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# COLLEGIAN

SEMINOLE, OKLAHOMA • VOL. 33 • NO. 3 • November/December 2004

## Chamber Honors SSC Personnel

Two Seminole State College employees were honored for their outstanding dedication and work during November's Chamber of Commerce Monthly Forum. Dawna Hamm, Business and Information Systems Division Instructor, and Teresa Norman, Social Sciences Division Secretary, were recognized as "Educator and Staff Member" of the month.

The Seminole Chamber of Commerce recognizes SSC employees during Forum twice each year. Individuals are nominated from across the campus and chosen by SSC administrators, chairpersons and other directors of campus services to receive the honor.

Dawna Hamm was recognized as the "Educator of the Month." The award is sponsored by the local Lions Club and Chamber of Commerce Education Committee.

Hamm has taught accounting and computer science full-time at the College since 1991. She was an adjunct instructor for three years prior to that time. She serves as Assistant Chair of the Business and Information



*Dawna Hamm*

Systems Division and as Director of the Computer and Tutoring (CAT) Lab.

After attending Seminole State College, Hamm graduated from the University of Oklahoma in 1986 with a bachelor's degree in business administration. She received her master's degree in the same field from



*Teresa Norman*

Oklahoma City University in 1991.

Hamm served as a member of SSC's North Central Accreditation Writing Committee and the Oklahoma State Regents for Higher Education Technical Program Review Writ-

**See Honors, Page 5**

## SSC Spring Class Schedules Available; Spring Enrollment Begins

Class schedules detailing Seminole State College's Spring 2005 Semester and May 2005 Intersession course offerings are now available at the college's Office of Admissions in the Tanner Hall administration building.

Courses can also be viewed on the College's website at [www.ssc.cc.ok.us](http://www.ssc.cc.ok.us).

Enrollment began on Monday, Nov. 29. Spring courses will start Monday, Jan. 10.

Students and area residents can take

advantage of open enrollment through Friday, Jan. 7.

May Intersession courses will begin on Monday, May 16. Open enrollment for May coursework begins Friday, May 6, and students can enroll through Friday, May 13, without penalty for late enrollment.

SSC students can receive Associate degrees in 20 major fields of study, including concentrations in art, behavioral science, business, criminal justice, communications, computer science, elementary education,

general studies, health occupations, health, physical education and recreation, language arts, life science, mathematics, physical science, pre-engineering and social studies.

Many courses allow students receive hands-on instruction and one-on-one attention. SSC also gives students and community members the opportunity to travel the world for global education.

For additional information about SSC's enrollment, contact the college's Office of Admissions at (405) 382-9950.

# Regents Convene for October Meeting

The Seminole State College Board of Regents convened for their October meeting on Oct. 21 to discuss changes to the SSC Policy Manual, the purchase of a new vehicle and the College's internal and external audits.

During the president's report to the Board, Dr. Jim Utterback updated the Regents on the College's personnel, Washington D.C. activities and campus events, SSC alumni in professional playoffs and OETA's "Candid Campus."

Utterback informed the Board of several changes in the College's personnel, including the hiring of several instructors prior to the beginning of the fall semester. The president told the Regents of the hiring of Terrie Kiker as a nursing instructor, Annette Troglin as a developmental math instructor, Dr. Katherine Rowe as the Child Development Program Coordinator and Doris Bohuslavicky as a Child Development Instructor.

Other changes in the College's personnel included the retirement of long-time SSC employee Sue Carpenter and the internal transfers of Brenda Cates as academic counselor; Teresa Bartosh as Employment Readiness Instructor, Damaris Haney as Upward Bound Academic Coordinator, and Jamie Mills as Student Support Services Advisor.

Next Utterback updated the Regents on the College's search for a Vice President for Student Affairs. The position was left vacant after Dr. Sean Fox resigned to accept a posi-

tion at Ross University on the island of St. Kitts in July.

