

Branch Campus e-Letter for
Students, Faculty, Staff,
Friends, and Alumni



Fort Walton Beach Joint Campus (FWB)
Combs Campus
Common Campus-Okaloosa Schools
Eglin AFB Center
Marianna-Chipola College Campus
Hurlburt Field Office
Niceville-OWC Campus
Bay County Cohort

May 2006

ONLINE CAMPUS

<http://onlinecampus.uwf.edu/>

SOCIAL WORK CLUB

cwarren@uwf.edu

ACADEMIC SUPPORT CENTER

arymer@uwf.edu

TEACHER EDUCATION CLUB

arp8@students.uwf.edu

EXTENDED CAMPUS ACTIVITY BOARD (ECAB)

ecab@uwf.edu

GRADUATE STUDENT CENTER

estokman@uwf.edu

ENGINEERING CLUB

tgilbar@uwf.edu

CONTINUING EDUCATION

nicole@uwf.edu

CRIMINAL JUSTICE STUDENT ASSOCIATION CLUB

jaa17@students.uwf.edu

What's Going On in May?

Visit the **Branch Campus Calendar** to find out what events are taking place. You may use this link <<http://uwf.edu/fwbcampus/mmcalendar.htm>> or log onto the Web site <<http://uwf.edu/EmeraldCoast>> and choose the **Branch Campus Calendar** link. The calendar remains posted and is updated daily, so you will always be able to check on upcoming, previous, and current month events. If you have events that should be posted, please let us know (jgossom@uwf.edu).

Campus Announcements

Japanese for Fun will be offered on the Combs Campus during the 2006 Summer term. Ms. Chie Jex has agreed to offer the class on Tuesday and Thursdays from July 11-August 3 from 5:00 p.m. until 8:00 p.m. For details and registration information, contact Dr. Phyllis Metcalf-Turner (850-474-2105).

Welcome New UWF-Emerald Coast Faculty and Staff April Adams (678-3727; aadams1@uwf.edu) is now a Teacher Education faculty member at the Eglin AFB Center. Shannon Humphrey (863-3727; shumphrey@uwf.edu) is our new Student Program Support Specialist at the Eglin AFB Center. Shannon will provide admissions, registration, and scheduling support for undergraduate and graduate students. Ester Stokman (863-6583; estokman@uwf.edu) is the new Assistant to the Director of Branch Campuses at the FWB Campus. Be sure to welcome April, Shannon, and Ester to the Emerald Coast team!

Spring Graduates in the AA to BA Program

Leslie Carroll	Joshua Hostetter
Robert Wise	Debra Breihan
Alexis Keith	Sonalea Shukri
Lawrence Gantt Sr.	Jessie Moore
Andrea Tennille	John McDermott

AA to BA 2006 Scholarship and Award Recipients

Natalie King—University Talent Scholarship transferring into the AA to BA program this Fall 2006 (sponsored by UWF Art Department)
Sonalea Shukri- Outstanding Undergraduate Student Award 2006
Andrea Tennille—Gold Addy Award 2006 sponsored by the Emerald Coast Ad Federation for her Graphic works

May	Event/Activity
April 24-May 5	Cap and Gown Pickup (FWB)
April 28	Niceville Graduate Reception
April 28	FWB Graduate Reception
1-5	Book Buy Back (FWB)
1,8,15,22	Lunch Box Monday (FWB)
2,3	Bookstore at Eglin
3	Marianna Graduate Reception
4	New Employee Orientation (Pensacola)
5	D2L Refresher (FWB)
6	Commencement
9	National Teacher Day
11	Red Cross Responder (Marianna)
12	Setting up Gradebook in D2L (FWB)
15	Summer Semester Begins
16	Disney Keys to Excellence
19	Building Questions & Quizzes in D2L (FWB)
22	Microsoft IT Academy (FWB)
24-25	EDUCAUSE Web Symposium

Thanks to the Center for Lifelong Learning Special Projects Fund The FWB Campus Library has beautiful new indoor plants from the Indoor Plant People. They will maintain and replace the indoor garden as needed. Stop by and see! It really looks great!

