

The Chronicle 1983-84

November 4th
#33 of 1983

CHRISTOPHER NEWPORT COLLEGE

MON.
November 7

TUE.
November 8

WED.
November 9

Noon - Arts & Communications - Theatre Lounge

THU.
November 10

12:20 - Teacher Preparation Council - N121

FRI.
November 11

FACULTY MEETING - A105 - 3:00 pm.
2:00 - N203 - Department of English

CNC Theatre - DEATH OF A SALESMAN - 8:00 PM

SAT.
November 12

Men's & Women's Cross Country
NCAA Division III Regionals - CNC

CNC Theatre - DEATH OF A SALESMAN
8:00 PM

SUN.
November 13

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Vice President for Academic Affairs**

OFFICIAL ANNOUNCEMENTS

New Criteria for Accreditation

From December 11 through 14 I will represent Christopher Newport College at the annual meeting of the Commission on Colleges of the Southern Association of Colleges and Schools. In the course of that meeting I will be called upon to cast this College's vote in the College Delegate Assembly on the question of whether or not the Commission should effect a change from the existing "Standards of the College Delegate Assembly" to the proposed "Criteria for Accreditation" as its basic statement of requirements for accredited status by colleges and universities. This proposal has special significance for Christopher Newport College, for in the event the change is approved, CNC will be one of the first institutions to be evaluated under the new "Criteria." Copies of the proposed "Criteria" have been given wide distribution on the campus, as indicated by Vice President Summerville in the October 7 edition of the Chronicle. A resolution on the matter by the Council of Independent Colleges in Virginia was reproduced in the October 21st edition of the Chronicle. It is in the interest of each member of the College Community to become familiar with the issues involved and the changes proposed.

I am desirous that I be able to act at the coming meeting of the College Delegate Assembly with the benefit of the counsel of the Faculty of the College. Because of this, I have asked Professor Royall, the Director of the forthcoming self-study process for reaffirmation of the College's accreditation by the Southern Association, to prepare an appropriate resolution on this question for discussion and possible action by the Faculty at its November meeting.

-- President Anderson

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Agenda for the November Meeting of the Faculty

The regular November Meeting of the Faculty will be held at 3:00 p.m., Friday, November 11, 1983, in A-105. The agenda for this meeting is as follows:

- I. Approval of the minutes of the regular meeting of October 14, 1983 (p.4).
- II. Committee Reports:
 - A. Academic Status Committee..... Dr. Mazzarella
 - B. Admissions Committee..... Mr. Butchko
 - C. Curriculum Committee..... Dr. Morgan
 - D. Degrees Committee..... Dr. Paul
 - E. Faculty Advisory Committee..... Dr. Daly
 - F. Faculty Evaluation Committee..... Dr. Coker
 - G. Nominations Committee..... Dr. Herrmann
- III. Remarks by President Anderson.
- IV. Remarks by VPFA Eagle (liability insurance).
- V. New Business:
 - A. Election to fill a vacancy on the Faculty Advisory Committee.... Dr. Herrmann
 - B. Election to fill a vacancy on the Faculty Evaluation Committee.. Dr. Herrmann
 - C. Election to fill two vacancies on the Faculty Hearing Committee. Dr. Herrmann
 - D. Consideration of recommendations from the Degrees Committee
(See CNC Chronicle of 10/21/83, p.3.)..... Dr. Paul
 - E. Consideration of recommendations from the Curriculum Committee
(See CNC Chronicle of 10/28/83, p.3.)..... Dr. Morgan
 - F. *Discussion of proposed COC/SACS Accreditation Criteria (See
CNC Chronicle of 10/7/83, p.1.)..... Ms. Royall
 - G. *Discussion of the mode of Faculty input to College Handbook.... Dr. Daly
 - H. Consideration of the following resolution offered by Professors
Daly and Pugh:
The Faculty directs that the consultation of the Vice Chairman of

the Faculty Advisory Committee with the Vice President for Academic Affairs relative "to identifying members of the Faculty who have rendered exceptional service to the college," should not include a list of recommended recipients with an accompanying rationale from the Vice Chairman of the Faculty and Chairman of the Faculty Advisory Committee.

VI. Announcements.

VII. Adjournment.

Members of the Faculty are urged to bring with them to this meeting their copies of those issues of the CNC Chronicle which are mentioned in the above agenda. Any resolutions to be offered under agenda items marked (*) will be distributed to all Faculty by the proposers at least 48 hours in advance of the 11/11/83 meeting.