The College received 18 applications after advertising the position in state and local newspapers, as well as the national publication *The Chronicle for Higher Education*. An 18-member Search Committee composed of administration, faculty and staff members reviewed the application materials and interviewed three candidates.

"When we began our search for a new Vice President for Student Affairs a couple of months ago, the members of the Search Committee and SSC Administrators agreed that it would be important to move slowly and find the best possible fit for the College. At this time, we have decided to continue the search. We do not currently anticipate filling the position before the spring semester," Utterback said.

Utterback thanked the members of the Search Committee, chaired by Vice President for Fiscal Affairs Katherine Benton, for the efforts in the search.

Next, the president reported to the Board that the College received positive news from the U.S. Department of Education regarding the College's Financial Aid program review.

In a letter addressed to Utterback dated Oct. 13, the Department of Education officially closed the program review of the College's administration of the Federal Title IV programs during the 2001-2002 and 2002-2003 award years. The review also included current files, as well as loans dating

back nearly two decades.

"The institution has taken the corrective actions necessary to resolve all of the findings addressed in the program review report. The purpose of this letter is to close the program review," stated Pamela Cole, U.S. Department of Education School Participation Team Leader in the Final Program Review Determination Letter.

Utterback then informed the Regents of a recent trip to Washington D.C. by College officials. Utterback, joined by SSC Board of Regents Chair Ben Walkingstick of Chandler and SSC Associate Vice President for Business and Community Relations Lana Reynolds, met with each member of the Oklahoma Congressional Delegation. The group hosted a reception for Congressional Staff Members that was also attended by Rural Enterprises Inc., and Oklahoma State Chamber staff members.

The president then informed the Board of several recent campus activities, including the Area Services Fair, Student Government elections, SSC Psi Beta Mental Health Awareness symposium, Trojan Baseball Alumni weekend, Bioterrorism Training, and the development of a new community service center.

Utterback also reported to the Regents the academic achievements of the SSC Lady Trojan Softball Team. The Lady Trojans were recently featured in the National Junior College Athletic Association's publication,

**See Regents, Page 3**

## Seminole State College COLLEGIAN

The Seminole State Collegian is published monthly during the fall and spring semesters by the Seminole State College Office of Media Relations, under the direction of Mona Ridley and with the assistance of a student staff.

The staff reserves the right to edit submitted material for spelling and style. Consideration is given to all submitted material, but submission does not ensure publication. No anonymous material will be considered. All views expressed are those of the author and not necessarily those of Seminole State College. The Collegian is distributed on the SSC campus and mailed to over 200 friends of the college.

Seminole State College, in compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Educational Amendments of 1972, and other Federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices or procedures. This includes, but is not limited to, admissions, employment, financial aid and educational services.

This publication, printed by the SSC Print Shop, is issued by Seminole State College as authorized by the President of the College. At a cost of \$160.00, 1200 copies have been prepared and distributed.

## Regents, From Page 2

JUCO Review, for their 3.57 grade-point-average, the second highest team GPA in the nation.

Next, the president reported on the SSC Volleyball team. The team was currently ranked 14<sup>th</sup> in the nation and have a current season record of 26-7.

Utterback also informed the Regents of several SSC alumni who have been playing in professional sports programs.

Former SSC Trojan baseball player and Cleveland Indian Pitcher Kyle Denney received national attention this fall after being shot in the leg in a drive-by shooting while riding on team bus. Denney, who was participating in an initiation ritual, was dressed as a cheerleader. The high-topped boots he was wearing at the time helped save him from serious injury.

Four other SSC alumni received national recognition by playing in professional sports playoffs and championship games.

Former Seminole State College Belle Basketball standout Simone Edwards added WNBA National Champion to her resumé as a player for the 2004 WNBA championship team the Seattle Storm. Edwards played for the Belles during the 1991 and 1992 seasons.

Three former SSC baseball players, Los Angeles Dodgers Closing Pitcher Eric Gagne, Anaheim Angels Third Baseman Shane Halter, and Atlanta Braves First Baseman Adam LaRoche, played in the major league division series.

