

# **GEORGIA HIGHLANDS COLLEGE**



## **Fact Book Academic Year 2016-2017**

**Prepared by:  
Office of Planning, Assessment, Accreditation and Research  
Georgia Highlands College  
Rome, Georgia 30161**

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# GEORGIA HIGHLANDS COLLEGE



**The 2016-2017 Georgia Highlands College Fact Book was compiled and edited by the Office of Office of Planning, Assessment, Accreditation and Research (PAAR).**

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## GHC Quick Facts: 2016-2017

Student Enrollment, Fall 2016			
Total Enrollment		6013	
Enrollment by Campus	Cartersville	1913	
	Douglasville	432	
	Floyd	1078	
	Heritage Hall	106	
	Marietta	908	
	Paulding	444	
	eCore/eClassroom/Online	1063	
	Unreported Facility-CIR	70	
Gender	Male	2199	36.6%
	Female	3814	63.4%
Race/Ethnicity	American Indian/Alaskan Native	14	0.2%
	Asian/Pacific Islander	93	1.6%
	Black(Non-Hispanic)	1034	17.2%
	Hispanic	754	12.5%
	Multiracial	189	3.1%
	White (Non-Hispanic)	3905	65.0%
	Unknown	24	0.4%
Residency	Georgia	5809	96.6%
	Out of State	143	2.4%
	International	61	1.0%
Class	Freshmen	3498	58.2%
	Sophomore	2118	35.2%
	Transient	13	0.2%
	Dual Enrollment	356	5.9%
	Other	28	0.5%
Full-Time/Part-Time	Full-Time	3225	53.6%
	Part-Time	2789	46.4%
Average SAT Scores First-Time Freshmen	Math	449.3	
	Verbal	461.1	
Average ACT Scores First-Time Freshmen	English	18.7	
	Math	18.6	