-- Vice President for Academic Affairs

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Assistant to the President

Five candidates for the position of Assistant to the President will visit the campus according to the schedule listed below.

Each candidate will speak briefly at 3:00 p.m. in A-105 and respond to questions from the floor. An informal discussion will take place in the Faculty Lounge following the meeting. Faculty and Staff are encouraged to attend.

November 7	Mr. William McKee
November 9	Mr. Robert Shearer
November 10	Mr. Charles Nemeth
November 14	Mr. Thomas Cave
November 15	Ms. Cindy Bussiere

Members of the search committee will be pleased to hear from anyone wishing to express an opinion on any candidate. Committee members are:

Dr. James Windsor (Chairman)
 Dr. Richard Summerville
 Dr. Charles Behymer
 Mr. Jim Eagle
 Mrs. Margaret Stewart

Please support this effort to secure the proper person for this important position.

-- James C. Windsor
 Chairman, Search Committee

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Organizational Changes - Smith Library

The Smith Library staff has been studying its organizational structure in order to make it more effective in serving the CNC community. We have completed phase one which has combined the Cataloging and Acquisitions units into one Technical Services Department. Jennilou Grotevant will move from Readers' Services to become Technical Services Librarian. Margaret Stewart will assume responsibility for Readers' Services, and Betty Camden, Periodicals Assistant, and Laurie Strunk, Reserve Assistant, will handle interlibrary loan services.

Please note new phone numbers for the following staff members:

Jennilou Grotevant, Technical Services Librarian (Acquisitions and Cataloging,
 ext. 7137

Betty Camden and Laurie Strunk, Interlibrary Loan, ext. 7135.

-- Wendell Barbour, Library Director

The following memorandum has been sent by the College Handbook Committee; it is reproduced in the CNC Chronicle for the benefit of all interested parties.

-- President Anderson

MEMORANDUM

TO: Dr. Buck Miller, Chairman, College Handbook Committee
FROM: President Anderson
Subject: Handbook Revision Process

The following process will be followed in the evolution of the 1984-85 revision of the College Handbook:

1. The College Handbook Committee will be the institutional organ through which all recommendations, suggestions, and materials to be considered for inclusion in your final draft to me of the 1984-85 Handbook are to be processed.
2. The Committee is to hold hearings and/or conduct other such actions so as to keep all constituencies of the College informed of the Handbook status and content, and the rationale for said status and content.
3. The Committee is to further receive and review information from any College constituent and publicize its interest in doing so.
4. The Committee is to determine its own procedures, rules, and limits for the above three process charges.
5. The Committee will provide me with a final committee draft, section by section, including any minority reports by January 15, 1984.
6. I will
 - (a) disseminate by February 15, 1984, to the College Community and to the Board any changes which I effect in the Committee's recommended version; these changes will be clearly identifiable;
 - (b) invite final comment due March 15, from all internal constituencies and the Board;
 - (c) place the final document (and related supporting documents) on the agenda of the April, 1984, meeting of the Board of Visitors as an information item;
 - (d) publish the final document prior to July 1, 1984.
7. The effective date of the new Handbook will be July 1, 1984.

cc: Chronicle

NEWS & GENERAL INFORMATION

VIRGINIA VIEW Career Choice & Information Program

The VIRGINIA VIEW Career Choice and Information Program is designed to aid students who want to develop their knowledge of career possibilities. By posing a variety of issues which influence occupational satisfaction and enabling students to express their choices among a number of factors, a code, representing their preferences, may be created. The student's code may then be entered into a microcomputer which contains the VIRGINIA VIEW Career Choice Program. The computer will generate a list of occupations which reflect the person's work related needs and priorities. Those students who wish to have information describing any occupation which appears on their list, have ready access to a set of data on microfiche to which each listed occupation has been keyed. Oriented to the Commonwealth of Virginia, this information includes education programs which prepare students to enter the occupations they are considering.

As a resource, VIRGINIA VIEW may assist faculty and staff who are dealing with students needing to make decisions concerning their major or their choice of a career. A functional display of View materials will be set up so that you may familiarize yourself with them. The microcomputer containing the career choice program, as well as the microfiche information materials, will be located in room 233 of the Campus Center between two and four p.m. Tuesday, November eighth. Since it only takes ten to fifteen minutes to run through the computerized search program, I hope that you will spend a few minutes trying out this research.