Combs Campus Telephones now have voicemail capability. Telephone numbers that have been assigned thus far include:

Dr. Will Hugli, Environmental Studies 833-3441
Mr. Harvey Brooks, IT Specialist 833-3241
Ms. Liz Smith, Custodial 833-3233
Geo Data Center 833-3294

Dr. John Waldron, Environmental Studies 833-3228
Mr. Bobby Smith, Campus Security 830-9959
Receptionist (position vacant at this time) 833-3283

The Division of Criminal Justice and Legal Studies, along with the Criminal Justice Student Association and the Extended Campus Activity Board hosted a Criminal Justice Career Expo. Twenty-four different agencies participated, including local, state, federal, and private organizations. Participants included the State Fire Marshal's Office with their neat robot and K-9 who sniffs for accelerants, The Florida Department of Agriculture with their citrus and seafood sniffing K-9, Gulf Coast Autopsy, and their dancing skeleton, and Okaloosa County Corrections with their transport van (see photos!). The event was well attended and we are already making plans for next spring!



Dr. Gossom finally gets caught!

The Disney Institute has released the details of the four sessions to be conducted as part of The Disney Keys to Excellence™ training program at UWF on May 16. Each of the four different sessions - loyalty, management, leadership, and service - will challenge participants to look at their business in an entirely new light. Hosted by the UWF Division of Continuing Education, this one-day program will be held on May 16 from 8 a.m. to 4:30 p.m. at the UWF conference center, 11000 University Pkwy., Pensacola. The full-day program is \$396, with each individual session \$99. All materials are included. Registration is limited to 300 participants. To register for the program or for more information, contact (850) 473-7468 or visit <http://uwf.edu/cde/Disney/>



The UWF Teacher Education Club is currently seeking new officer candidates for the 2006-2007 school year. All positions are available and open to UWF students. If you are interested in a leadership position and becoming active in the UWF Fort Walton Beach branch campus community, please contact Amanda Poulsen (arp8@students.uwf.edu Cell: (850) 902-0764). Leadership opens the door to many opportunities! If you would like to apply for TEC membership, we welcome new members at any time!

W.E. Combs Campus Update Several programs and faculty will move to the Combs Campus in May. Teacher Education faculty members (Rex Schmid, Charles Aplin, Patti Holley, and Jennifer Bailey); Social Work faculty member Curt Warren; and Human Performance Technology faculty member Byron Havard will move into the newly renovated Building 13 during the second week in May. IT support specialist Harvey Brooks will also move to the Combs Campus at that time. All Teacher Education, Social Work, and most HPT classes will begin on the Combs Campus for the Summer Semester. Pending legislative funding, work will begin on Phase II of the campus renovations this summer.



New Voices for the Students of University of West Florida-Emerald Coast Recently, the UWF Student Government Association held its annual elections. During this time, a new UWF-Emerald Coast student representative corps was formed. The new student government is comprised of five students whose focus is to hear the voices of their constituency and, using all the avenues available, address those issues that most concern the students of UWF-Emerald Coast. The UWF-EC officers and representatives will advocate the interests of the UWF-EC student body to both the administration and other groups on and off campus. Moreover, the UWF-EC will work to improve the quality of student life by addressing the needs and concerns of students, providing a financial structure for student clubs and organizations, and by representing the UWF-EC in a professional manner. Students who are interested in participating in student government may contact the UWF-EC officers or representatives for additional information. While all the new Representatives represent all UWF-EC students, each individual also has specific duties. The new UWF-EC Student Government is structured in the following way:

Senate President: The individual in this position will hold a voting seat on the Pensacola Senate and serve as the leader of the UWF-EC Student Government;

Senate Pro Tempore: The individual in this position will also hold a voting seat on the Pensacola Senate and will serve as the secretary of the UWF-EC Student Government;

College of Arts and Sciences Representative: This individual is assigned to concentrate on addressing the needs and concerns of the students in the College of Arts and Sciences;

College of Business Representative: This individual is assigned to concentrate on addressing the needs and concerns of the students in the College of Business;

College of Professional Studies Representative: This individual is assigned to focus on addressing the needs and concerns of the students in the College of Professional Studies.

Students who are not sure to which college they belong can call 863-6569 or 863-6579 for clarification. Students who wish to contact their representatives or officers should call 863-6569 or 863-6579.

Meet Your New University of West Florida-Emerald Coast Student Government Association Representatives!