Gagne played for the SSC Trojans during the 1995 season. Halter played for the Trojans from 1989-1990. LaRoche played for

the SSC Trojans during the 1999 and 2000 seasons.

Next, Utterback informed the Regents of the "Candid Campus" television show on OETA Channel 13. Seminole State College was featured on program in September.

Utterback told the Board that "Candid Campus" is a revitalized series featuring Oklahoma's public higher education institutions and programs. The program, coordinated by the Higher Education Alumni Council of Oklahoma (HEACO), highlights various programs of specific institutions to increase the public awareness of higher education in the state.

The Board was shown a video clip featuring Seminole State College in a recent segment on "Institutional Partnerships." The show highlighted the College's cooperative effort with the Seminole Economic Development Council and the Kiamichi Development Company to create the business incubator site for 4C OneNet Call Center in the College's Enoch Kelly Haney Center. Featured on the program were SSC President Dr. Jim Utterback and Oklahoma State Senator Harry Coates (R-Seminole).

Utterback also noted that Seminole State College's nursing program will also be featured on the program at a later date. The program airs at 10 p.m. Monday evenings.

Under the first item of business, the SSC Regents approved changes in the SSC Policy Manual regarding Faculty Tenure.

"For the past year, the College has been looking at ways to improve the process for awarding tenure to our faculty," Utterback told the Board.

Next the Regents approved the purchase of a 2004 Ford Expedition utilizing a federal

congressional award that supports business and industry training program. The vehicle was to be purchased for \$27,498 from Seminole Ford Mercury.

"The purchase will help with our increasing transportation needs by replacing aging vehicles and allowing the College to decrease the use of vans," Utterback said.

The Board also approved the final FY04 internal audit report by BKD, LLP. The report covers payroll and employment services and was reviewed by the Board's Audit Committee in September.

Next the Regents approved the FY04 external audit report by Carlson and Cottrell, C.P.A., of Shawnee. Utterback informed the Board that the College received a clean audit with only one recommendation to document fixed assets utilizing the College's Poise software. The annual external audit will be submitted to the Oklahoma State Regents for Higher Education later this month.

The Regents also approved the sale of a 80'x100' Meuller metal building kit for \$33,000 to the City of Seminole for use as a satellite fire station.

"The City has asked to buy this building, which we purchased from the Seminole Economic Development Council," Utterback told the Board. "If the City decides to purchase the building, we will sell it for the same price we invested. I would advocate that we help the City if we can."

On the Consent Agenda, the Regents accepted the 2005 Academic Plan.

SSC Board members present at the October meeting were: Walkingstick, Derrill Cody, David Wilson, William Harrison, Jr., Roger Nansel, Jon Flowers and Bill Huser.

# SSC CHANGES FOOD SERVICE COMPANIES

The Seminole State College Board of Regents finalized changes in contractual agreements for the College's food service at a special meeting held Thursday, Nov. 18, at noon in the Enoch Kelly Haney Center Board Room.

As the first item of business, the Board officially accepted and ratified an agreement to terminate the College's contract with Great Western Dining. The document stated that Great Western and SSC mutually and voluntarily agreed to break their exist-

ing contract effective Dec. 21.

Great Western has operated the College's food service since 1998. Dr. Jim Utterback, SSC President, said the decision to discontinue the service was based largely on complaints over the decline in food quality and service the company provided.

A routine visit by the Health Department on Oct. 27, 2004 revealed some problem areas in the E.T. Dunlap Student Union food service area. At that time, Utterback said he asked for and received the written agreement

from Great Western Dining to terminate the food service contract.

"We have had a good relationship with Great Western since 1998. The campus food service operation is a partnership. We look to the company to report problems, but, there is responsibility on both sides," Utterback stated.

In other action, the Board approved a recommendation to enter into a new contract with Valley Food Service of Jackson, Missis-

**See Food Service, Page 5**

# Seminole State College Student Government Association Leaders Elected

Seminole State College Student Government Association recently announced the student leaders selected for the 2004-2005 academic year.