In addition to this display which is especially for faculty and staff, the VIRGINIA VIEW will be set up as a functional display in the Campus Center lobby November 8, 9 and 10 from 11 a.m. to 1:30 p.m. These same resources are available to anyone who is interested on an individual basis, daily, in the Counseling and Career Services Office, CC 205. Please refer students who want to learn more about career or educational decision making to Counseling and Career Services in the Campus Center.

-- Glen Vought, Associate Director
Career & Counseling Services

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CNC Theatre Presentation

The CNC Theatre presents the American classic DEATH OF A SALESMAN by Author Miller on November 4, 5, 11, 12 at 8:00 pm in the Campus Center Theatre. Tickets: \$4.00. Faculty and Staff enjoy a discount rate of 25%. Please take advantage of this offer. The production is directed by Bruno Koch, and it introduces the scenic art of the new scene designer Chuck Riccillo to CNC Theatre audiences.

Four special performances are scheduled for nearly 1600 high school students, coming from Williamsburg, Chesapeake, Gloucester, Portsmouth, York County, Poquoson, Hampton, and Newport News. Faculty participating in seminars and discussions attending these performances are Drs. Paul (who also acts as administrative coordinator), Buoncristiani, Papageorge, Coker, Morris, Powell, Hoaglund, Doerries and Gordon. The theatre faculty will also be involved in both seminars and discussions. Two essay contests (Newport News and Gloucester) are associated with these performances and seminars. The essays of winners will be published, and prizes will be awarded at one of the performances of Godspell, scheduled for April 1984.

-- Bruno Koch, Director, Theatre Program

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Fallen Alumnus

Marine Captain John Patrick Giquere, CNC class of 1972, was killed in action off the coast of Grenada during the recent conflict. He commanded a helicopter squadron of Cobra gunships on the assault ship Guam.

Pentagon officials said the two-man helicopter was returning to the ship from a combat mission when it crashed into the Caribbean.

While at CNC Pat was a member of the basketball team and the flag football team. He held a major in Business Administration.

"He was one of the kindest, nicest people I have ever known," said Dr. Harold Cones. "He was friendly and outgoing, a special person who always spoke highly of CNC."

The flags will be flown at half mast on Friday, November 4 and Monday, November 7 in honor of Pat and other military personnel who have given their lives in recent service to their country.

-- Paula Delo
Director, Public Information

FACULTY/STAFF/STUDENT NEWS

On Saturday, November 12, Lora Friedman and Joanne Squires will be attending the Virginia Conference of the American Association of University Professors in Richmond.

AAUP is regarded as the authoritative voice of the academic profession whose purposes are to facilitate effective cooperation and the promotion of the interests of higher education and research; and, in general, to increase the usefulness and advance the standards, ideals and welfare of the profession among teachers and research scholars in universities, colleges, and professional schools.

The CNC Chapter of AAUP has 83 members from among its full time regular faculty.

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At the annual meeting of the Virginia Association on Aging held in Richmond, October 26, Ruth Kernodle received an award for the outstanding educator in Gerontology.

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Algin B. King, Dean, School of Business and Economics, was interviewed by Charles Hartig on his 30-minute program, "Conversations," on WVEC-TV, Sunday, October 30. The subject of the interview was, "The Present and Projected State of the U.S. Economy."

Dr. King was also interviewed on the Public Forum of WSNY concerning "The State of the Housing Market in the Tidewater Area." The program will be aired on November 13.

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Bob Cummings, of the Leisure Studies and Physical Education Department, has been selected to referee the Sun Belt Conference Soccer Tournament to be held at Foreman Field on November 3, 4, and 5.

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Elizabeth Daly made a presentation on Classroom Management at the State Conference of Elementary Principals sponsored by the Department of Education and held in Virginia Beach on October 24.

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James R. Hines attended the forty ninth annual meeting of the American Musicological Society in Louisville. He represented the Society's Southeast Chapter at the annual meeting of the A.M.S. Council.

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Bruno Koch gave a talk entitled, "Theatre--Reflection of Society" before members of the Kiwanis Club (Denbigh) on Tuesday, October 25.

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Bruno Koch gave a lecture on DEATH OF A SALESMAN for an English class at Kecoughtan High School on Wednesday, October 26.

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Bruno Koch was interviewed on Morning Magazine (Channel 13, TV) on November 1 in connection with the upcoming production of Arthur Miller's DEATH OF A SALESMAN.