Travis Whitney: Senate President Travis transferred to The University of West Florida-Emerald Coast after he graduated from Okaloosa - Walton College. He is a full-time student majoring in Psychology with a minor in Philosophical and Religious Studies. In addition to serving as Senate President, he is an active member of and the Interclub Council Representative for the Extended Campus Activities Board (ECAB) and a member of the Student Psychological Association (SPA). In addition to schoolwork and volunteer duties, Travis also works full-time in Destin as a beach attendant manager providing beach service for condominiums. After graduating from UWF, he plans to apply to the C.I.A. and various other government agencies. He also plans to continue his education by attending graduate school and, hopefully one day, obtaining a Ph.D. His graduate studies will focus on neurotheology, a discipline dedicated to understanding the relationship between spirituality and the brain. "My vision for the new Student Government is a complex matter to put into words. There are many aspects we must take into consideration as the voice of the student body. First and foremost, we are here to serve the student body, to make positive changes, and facilitate their pursuit of knowledge. The students should know that all their hard work and involvement will be a part of achieving larger goals for the university. As spokesperson for the University of West Florida-Emerald Coast, I am fully aware that many of the UWF-Emerald Coast students are non-traditional students and foresee these students impacting on Student Government and vice versa. There will be strikeouts along with the home runs we hit. However, I believe there is a lot of growth and potential in our Emerald Coast campuses, as well as for the University. I would like our Student Government, side by side with the student body, to be at the forefront of the growth, additions, and improvements to the Emerald Coast Campuses. I feel strong leadership is needed for these students and I, with the other Student Government officers, will provide that leadership. The imaginative minds and will of the student body and Student Government is strong. This Student Government will set good examples and be an ideal model for fellow students and its governmental



successors. Personally, I want students and faculty, staff and administration to be proud of us when we move on from the university. In my vision, I see others saying, 'This Student Government is really doing some good and that's how a student government should be run.'"

Pam Kartman-Sidabras: Senate Pro Tempore Pam is a Communication Arts/Public Relations major with a Marketing minor, and will be graduating December 2006. After graduation, she hopes to get a job in non-profit fundraising or event planning. Besides her Senate Pro Tempore position, she is also the Committee Chair for the event planning committee for the Extended Campus Activities Board, a team leader for the American Cancer Society's Relay for Life, and a member of the Florida Public Relations Association. She is employed at Emerald Coast Coffee as the manager for the Hurlburt Field location. Pam is married, and her husband is in the US Air Force. Pam relocated to Florida from England in October 2004, but is originally from Wisconsin. When she's not studying or working, she likes to play with her dog Sophie, read science fiction/fantasy novels, kayak, and scrapbook. "My vision as the first UWF-Emerald Coast Senate Pro Tempore is to help get more students involved in campus organizations and activities to promote united campuses."

Linda Littlefield: College of Arts and Sciences Representative Linda is a Psychology major and is currently enrolled full time in classes on the UWF-Emerald Coast, FWB Campus. Linda has a diverse background, spending 14 years in the United States Air Force working first as a Jet Mechanic, and later as a Computer Systems Analyst. In addition to her active duty commitment, Linda continued my career with the government for an additional 12 years in Civil Service. Linda is currently the Vice President of the Extended Campus Activity Board (ECAB), the President of the Student Psychological Association-FWB (SPA-FWB), a member of Psi Chi, and a member of Gamma Beta Phi. She is married, the mother of three grown children, and the grandmother of six grandchildren, with another grandchild due this summer. She is an active member of Wright Baptist Church and serves on the drama team, praise team, and in the choir. She enjoys needlepoint, making pottery, and learning to play the violin. "It is my vision that the UWF-Emerald Coast Campuses will become vibrant campuses that meet the needs of the current and future students within this growing community. As a member of the Student Government, I desire to listen attentively to the concerns of the students and to be a voice of those concerns to the Student Government-Emerald Coast and to the Student Government on the main campus in Pensacola. I envision a time when the Student Government-Emerald Coast will be able to effectively control and manage the monies which belong to the students at the Emerald Coast campuses. Additionally, I foresee continued growth and support for ECAB, as well as the other organizations on the Emerald Coast campuses."

Bill Pahl: College of Professional Studies Representative Bill is a graduate student in the Master of Science in Administration-Public Administration specialty. He earned his Bachelor's degree from UWF, Criminal Justice major, Psychology minor, in the Fall 2005. He is a member of the National Criminal Justice Honor Society - Alpha Phi Sigma; Phi Alpha Delta Law Fraternity, International; National Honor Society for Psychology - Psi Chi. Bill's student organization involvement has led him to help organize the Extended Campus Activity Board, where he is currently the treasurer. He also serves as one of the first Student Ambassadors based at Fort Walton Beach, in addition to an appointment as the FWB Student Psychological Association's treasurer. Bill's college experience came after serving in the United States Marine Corps for 23 years. He joined the USMC during the Vietnam War and is a First Gulf War Veteran. His tours of duty included 7 years in the Far East and 3 years with the Blue Angels, the United States Navy Flight Demonstration Team. "My vision for the new student government is for the students at UWF-Emerald Coast to be fully represented in the Pensacola SGA Senate. The financial responsibility of budget reviewing will be accomplished before sending it to the Finance Committee in Pensacola for final approval. The Emerald Coast SGA will contribute to help ensure student leadership activities take place at branch campuses. Finally and most importantly, is representation for any students' needs. SGA is the voice of the students. I look forward to the challenge serving as Student Government Representative-Emerald Coast."