Tanya Sims of Seminole serves as president and David Wayne Ellis of Wewoka serves as vice president. Serving as the freshman senator is Adam Botsford of Seminole. Crystal Heard of Wewoka serves as the Student Nurses Association representative and Amanda Edwards of Prague represents the Chi Alpha Christian student organization. Brandon Cook of Wewoka represents the Native American Student Association. Representing the Phi Chi Sigma Veterans Fraternity is Jeremy Tucker of Seminole and Bill Edwards of Stroud.

The SGA serves as an open forum for the discussion of issues that impact college students and takes a leadership role in organizing many campus activities.

Cynthia Yerby, a Seminole State counselor, serves as the sponsor for the organization.



**The SSC Student Government Association: Front Row (l-r) Amanda Edwards of Prague; Crystal Heard of Wewoka; Tanya Sims of Seminole; Adam Botsford of Seminole and David Wayne Ellis of Wewoka. Second Row: (l-r) SGA Sponsor Cynthia Yerby, Bill Edwards of Stroud; Jeremy Tucker of Seminole and Representative Brandon Cook.**

## SSC Students Inducted in PTK Honor Society

Thirty-nine students at Seminole State College were recently inducted into the Alpha Theta Nu chapter of Phi Theta Kappa International Honor Society of the Two-Year Colleges. Requirements for membership are at least a 3.5 cumulative grade point average and a minimum of twelve hours of college credit.

The new inductees, listed by their hometowns, are:

**Bowlegs:** Julie Price.

**Maud:** Byron Waltman.

**Prague:** Kiley Bailey, Amanda Edwards, Sara Hessman, Sabrina Holder, Kimberly Moody, Mistin Ray and Amy Williams.

**Sasakwa:** David Wayne Ellis.

**Seminole:** Nico Brawdy, Marjana Gojkovic, Sheri Griffin-Hull, Lindsay Guest, Felicia High, Kathryn Hoffmeier, Gail Manny, Joshua Pollock, Laura Reyna, Rhonda Stevahn, Kathrine Webb, Michelle Wilson, Jeanne Wolf and Susan Womack.

**Shawnee:** Aimee Bailey, Jamie Caldwell, Byron Christenberry, Hailey Colburn, Sherry Combs, Kristen Dossey, Darla Ham, Kimberly Lewis and Jason Tootle.

**Tecumseh:** Karen Roberts and Ken Thompson, III.

**Tulsa:** Thomas Curran, III.

**Wetumka:** Randy Bray.

**Wewoka:** Joel Canaga and Crystal Heard.

The SSC organization is sponsored by social sciences instructor Marta Osby.

## SSC's Sigma Kappa Delta Inducts Students

The Seminole State College English Honor Society, Sigma Kappa Delta, recently inducted 14 new members into the honor society's local chapter, Upsilon Alpha.

To become members of the honor society, SSC students must have completed 12 hours of college credit, have earned at least a 3.3 grade-point-average, and received at least a grade of "B" in English composition

or literature.

The induction ceremony was held in the Enoch Kelly Haney Center on the SSC campus.

SSC English Instructor Jessica Isaacs serves as the chapter's sponsor.

The inductees (listed by hometowns) included:

**Chandler:** Jami Schevetto

**Maud:** Byron Waltman

**Okemah:** Justin Clanton

**Sasakwa:** David Ellis

**Seminole:** Lisa Wells

**Shawnee:** Shannon Colbert; Kenna Harrison; Lisa Meshquekenock; Alisha Reynolds; Jarod Smith; Catherine Whyman

**Wewoka:** Joel Canaga; Maria Canaga; Courtney Mathews

# SSC Students Collect Donations for Animal Shelter

The Seminole State College National Honorary Organization chapter of Psi Beta conducted a successful collection drive for pets in the Seminole Animal Shelter.

SSC students, area businesses, faculty and staff donated several hundred pounds of dog and cat food, along with flea and tick collars.