COMMITTEE INFORMATION & FACULTY BUSINESS

MINUTES OF THE REGULAR OCTOBER MEETING OF THE CHRISTOPHER NEWPORT COLLEGE FACULTY

October 14, 1983

The meeting was called to order at 3:02 p.m. in A-105. Dr. Pugh, Vice Chairman of the Faculty, presided.

Minutes of the regular meeting of May 13, 1983 were approved.

Minutes of the special meeting of August 24, 1983 were approved.

I. ANNOUNCEMENTS:

A. Mr. Hixon reported on tax sheltered annuity programs available to the facul-

ty and announced meetings on the subject on October 24, 25, and 26 from noon to 1 p.m. in A-105.

- B. Dr. Morris announced that a brief meeting of the Dean's Colloquium Committee would be held immediately following the faculty meeting.

II. COMMITTEE REPORTS:

- A. Academic Status Committee (Dr. Mazzarella). No report.
- B. Admissions Committee (Professor Butchko). Report as published in the CNC Chronicle (Oct. 7, 1983).
- C. Curriculum Committee (Dr. Morgan). No report.
- D. Degrees Committee (Dr. Paul). Report as published in the CNC Chronicle (Oct. 7, 1983).
- E. Faculty Advisory Committee (Dr. Daly). Reports as published in the CNC Chronicle (Sept. 16, 23, 30, 1983).
- F. Faculty Evaluation Committee (Dr. Coker).
 - 1. Dr. Coker reported that the FEC reviewed departments' evaluation criteria and peer group compositions. If a department has not heard from the FEC, it may assume that both criteria and peer group compositions have been accepted.
 - 2. Dr. Coker read an excerpt from a letter sent to him by a member of the FEC in which the member expressed an opinion that the requirements that a faculty member be evaluated by others of equal rank or above and that a tenure decision be considered by tenured faculty members are being compromised by the new enlarged sizes of peer groups. The member commented further that though this change to larger groups is not a violation of rules, it works against the original intention of the requirements.
 - 3. Dr. Coker reminded second-year faculty members that they must complete and submit dossiers to their peer groups by October 17.
- G. Nominations Committee (Dr. Herrmann). No report.
- H. ad hoc Curriculum Task Force (Dr. Saunders). A proposal from this committee will be submitted to the faculty soon.

III. NEW BUSINESS:

- A. Although the Degrees Committee did not circulate a report of its recommendations relative to six student petitions three days prior to this meeting, Dr. Pugh ruled that the faculty would consider the petitions. The report was circulated one day prior to this meeting. Dr. Paul for the Degrees Committee moved that all six petitions be approved. Motion carried. (Report of the Committee on Degrees dated Sept. 30, 1983 and circulated on Oct. 13, 1983).
- B. Elections conducted by Dr. Herrmann.
 - 1. Election was held to fill a vacancy in the Honors Council. Nominated: Dr. Bauer, Dr. Lopater, Professor Casey. Elected: Dr. Lopater.
 - 2. Election to fill three vacancies on the Academic Hearing Board. Nominated: Dr. Mazzarella, Dr. Herrmann, Dr. Newell. Same elected.
 - 3. Election to fill a vacancy on the Faculty Evaluation Committee. No nominations. No volunteers. Election failed.
- C. Reports:
 - 1. Report of the Director of the Self-Study for reaffirmation of accreditation by the Southern Association of Colleges and Schools on the proposed new "Criteria for Accreditation" and their possible impact on Christopher Newport College. Professor Royall explicated her report which appeared in the CNC Chronicle (Oct. 7, 1983).
 - 2. Report on matters pertaining to faculty salary increases. Dr. Pugh declared that this item on the agenda printed in the CNC Chronicle of Oct. 7, 1983 was stated incorrectly. A memorandum of September 27, 1983 sent to Dr. Summerville, Vice President for Academic Affairs, by Dr. Daly as Chairman of the Faculty Advisory Committee and Dr. Pugh as Vice Chairman of the Faculty requested that the topic of "rewarding exceptional

service" be placed on the agenda for this meeting. Therefore, Dr. Pugh ruled that discussion was in order for the subject of "rewarding exceptional service." Dr. Friedman moved that the faculty reaffirm the position it approved in the spring of 1982 regarding a policy of merit increases:

The Faculty recognizes that evaluation for merit salary increases is one aspect of the overall evaluation plan. The notation of meritorious service is established and recommended in the evaluation procedure by a predominantly and clearly positive evaluation accompanying recommendation for retention, where appropriate. Merit salary increase is not recommended when the evaluation establishes that the evaluatee has failed to perform adequately relative to the criteria for evaluation. In the case of the evaluation of tenured members of the Faculty who are evaluated every third year, meritorious service established at the time of the evaluation is assumed to continue and apply until the next evaluation is conducted.