Jennifer Van Heteren: College of Business Representative Jennifer is the mother of 2 children, aged 16, and 9. She was born and raised in Norman, Oklahoma and joined the U.S. Air Force where she served as an AGE mechanic and met her husband. She has lived in Florida since 1993. Jennifer received her A.A. from Okaloosa-Walton College in 2005 and will graduate from UWF in the Fall, 2006 with a B.A. in psychology. Her student activities include serving as the President of the Freethinkers Society, the director of Public Relations for the Extended Campus Activity Board, a Student Psychological Association member, as well as a representative for the UWF-EC recycling committee. "As a UWF-EC Student Government Representative, I look forward to giving the students of UWF-EC more of a voice here and in Pensacola. My goal is to listen to what the needs of the students are at the UWF-EC. In addition, I would like to help our students get some type of permanent snack/cafeterias service e at the FWB campus. I would also like to see a permanent UWF bookstore location. I believe that with the newly elected Student Government Representatives from UWF-EC, these visions can be brought to fruition."

Hurlburt Field Office Open for Business The University of West Florida - Emerald Coast has just opened a full-time office at Hurlburt Field under the supervision of our new Military Services Coordinator, Allan J. Gold. The office is located at the Education Services Building #90220 on Hurlburt Field and is open Monday through Friday from 8:30 AM through 4:30 PM. The Hurlburt Field Office offers military members and their families the opportunity to obtain information about the vast educational degree options available in both the traditional classroom environment and through on-line distance learning programs. Classes are also being offered to military personnel at the new Combs Campus just outside the rear gate of Hurlburt Field. Students interested in receiving information from our Hurlburt Office can contact Allan at (850) 884-2723, email him at agold@uwf.edu or obtain information on the web at www.uwf.edu/EmeraldCoast Other advisors are also available at the Fort Walton Beach Branch Campus (850-863-6569).

UWF Tech Night More than 40 UWF computer science, computer and electrical engineering and engineering technology students attended UWF Tech Night on April 18, 2006. The following companies attended to offer information about internships, co-ops, and positions available within their companies: Aerospace Integration Corporation, Alpha Data Corporation, Crestview Aerospace Corporation, InDyne, Jacobs Sverdrup, Manufacturing Technology, Inc., and Spectrum Sciences & Software, Inc. During the event, John Marshall from AIC presented a check for \$20,000 to establish an endowed scholarship with UWF that will benefit students in engineering-related fields. The event was hosted and sponsored by the student chapter of IEEE. Chartered in 1996, the UWF Student Chapter of the Institute of Electrical and Electronics Engineers (IEEE) is an organization structured to provide support for students transitioning to the professional realm; whereby, the student and professional chapters work together to form collaborative efforts for the benefit of its members.



Library User Satisfaction Survey In March 2004, just prior to an accreditation visit by the Southern Association of Colleges and Schools, a library user satisfaction survey was conducted on the Fort Walton Beach Campus. Several open-ended questions on the survey instrument allowed for comments relative to library services.

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Respondents requested certain services available in Pensacola—free printing in the library, a Curriculum Materials Library, and printed legal reference sources. They also asked for resources in some newer fields of study at Fort Walton Beach. Engineering students asked for longer library hours. Hoping to form a Focus Group for campus-wide dialog on the subject of user needs, the library director has sought face-to-face input from students representing campus organizations to augment responses from the survey. Visits were made (on two occasions) to the Teacher Education Club, to the Student Government Association, and to the Social Work Club. Additional specific requests made because of these meetings were for computers on the Combs Campus, a subscription to Questia, more print journals, and, from the Focus Group that met on April 3, 2006, course-related materials for two Education courses. The following actions have been taken or are in progress because of the feedback provided:

- A building count has been ongoing- on the hour -during evenings and weekends to determine patron use during those times in an effort to determine if longer hours are warranted.
- The UWF-Emerald Coast IT Coordinator has taken the free printing in the library request forward. Expense associated with the special printer needed was cited as the reason the service has not been offered here. Meanwhile, library patrons are being directed to the Computer Lab for the free copies to which they are entitled.
- An area of the library near the Education circulating collection has been dedicated to housing children's books acquired by the Teacher Education Club. There is room for growth, and club members have indicated an interest in collecting additional books for the area.
- Due to budget constraints, ongoing print subscriptions for reference sources and journals have not been purchased. While it would seem that an occasional title to support the Legal Studies program, for example, might be purchased to gradually build the collection, it must be remembered that the title would not be a one-time purchase, but a yearly commitment, because of its serial nature. It is the ongoing commitment, not just the original cost, which causes concern. Meanwhile, the information printed in these sources can be accessed from online databases, available in all of the UWF libraries, as well as from home computers.
- During fiscal year 2005-2006, titles from a reading list compiled for a course in Social Work have been funded. All other faculty requests have been honored, including requests for videotapes and CDs to be used for classroom instruction in Criminal Justice and Psychology. Purchase of the AV media required a change in collection development policy. Based on favorable reviews of available titles and general information found in faculty syllabi, additional subject-specific orders have been initiated by the librarian to spend the current allocation for library materials. The librarian will continue to request course syllabi to be used in collection development.
- From the Materials Budget for fiscal year 2006-2007, titles to support the Education courses TSL 4080 and TSL 4081 will have top priority. This request came from the Focus Group meeting.
- Questia is a full-text online collection of academic books and journal articles in liberal arts disciplines used to supplement existing library resources for distance learners. It is popular due to its 24/7 accessibility. Questia automatically composes footnotes and bibliographies in a variety of accepted styles. Who wouldn't like that? Questia's own statement of purpose reads: "...the Questia collection is not intended to provide comprehensive support for all types of research, but instead to provide substantial coverage of high quality information for most undergraduate liberal arts course assignments." Undergraduate and graduate students at UWF already have superior access to online scholarly books and journal articles- across disciplines - through the NetLibrary collection of electronic books (found throughout the UWF libraries' catalog) numbering in the thousands and over 200 databases used to search for journal articles and/or factual information. These resources are available 24/7 to all faculty, staff, and students of UWF. Among the databases is RefWorks, which composes footnotes and bibliographies in a variety of styles required by UWF professors.

- Computers on the Combs Campus are included in the Phase II renovation of Building 3, which will include a Cyberlounge for faculty and student use.

UWF-Emerald Coast-FWB Recycling Program A new recycling program is beginning on the FWB Campus. Students, faculty, and staff will soon see recycling bins in many classrooms, offices, and all around campus. Since January, Dr. Diane Dodendorf has been working with an ECAB recycling committee to coordinate a campus-wide recycling program. Hurlburt AFB has agreed to pick up recyclable materials once a week free and the local Wal-Mart is providing a grant to help purchase some recycle containers. Hurlburt will collect paper, cardboard, aluminum cans, plastic containers, phone books, and printer cartridges. With that in mind, our campus will be able to reduce the amount of disposable waste. Student volunteers run this program. Recycled paper will be picked up Wednesday mornings on the FWB Campus beginning Wednesday 3 May 2006. If you would like to help or have any questions regarding the program, please contact Dr. Diane Dodendorf (dmdodend@uwf.edu) or Mary Storts (mes30@students.uwf.edu).

Dual Criminal Justice/Social Work Degree This degree will provide an excellent foundation for any student with an interest in both areas who would like to have the ability to move from one area of practice to another without having to return to school. Contacts in Marianna are Sherri Stone (850-526-2761 x3356 or ssstone@uwf.edu) and Rosa Jones (850-526-2761 x3285 or rjones@uwf.edu). The dual Criminal Justice/Social Work degree program will be available on the Marianna Campus Fall 2006.

The Extended Campus Activity Board (ECAB) Semesta Fiesta on the FWB Campus Saturday April 22 was a huge success and everyone had a good time. Over 100 people showed up for the festivities and many students brought their children. The children had a lot of fun and most did not want to leave! Over 25 door prizes from local merchants were given away, students enjoyed free massages, hotdogs, snow cones, popcorn and music. There was even live entertainment when folks got up and danced. ECAB will be taking the summer semester to prepare for next the next school years activities. If anyone is interested in joining ECAB over the summer, please email us at ecab@uwf.edu Enjoy your summer, be safe, and look for exciting events starting back up in September!





Registration for UWF-Emerald Coast Students in the Marianna and Bay County areas will take place for the summer dual degree-special/elementary education program. Registration takes place in Marianna at The University Center and at Haney Technical in Bay County. To schedule an appointment, contact Yvonne Melzer (850-526-2761 ext. 3255; ymelzer@uwf.edu) or Martha Burke (850-718-2361; mburke@uwf.edu).