John Raines, Director of the Animal Shelter, expressed his appreciation to the SSC organization for its efforts in helping the pets and the Shelter. Additional donations may be made directly to the Seminole Animal

Shelter by contact Raines at 382-5913.

Raines and Psi Beta sponsor Dr. Jacque Stewart, SSC psychology instructor, remind area citizens that the Shelter has a number of good pets available for adoption and looking for good and loving homes.

Stewart and Psi Beta President, Jamie Schevetto, sophomore from Chandler, said several businesses contributed to this drive. They include: Wal-Mart of Seminole, Wal-Mart of Shawnee, Homeland of Shawnee, S&S Feed Store in Shawnee and Shawnee

Food Center.

Individuals, many of who are SSC students and employees, who donated to the project were: Kim Lewis, Aimee Bailey, Alesha Bruce, Felicia High, Miranda Leister, Michele Wilson, Nancy York, Cheyenne Chroup, Jonna Bunyan, Adella Owen, Cody Cox, Kelly Kissee, Dr. Carmen Notaro, Courtney Tyler, Shanell Smith, Jennifer North, Brad Walck, Amy Williams, Sabrina Holder, Malita Dockry, Norma Gillespie, Frank Washington, John Davidson, Mary Ann Hill, Diana Stillwell, Mitch McNabb and Tracy McNabb.

## Honors, from page 1

ing Committee. She also served on the campus' Tenure Policy Revision Committee and is the faculty representative for the AFAC – student organization funding council.

She is a past treasurer for the Faculty Senate, past board member of the Oklahoma Technical Society and treasurer of the SSC chapter of American Association of University Professors (AAUP).

Hamm was nominated for recognition as a member of "Who's Who Among America's Teachers" in 1996 and 2002.

She is an member of the First Assembly Church of God in Tecumseh, and is an active supporter of the Salvation Army.

She and her husband of 27 years, Charlie Hamm, have two children. Their son Chad is

a student at the University of Central Oklahoma in Edmond. Their daughter Amber Whiteside lives in Corpus Christi, Texas, where her husband is stationed in the Navy. She has one granddaughter – three-year-old Bailey Whiteside.

Teresa Norman was selected as the College's "Staff Member of the Month." The award is presented as a joint project of the Chamber's Education Committee and Century 21 Blue Ribbon Realty of Seminole.

Norman has worked at Seminole State College for the past ten years. She serves as secretary to the Social Science Division – assisting Division Chair Brad Walck, other full-time faculty and a number of adjunct (part-time) instructors.

Norman also manages the College's website: [www.ssc.cc.ok.us](http://www.ssc.cc.ok.us)

She is an active member of the SSC Classified Staff Association, and has served that organization as Secretary.

Norman was involved in a campus committee that helped prepare for the North Central Accreditation Process.

She is a honorary member of the Psi Beta Psychology Honor Society, and a former sponsor for Chi Alpha, a Christian fellowship student organization on campus.

Norman is an active member of the First Assembly of God in Seminole where she Teaches Sunday School, and in a Wednesday evening program called "Missionettes" that promotes spiritual and social development of youth.

Born and raised in Seminole, she is the daughter of Richard Norman of Konawa and the granddaughter of Leona Maxwell of Seminole.

## Food Service, from page 3

sippi. Utterback told the Board that Valley had surfaced as a top contender during the College's last round of bid solicitations for a food service company in 2002.

"The Administrative Council was extremely impressed by their presentation during a site visit to our campus. Former Vice President for Student Affairs Dr. Sean Fox and I also visited a Valley Food Service operation at an Arkansas college – and were extremely impressed," Utterback said.

He explained that Valley was not selected in 2002 due to potential cost factors. The

company operates on a "cost plus management fee" basis. Utterback said, "Such an arrangement could cost us more money or save us money, depending on a large number of factors. Since this service is of utmost importance to our students and the constituencies served, it is critical as a health and safety measure, as well as a public relations issue, that we have a first-class food service program."