Dr. Miller moved to amend the motion to include the parenthetical statement (exceptional service) following the word "merit" every time the word "merit" appears.

The faculty voted to amend the motion.
The amended motion passed.

The meeting was adjourned at 3:59 p.m.

Rita Hubbard
Assistant Secretary of the Faculty

Rita Hubbard

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Curriculum Committee Minutes
Meeting #7, October 20, 1983

Political Science 348, tentatively called "Corrections and Admissions," has been proposed as a new course offering for spring. The Committee will invite a representative of the Political Science Department to meet with us next week to answer questions pertaining to that Department's recommendation. The course has been taught as a topics course previously.

The Committee approved the recommendation from Dean Durel that the BSGA distribution requirement currently listing "CPSC 220 or ACCT 201" be changed to "CPSC 210 or ACCT 201."

Also discussed were the activities leading to the proposed dissolution of the Department of Basic Studies. In order to be in a better position to make a definitive recommendation, the Committee is planning to review the following:

- a. Program Review Committee Report
- b. State of Virginia Report
- c. Basic Studies Department Response to these reports.

Meeting Adjourned.

-- Richard L. Hunter, Secretary

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Reports of the Faculty Liaison Representatives to the Committees of the Board of Visitors,
October 27, 1983

I. Committee on Development and College Relations

The Directors of Public Relations, Intercollegiate Activities, and Development and Alumni Affairs presented reports which emphasized descriptions of their major functions in order to orient the new members of the committee.

In discussing fund-raising, it was indicated that the prospects of exceeding this year's fund drive goal of \$250,000 look very good. Mr. Wood urged the Board members to be thinking about several aspects of the 1984 fund drive: a public leader for it; the goal; the needs of the College to be incorporated into the goal. Emphasis was placed on the need for building up a general, unrestricted endowment fund. Some discussion then occurred concerning the appropriate role of Board members in College fund-raising.

T. Bostick

II. Audit Committee

- A. Those in attendance were: Mr. Millner, Chairman, Mrs. Carpenter, President Anderson, Mrs. Kochli, Internal Auditor, Mr. Hake, Student Advisor, Student Rep., R. Fellowes, Faculty Rep.
- B. The Internal Auditor's Audit Plan (3 yr.) was discussed and approved by the committee. The Internal Auditor was authorized to deviate from it as necessary and appropriate.
- C. The Internal Auditor reported on audit activities conducted to date. This report will be given at every committee meeting so that the Board may be kept informed. Provisions have been made so that matters of an urgent nature will be reported to the committee.

R. Fellowes

III. Academic Affairs Committee

The reports of the two faculty liaison representatives included the following:

- A. Role of the Faculty in the Status Upgrade Process - the Faculty has exerted every effort to develop appropriate graduate degree programs. Except for possible implementation, the task of the Faculty is completed. It is now the task of the Administration, Board of Visitors and friends of C.N.C. to influence the decision-makers.
- B. Faculty Input Process to the Board of Visitors relative to the College Handbook - The question was raised as to whether the Board-designated Faculty Input Group composed of the Vice Chairman of the Faculty (Pugh), Chairman and Vice Chairman of the F.A.C. (Daly, Papageorge) and the Chairman of the Handbook Committee (Miller) would continue to function this year in that same capacity.

This query was brought to the full Board in the afternoon. Subsequent to Pres. Anderson defining a handbook development process which included two opportunities for the input of all constituencies and the forwarding of all written input to the Board along with the final version as recommended by the President, the Board dissolved the Input Group.

C. Definition of the Faculty

The committee was asked if they would find value in receiving an agenda information item which spoke to the various possible definitions of the Faculty. The committee responded affirmatively and such a paper will be prepared for inclusion in the agenda of the Board. At present there is no definition of Faculty in

the By-Laws of the Board.

- D. Rewarding Exceptional Service - The motion which passed the Faculty at its last meeting was distributed to the committee.
- E. The reassignment of academic space of the LSPE department to Intercollegiate Athletics was discussed.