The Eta Kappa Nu (the Electrical and Computer Engineering honor society) induction ceremony was held on Saturday, April 22, 2006, at the Best Western in Navarre. The ceremony included the installation of the new chapter (*George, you did a great job accepting the charter...*). UWF now officially houses the Lambda Alpha chapter of Eta Kappa Nu (HKN's 207th chapter since it was founded in 1904). The finalized list of the 14 inducted members (also founding members) includes:

Roy Albertson IV	Anthony Burkett	Carol Chanley	Adam Chow	Marshall Gilmer
Mark Goley	Travis Jett	Liann Lofton	Agapitus Lye	William "Ted" Pryor
Katerina Pugh	Thomas Reed	Alcibiades "Tony" Rodriguez		Isaac Sledge

Special Events

UWF-Emerald Coast Niceville Reception April 28, 2006 from 3:00 until 5:00 p.m. in the Building J "Green Room". Celebrating six years of AA to BA program success. For details, contact Nita Bryant (850-729-4933; bbryant@uwf.edu).

UWF-Emerald Coast FWB Reception April 28, 2006 from 5:00 until 7:00 p.m. Building 1 Room 126. For details, contact Melanie Pelton (850-863-6572; mpelton0@uwf.edu).

Book Buyback for Spring Semester will be May 1-May 5 at the FWB Campus from 9-6 Monday thru Thursday and 8-5 on Friday. We have also received a new selection of clothing, hats, memorabilia, and diploma frames. Caps and gowns purchased at the graduation expo will be in the bookstore the week of April 24. Honor cords will also be available. Caps and gowns purchased online and can be picked up at the FWB campus bookstore by calling 850-474-3095 to have regalia sent to the FWB Bookstore.

Lunch Box Mondays at FWB during the month of May will feature *Heavenly Croissant* sandwich lunch boxes available in the Student Center (Building 2) from 11:30 a.m. until they are sold. Box #1 will include $\frac{1}{2}$ -croissant sandwich with pickle, chips, and one cookie (\$3 cash only). Box #2 will include full croissant sandwich with pickle, chips, and two cookies (\$6 cash only). Sandwich choices will include cheese; ham & swiss; turkey & swiss; roast beef & swiss; bacon, turkey, & swiss; tuna salad; chicken almond salad; and shrimp salad. For details contact Diane M. Dodendorf 863-0729; dmdodend@uwf.edu

The UWF-Emerald Coast Bookstore Will Sell Books at the Eglin Location on Tuesday May 2 from 11:00 a.m.-1:00 p.m. and on Wednesday May 3 from 4:30 p.m.-6:00 p.m. All books (that have been received) for classes taught at Eglin will be available for purchase. If you wish to purchase books for other classes please contact Debbie Cluff (678-3727) or Scott Lapinski (863-6571). If the books students have ordered have been received, they will be brought to Eglin for purchase.

Small Business Development Center Workshops include **Starting a Business** - May 2 from 6:00 - 9:00pm in Building 1 Room 126 on the FWB Campus. Fee is \$25. This workshop will cover many aspects of starting a business including the different legal forms of business, taxation, financing, and insurance. **How to Write a Business Plan** - May 11 from 6:00 - 9:00 pm in Building 1 Room 126 on the FWB Campus. Fee is \$30. Attendees will learn how to gather data, write the business plan, and understand financing requirements. **Recordkeeping in Small Business** - May 16, 18, and 23 from 6:00 - 8:30 pm in Building 1 Room 126 on the FWB Campus. Fee is \$45. Bring a calculator. In this three-session workshop, attendees will learn how to keep records, develop financial statements, create asset depreciation schedules, and gain a better understanding of tax records. SBDC programs are free to currently

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enrolled UWF students and UWF staff. For details, contact Jane Briere, Manager University of West Florida Small Business Development Center 850-833-9400, 922 MarWalt Drive, Suite 203 Fort Walton Beach, FL 32547.

UWF-Emerald Coast Marianna Graduation and Reception 6:00 p.m. May 3, 2006 at the Chipola Fine Arts Center in Marianna. For details, contact Yvonne Melzer (850-562-2761 ext 3255; ymelzer@uwf.edu).

New Employee Orientation Thursday May 4 All new UWF employees are strongly encouraged to attend one of the Human Resources' New Employee Orientation sessions. New employees are given an overview of UWF history and culture along with an introduction to policies and procedures, an explanation of the various benefits available, and an introduction to the computer technology most employees work with daily in their jobs. Sessions are presented in the Building 20 West Training Room. Because lunch is served, please make reservations with Andrea Gornall, Human Resources (850-474-2694; agornall@uwf.edu).