Because of the need for uninterrupted service and the desire for a smooth transition between companies, the Board voted to enter into this contract without a lengthy bid solicitation process.

The President commented that follow-

ing consultation with the Attorney General's office, it was determined that the College was not required to solicit bids for a new service provider. He added, "We merely needed to follow our own internal policies – which allow for the approval of emergency contracts."

Valley will assume operations of the food service in time for the opening of the Spring semester in January.

Regents present for Thursday's meeting were: Chairman Ben Walkingstick of Chandler, Derrill Cody of Norman, David Wilson of Seminole, Roger Nansel of Seminole, Jon Flowers of Shawnee and Bill Huser of Wewoka.

# SSC Golfer Takes First in Invitational

Seminole State College Trojan Golf Player Kyle Hatch of Lawton helped led the SSC golf team to a top finish in the South Central Kansas Fall Invitational recently.

Hatch clinched the first place individual trophy with a two-day score of 144 and the Seminole State team took the first place spot over 20 teams with four SSC players finishing in the top 20.

Hatch's scores of 74 on the first day and 70 on the second day, edge out his closest competition Dane Brummett of Southwestern by one point.

Hatch, a freshman, signed with the SSC Trojans in June. He is the son of Larry and Brenda Hatch of Lawton.

Other top SSC finishers included Marco Gagliardi, also a freshman from Lawton, who finished fifth in the Invitational. Sophomore Jared Holt of Velma Alma tied for ninth place and Freshman Derek Willman of Dewey tied for the 17<sup>th</sup> spot.

The SSC Trojan Golf Team is under the direction of Head Coach Dr. Thurman Edwards.



The SSC Trojans took finished in the top spot in the South Central Kansas Fall Invitational. SSC Freshman Golfer Kyle Hatch of Lawton (kneeling) also claimed the first place individual title in the Invitational. Standing (l-r) Jared Holt of Velma Alma, Ryan Sutton of Pryor, Derek Willman of Dewey, and Marco Gagliardi of Lawton.

# Trojans Host Basketball Tip-Off Dinner

The "Trojan Tip-Off Dinner" was held on Nov. 1. The soldout event featured special guest speaker Jim Kerwin, former coach for the Seminole State College Trojans and the Western Illinois Leathernecks.

Kerwin was the head coach of the Trojans between 1980 and 1984. He was named head coach at Western Illinois in 1992 and resigned in 2003 due to health concerns. His coaching career spanned over three decades and also included stints as an assistant coach for the University of Oklahoma and Kansas State University. He amassed a lifetime head coaching record of 474-280 at the high school, junior college and NCAA Division I levels. Kerwin was a two-time All-American at Tulane University. In 1994, he was inducted into the Louisiana Basketball Hall of Fame.

Kerwin's teams included names like Ray Alford, Anthony Bowie, William Childs and Win Case, to name a few. In 1983, Kerwin's team found its way to the NJCAA National Tournament finishing second in the nation.



The Seminole State College Trojans hosted the first-ever Tip-Off dinner on Nov. 1. The special guest speaker for the sold-out event was Jim Kerwin, former coach of the SSC Trojans and the Western Illinois Leathernecks. Pictured: (l-r) Former Trojan Ray Alford, Kerwin and current SSC Head Coach Dr. Thomas Mills.

# SSC Lady Trojan Volleyball Ends Season 9th in the Nation



*Courtesy of Donny Cofer*

The Seminole State College Lady Trojan Volleyball Team clinched the Region II Tournament title, earning the right to play in the NJCAA National Tournament in West Plains, Missouri, Nov. 22-24.

Only the top 16 teams across the nation competed for the NJCAA title.

The Lady Trojans lost their first game of the competition to Frank Phillips College, 30-22, 25-30, 30-25, 30-28.

The team came back strong in the Consolation Bracket, defeating Cape Fear Community College, 30-19, 30-22, 30-15, and Blinn College, 30-23, 35-33, 30-24.