The report of the V.P.A.A. included the "Enrollment & Faculty Utilization Report for Fall 1983," the 10/6/83 memo of the V.P.A.A. to the Faculty entitled "Faculty Salary Increases" (see Oct. 7, 1983 C.N.C. Chronicle), description of the Brauer Professorship, Annual Report of the Honors Council, and an update on SACS criteria for accreditation and status change proposal.

E. Daly and Jean Pugh

IV. Financial Affairs Committee

- A. The Financial Affairs Committee reviewed the Christopher Newport budget for the 1983-84 academic year and the summary financial report for the fiscal year 1982-83.
- B. A discussion was held concerning the status of the endowment funds at Christopher Newport College. The Vice President of Financial Affairs indicated that although it was not necessary to have the Board do so, it appeared advisable that the Board pass a resolution establishing both the general endowment fund of the college and a quasi endowment fund of the college. The difference between these two endowment funds relates to the source of monies for each fund and the ability of the Board of Visitors to authorize utilization of the corpus of the quasi endowment fund when in their judgement it is desirable to do so. VPFA discussed another resolution that he also recommended that the Board pass concerning the utilization of, support of, and waiver of rental charges for the presidential residence.
- C. The VPFA discussed a Board resolution which he also recommended that the College authorize commercial master charge utilization by the President, Vice Presidents, and Rector of the Board to pay for college expenses related to off-campus functions of the College.
- D. The faculty liaison member recommended the consideration of extending the privilege that the faculty members have to take Continuing Education courses at a two-thirds tuition cost, to include dependents of faculty members to take Continuing Education courses at a two-thirds tuition cost.

A. J. Papageorge

V. Buildings and Grounds Committee

Highlights of the meeting include the following items of information, and recommendations:

- Science Building

The problem with the panels will be dealt with during the month of November. There are some minor construction elements--some depending on the proper weather for completion--which must be finished before the building can be put in use. Final completion date is not definite.

- Campus Center Addition

The addition will probably open by the end of November. After the addition opens, about 2 1/2 months of work will be needed to complete the renovations in the existing Campus Center.

- The Committee recommended approval of guidelines for use of the Presidents House, of a program for certain paving and island improvements in parking lots and roads, and of a design of the West Parking Lot.

Paul Killam



Christopher Newport College

50 Shoe Lane
Newport News, Virginia 23606

November 2, 1983

MEMORANDUM

TO: Faculty, Staff, and Students

FROM: Campus Police

SUBJECT: Cardiopulmonary Resuscitation Course (CPR)

The Campus Police Department in conjunction with the 1983 pledges of Delta Sigma Theta Sorority Incorporated will offer two (12 hour) American Red Cross CPR Courses and two (4hour) CPR Refresher Courses. One CPR Course will be taught on Monday, Wednesday, and Friday, November 14, 16, and 18, 1983 from 1:00 P.M. to 5:00 P.M. and one will be taught on Saturday, December 3, 10, and 17, 1983 from 9:00 A.M. to 1:00 P.M. in Wingfield Hall Room #122. One CPR Refresher Course will be taught on Monday, November 21, 1983 from 1:00 P.M. to 5:00 P.M. and one will be taught on Monday, December 19, 1983 from 1:00 P.M. to 5:00 P.M. in Wingfield Hall, Room #122.

The CPR Instructor is Campus Police Officer Edward P. Hill who is a certified CPR Instructor for the American Red Cross and a State and National Certified Emergency Medical Technician (EMT).

The CPR Course is free. The Red Cross Textbook (No. 321907) is required and should be obtained one week prior to taking the course. The cost of the textbook is \$1.04 and may be purchased at the Campus Police Office during the week of November 7, 1983.

Individuals interested in enrolling in the CPR Course or the CPR Refresher Course should complete the attached form and return it to the Campus Police Office no later than Thursday, November 10, 1983.

NAME _____ PHONE (work) _____ (home) _____

I wish to enroll in the CPR Course checked below.

- | | |
|--|-----------------------|
| () CPR Course - November 14, 16, 18, 1983 | 1:00 P.M. - 5:00 P.M. |
| () CPR Refresher Course - November 21, 1983 | 1:00 P.M. - 5:00 P.M. |
| () CPR Course - December 3, 10, 17, 1983 | 9:00 A.M. - 1:00 P.M. |
| () CPR Refresher Course - December 19, 1983 | 1:00 P.M. - 5:00 P.M. |