Desire2Learn Training Sessions **All sessions will be held on the Fort Walton Beach Campus in building 4, room 473 (upstairs).**
D2L "Refresher" Session, Friday, May 5, 2006, 10:00am-Noon. This session will cover how to use the basic components in the e-Learning Management System, Desire2Learn (D2L). Beginners are welcome, as well as those who just need a refresh on how to use certain components within the system, including loading content, discussions, chat, quizzes, and the dropbox. Participants will need to know their ArgoNet (email) password to login to the lab computers.
Setting Up the Gradebook in D2L, Friday, May 12, 2006, 10:00am-Noon. This session will cover how to build the grade book, the differences between weighted and points systems, setting up the grade book, entering grades, and finally releasing the final grade. Participants will need to know their ArgoNet (email) password to login to the lab computers.
Building Questions & Quizzes in D2L, Friday, May 19, 2006, 10:00am-Noon. This session will cover the basics of creating questions in the Question Library and how to construct a quiz. Participants will need to know their ArgoNet password to login to the lab computers. **To sign up for these and other training sessions, please go to the Training Reservation Desk, under the "My Office" tab in Argus.**

Red Cross Responder Training will be held in Marianna on May 11, from 5 until 9pm, on May 12 from 9am until 4pm, and on May 13 from 10am until 4pm. The training is free. CEUs will be offered (16) for anyone licensed under Florida Statute 491 at a cost of \$160.00. Anyone interested should email Sherri Stone (ssstone@uwf.edu)

UWF Microsoft IT Academy Offers Microsoft Certification Courses Beginning May 22. In an effort to meet the growing demand for quality professionals in the information technology (IT) industry, the University of West Florida's IT Academy will provide several Microsoft certification opportunities for residents of Northwest Florida. Certifications include Microsoft Certified Professional (MCP), Microsoft Certified Desktop Support Technician (MCDST), Systems Administrator (MCSA), and Systems Engineer (MCSE). The Fort Walton Beach IT Academy semester begins May 22, 2006. Courses last for 16-weeks and are delivered at night, on weekends, and online. Tuition assistance for military personnel and financial aid are available. The courses are designed to help new and current IT professionals become competent in Microsoft network operating systems and acquire a well-recognized and much sought-after Microsoft certification. One semester of full-time academic credit will be awarded. Earning a Microsoft certification verifies a professional's expertise in working with Microsoft products and technologies. A certification shows that the individual is a technical leader with the ability to implement Microsoft business solutions for an organization or client. For more information, contact Nicole Gislason at (800) 710-3233 or visit <http://ContinuingEd.uwf.edu/MCSA> For the complete schedule of information sessions visit the Emerald Coast Calendar (<http://uwf.edu/fwbcampus/mmcalendar.htm>).

EDUCAUSE Web Symposium Education for Our Times: Expertise and Engagement, May 24-25, 2006 via the Internet. FWB Campus Building 4, Room 473. In a world reshaped by technology and characterized by rapid knowledge growth, everyone is looking for a competitive edge. Often that "edge" is education. However, is it education, as we know it today? Join us for "Education for Our Times: Expertise and Engagement," ELI's first Web

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Symposium. Nationally recognized experts will address questions such as: What will it take for our students to be successful in an era of complexity and rapid change? How do we create engaging and successful learning environments? What are our roles? ****NOTE:** You may attend this online symposium in room 473 or register individually and join us from your desktop. To sign up, go to the Reservation Desk at <https://nautical.uwf.edu/comm/desk/main.cfm> For details, contact Cindy Mersereau (850.863.0714; cmersereau@uwf.edu).

Did You Know . . . ?

UWF-Emerald Coast Bookstore The cashier/bookstore is now open from 8:00 a.m.-6:00 p.m. Monday through Thursday and from 8:00 a.m.-5:00 p.m. Friday. Because we have hired another staff member, we no longer need to close for lunch. The cashier/bookstore is now able to take any fee payment students need to make. Students may also request transcripts for pick-up at this location.

USE OF CELL PHONES ON MILITARY INSTALLATIONS: The Department of Defense (DoD) Joint Traffic Regulation states: "Vehicle operators on a DoD installation and operators of Government owned vehicles will not use cell phones unless the vehicle is safely parked or unless they are using a hands-free device. The wearing of any other portable headphones, earphones, or other listening devices (except for hands-free cellular phones) while operating a motor vehicle is prohibited." (Please note this provision is applicable to all individuals driving on Eglin AFB.) Questions regarding the enforcement of the policy should be directed to 96 Security Forces, TSgt Scott, or TSgt Mercier, at 882-5259.