The final game for championship play was against North Idaho. The SSC team defeated North Idaho, 30-20, 30-21, 24-30, 30-24, to finish the season ninth in the nation.

Erin Pick serves as the head coach for the Lady Trojans and Alana Miller serves as assistant coach.

## 2004 LADY TROJAN VOLLEYBALL

#	Name	Year	Position	High School	Hometown
1	Germana Hilario	So.	OH	EE Padre Cmagos	Contegem MG Brazil
2	Maryna Verbovetska	Fr.	OH	Olympic Sport	Kherson, Ukraine
3	Afton Alexander	Fr.	DS	Catoosa	Catoosa, OK
4	Ellie Drew	So.	Set	Crosby	Mansfield, TX
6	Dominique Garoute	So.	Libero	MacArthur	Lawton, OK
7	Taylor Borunda	Fr.	Set	Sutherland	Sutherland, NE
8	Danyelle Godfrey	So.	MB	Crosby	Houston, TX
9	Juliana Abreu	So.	OH	EE Bairro Amazonas	Contegem MG Brazil
10	Cassie Blackford	So.	OH	Salina	Salina, OK
11	Ani Babinski	Fr.	MB	Catoosa	Broken Arrow, OK
12	Whitney Bishop	Fr.	Set/DS	Eldorado	Albuquerque, NM
13	Brittany Engel	Fr.	OH	Edmond	North Edmond, OK

# 2004 Fall Semester Final Test Schedule - December 8-13

## **WEDNESDAY, DECEMBER 8, 2004**

### **Regular Class Meets**

8:00 a.m. M W F  
10:00 a.m. M W F  
12:00 noon M W F  
2:00 p.m. M W F  
3:00 p.m. M W F

### **Test Schedule**

8:00 a.m. – 9:30 a.m.  
9:45 a.m. – 11:15 a.m.  
11:30 a.m. – 1:00 p.m.  
1:15 p.m. – 2:45 p.m.  
3:00 p.m. – 4:30 p.m.

### **Day**

Wednesday  
Wednesday  
Wednesday  
Wednesday  
Wednesday

## **THURSDAY, DECEMBER 9, 2004**

### **Regular Class Meets**

7:30 a.m. T R  
8:00 a.m. T R  
10:50 a.m. T R  
1:40 p.m. T R

### **Test Schedule**

8:00 a.m. – 9:30 a.m.  
8:00 a.m. – 9:30 a.m.  
9:45 a.m. – 11:15 a.m.  
1:15 p.m. – 2:45 p.m.

### **Day**

Thursday  
Thursday  
Thursday  
Thursday

## **FRIDAY, DECEMBER 10, 2004**

### **Regular Class Meets**

9:00 a.m. M W F  
11:00 a.m. M W F  
1:00 p.m. M W F

### **Test Schedule**

8:00 a.m. – 9:30 a.m.  
9:45 a.m. – 11:15 a.m.  
11:30 a.m. – 1:00 p.m.

### **Day**

Friday  
Friday  
Friday

## **MONDAY, DECEMBER 13, 2004**

### **Regular Class Meets**

9:25 a.m. T R  
12:15 p.m. T R  
3:05 p.m. T R

### **Test Schedule**

9:45 a.m. – 11:15 a.m.  
12 noon – 1:30 p.m.  
1:45 p.m. – 3:15 p.m.

### **Day**

Monday  
Monday  
Monday

## **EVENING CLASS TEST SCHEDULE**

**All semester tests in evening classes will be given during the regular class meeting time.** Classes, which meet on Monday and Wednesday, are to be given semester tests during the regular class period on Wednesday, December 8, 2004. Classes, which meet on Tuesday and Thursday, are to be given semester tests during the regular class period on Thursday, December 9, 2004. Classes, which meet one night per week, will be tested during their regular class meeting time during the week of December 6 through December 10, 2004.

**NOTICE: Finals should be taken according to this schedule. If an early final is necessary, written permission from the Vice President for Academic Affairs is required.**