation in the National Faculty Exchange Program for 1989-90 is November 7, 1988. A Review of Exchange Opportunities for the current year will inform the prospective participant of the kinds of opportunities available in 1989-90. Faculty may wish to drop by to receive a copy, or call me at 7392 and I will send you one. Interested staff persons may contact the Director of Personnel.

-- Dennis R. Ridley  
Assistant to VPAA

\* \* \* \* \*

#### Expanded Library Hours

The Captain John Smith Library will be expanding its weekend hours this fall. We will open two hours earlier on Saturday, from 9 a.m. to 5 p.m. We will also be open an hour later on Sunday, from 1 p.m. to 9 p.m.

Please let your students know about these expanded library hours.

-- Wendell Barbour  
Library Director

\* \* \* \* \*

#### Teleconference: Assessment to Improve Student Learning

There will be a video teleconference on the subject of student assessment on October 7, 1988 from 1:45 - 4:30 p.m. in the Anderson Auditorium. The following description is given in the announcement: "Assessment in an 'across the campus' activity. Through the use of panel presentations and interactivity with academic viewers from coast to coast, discussion will focus on possible directions and strategies for collaborative assessment efforts." The presentation is jointly sponsored by the National Association of Student Personnel Administrators, the American College Personnel Association, and the American Association for Higher Education. Panelists include K. Patricia Cross, Gary R. Hanson, Pat Hutchings, Theodore Marchese, Charles Schroeder and Jacqueline Woods.

-- Submitted by Dennis  
Ridley

---

#### FACULTY, STAFF, AND STUDENT NEWS

Professor Ed Boyd attended the Annual Academy of Management Meeting from August 6-August 10, which was held in Anaheim, California. The general theme of this year's meeting was the Internationalization of Management Practice and its impact upon Business School Curricula.

\* \* \* \* \*

Three magazines that appeared over the summer carried Jay Paul's work. His story "The Life That Had" was in The Crescent Review (Winston-Salem, NC). Three poems -- "Up," "Down," and "Morning"

-- were in Panoply (Kansas City, MO). Another poem, "The Sense of Community," appeared in Cube Literary Magazine (Newport News).

---

## COMMITTEE REPORTS

### Faculty Development Grant Guidelines

The Faculty Senate hereby announces the opening of the Fall Faculty Development Grant application period. Departmentally approved applications are due in the office of your dean by Friday, October 7th. Forms are available from your dean's office or from Bill Winter (A325, ext. 7092). Details on application procedures are contained on pp. 21, 22, 23 of the College Handbook, rev. 88.

For the Fall, 1988 applications, the Senate will follow the same general guidelines used in previous years by the FAC and as outlined in the College Handbook. These guidelines are summarized, as follows:

#### I. Priority Categories:

##### A. Priority One: Professional development and research.

This category is divided into two sub-categories: (1), funding to conduct the project or 'start-up' costs (this is the higher category); (2), 'Other' professional development, such as support for travel to seminars and efforts to share the results of original research.

##### B. Priority Two: Instructional development. This category includes those activities specifically intended to improve instructional effectiveness, such as workshops on pedagogy, or programs which produce new ideas, information, material, expertise, etc. which can be applied directly to the classroom. Priority is given to those projects which hold the greatest promise for immediate and direct enhancement of on-going classroom assignments.

##### C. Priority Three: Dissertation Grants: This is the lowest priority in the Handbook, to be used to support preparation of doctoral dissertations.

#### II. Additional Guidelines:

##### A. Convention travel: In the past several years, the FAC has received many applications for funds to offset expenses for travel to professional meetings. The practice of the FAC was to support such travel at a very low priority -- only after all other categories have been funded. The Senate will continue this practice. It is best to work through your chairman and your dean for such support.

##### B. Funding ceilings: Normally, dissertation grants are made up to \$500.00. Professional and instructional development grants are normally made in an amount up to \$1000.00.

- C. Retroactive grants: Retroactive requests are considered within the usual priority categories -- but only under the condition that there is documentation that the applicant did not know of the development opportunity during the regular application period. Retroactive funding is risky (there is always a chance that funds will not be available), and applicants may be better off seeking funding from a department or dean instead of relying on the next application period for a retroactive faculty development grant.
- D. Previous grants: The recency of the last award is taken into account. The more recent the latest award, the lower the priority of the current request. Applicants who have never received an award will automatically have a higher priority than those who have received awards, other factors being equal.

III. Documentation:

It is very important that all items in the proposed budget be fully explained and justified. We must have documentation of exactly what equipment, materials, books, software, etc. you need, why you need it, and why the items cannot be funded through your departmental budget.

Note: The Faculty Senate may be considering some changes in the Faculty Development Grant program during the coming year. For example, we may consider adopting a format for three application periods - Fall, Spring, and Summer. If you have suggestions for such changes, or if you have questions related to the guidelines above, please contact any member of the Senate.

-- Bill Winter, President,  
Faculty Senate

---