Do you know your Educational Benefits? **Community College of the Air Force:** Two-year, federally chartered and regionally accredited, degree granting institution; **CCAF--**improves the technical, managerial, and related skills of NCOs; Combine all your military and civilian credit into a AFSC-related degree. **Tuition Assistance (TA) Program:** 100% Paid Not to exceed \$4,500.00 per FY; TA cap is \$250.00 per Semester Hour or \$166.66 per Quarter Hour; You decide school/program/method of instruction. **On-line TA:** Login to the Air Force Portal: <https://my.af.mil> or <https://rso.my.af.mil/afvecprod> **Montgomery GI Bill:** Access information at: www.gibill.va.gov 1-888-442-4551 (Ask for VA counselor); 36 Months of Entitlement/10-Year Window (after last separation); \$1034 Monthly Rate (12 SHs) as of 1 Oct 05. **TOP Up:** Top-Up Program: Use of MGIB with the Tuition Assistance Program; TA pays up to \$250 per SH and MGIB reimburses remaining amount. **School Accreditation--**Regional vs. National Accreditation: Regional is higher; courses from nationally accredited school typically won't transfer. **Testing:** CLEP is widely accepted by colleges/universities; check with college for transfer policy; Most tests are free while on active duty. **Financial Aid:** Scholarships/Grants/Loans; countless websites to search such as: <http://www.fastweb.com>; <http://www.scholarshipcoach.com>; <http://www.ed.gov-FederalFinancialAid>; <http://collegescholarships.com-undergrad/grad> **Commissioning Programs:** AFROTC Programs: <http://www.afoats.af.mil/AFROTC/EnlistedCommissioning>; **Airman Education & Commissioning Program (AECP);** remain on AD, attend school full time; **Professional Officers Course - Early Release Program (POC-ERP);** released from AD to complete school; **Officer Training School (OTS)** <http://ots.afoats.af.mil> Do you have Questions? Visit the AF Virtual Education Center at <https://my.af.mil/afvecprod> or contact one of our Military Service Coordinators: Deborah Cluff-Eglin AFB (678-3727; dcluff@uwf.edu); Allan Gold-Hurlburt Field (884-2723; agold@uwf.edu); or Amy DeBruhl-Pensacola (850- 473-7321; adebruhl@uwf.edu).

The University of West Florida has contracted with Credentials, Inc., to meet the increasing demand for official degree verifications. There will be a link on the Registrar's home page to degree verifications, which will provide information and directions. All official and third party requests to verify degrees should be directed to Credentials, Inc. Degree verification services are available on line, 24 hours a day at www.degreechk.com Students (current and former) can continue to access their own degree and attendance information through ARGUS. If



official verification of a degree is needed, it is recommended that students order a transcript from UWF or use Credentials, Inc. If someone does not have internet access, Credentials, Inc. has operators available to assist callers at 1-800-646-1858 between 7:00 AM and 7:00 PM Central Time. All inquiries for official degree verification from outside parties should be directed to the website or the toll free numbers. Credentials, Inc. is quickly becoming the vendor of choice for both higher education and the business community. Other institutions, including George Mason University, University of Central Florida, Loyola University (Chicago and New Orleans), University of Virginia, and University of Southern California currently have contracts with Credentials, Inc. In an effort to increase efficiency and curb the ever-increasing instance of fraud, UWF has joined this service to allow confirmation of degrees 24 hours a day, 365 days a year, and to provide a complete audit trail in a fully FERPA compliant manner for all transactions. If you have any questions about the process, please feel free to contact the Registrar's Office at x6248 or registrar@uwf.edu

In Our Community

Air Force Officers Encouraged to Pursue Advanced Education A recent joint letter signed by Michael W. Wynne, Secretary of the Air Force and General T. Michael Moseley, Chief of Staff of the Air Force announced a new Air Force policy pertaining to advanced education. Beginning with the calendar year 2008, information on all degrees earned by officers will be available to promotion boards. This timetable will afford officers almost two years to complete additional degree work before their educational accomplishments are unmasked. It is anticipated that this new policy change will create a greater priority for officers to seek advanced educational opportunities in the future. The University of West Florida is well positioned along the Emerald Coast to help the Department of the Air Force in providing the necessary advanced educational opportunities for their service men and women. As this new policy is fully implemented, the University of West Florida needs to be prepared to join in a partnership with the Air Force to achieve the goal of meeting the challenges that the future will demand on our military in defending the Nation and our global interests.

Let Us Hear From You!

We are interested in your feedback. Send to jgossom@uwf.edu or call 850-863-0725. Thank you.