## GHC Quick Facts: 2016-2017 Continued

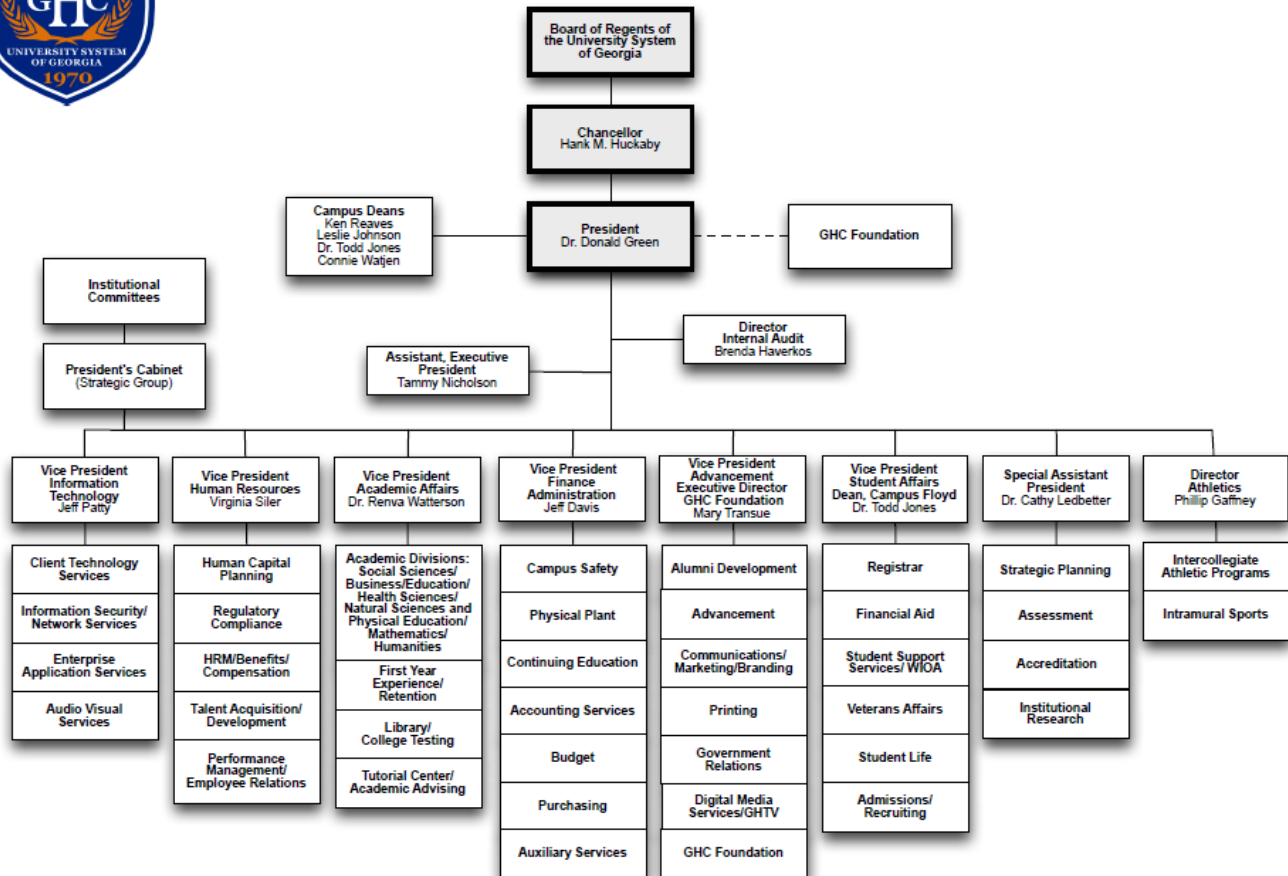
Full-Time Faculty, Fall 2016			
Full-Time Faculty		123	
Part-Time Faculty		162	
Gender	Male	52	42.3%
	Female	71	57.7%
Race/Ethnicity	African American	10	8.1%
	Caucasian (White)	107	87.0%
	Asian/Pacific Islander	5	4.1%
	Hispanic	0	0.0%
	American Indian/Alaskan Native	1	0.8%
Additional GHC Statistics			
Student to Faculty Ratio, Fall 2016		21:1	
Graduates for Academic Year 2015-2016		654	
Associate's Degree 1-Year Retention Rate First-time, Full-time Freshmen Fall 2015	2015 Cohort	1020	
	2016 Enrolled or Graduated	712	
	Retention Rate	69.8%	
Tuition Cost for Academic Year 2016-2017 (tuition per semester hour)	In-State	\$90.87	
	Out-of-State	\$344.00	
Transfers to Other USG Institutions 2015-2016 <i>(latest information available from USG)</i>		804	

# Georgia Highlands College Organizational Structure 2016-2017



## GEORGIA HIGHLANDS COLLEGE

Revised: 12/21/2016





# **GENERAL INFORMATION**

## Historical Highlights and Background

- In 1968, the Board of Regents of the University System of Georgia authorized the establishment of Floyd Junior College in Floyd County; in December 1969, the Board of Regents appointed Dr. David B. McCorkle as the first president of the college.
- Initially, the Rome Chamber of Commerce provided the college with temporary facilities above their offices, but by November 1970, some business office operations moved to the Rome campus, and plant operations began when the maintenance building was approved that same month.
- In Spring Quarter 1971, a provisional student government organization began.
- In February 1971, a Continuing Education community service program was inaugurated to offer the public the opportunity to take short courses in special interest fields.
- The associate degree program in nursing began in fall quarter 1971 with an enrollment of nearly 100.
- In June 1972, the college graduated its first class of 47 students who received associate degrees.
- In December 1972, the college received initial accreditation. Reaffirmation of accreditation was achieved upon completion of self-study in 1976, 1986, 1996, and 2008.
- Effective September 1987, the Board of Regents mandated that neither the word “junior” nor “community” was to be used in the title of any college unit of the University System of Georgia. Thus, Floyd Junior College became Floyd College.
- Dr. David B. McCorkle retired on June 30, 1991, after 21 years of service as president of the college. Dr. Richard Trimble was appointed acting president of Floyd College and served until November 16, 1992 when Dr. H. Lynn Cundiff became the college's second President.
- In 1994, Floyd College continued its expansion and outreach by acquiring the East Rome Junior High School facility in downtown Rome. The college began offering classes in the building (now called Heritage Hall) winter quarter 1995. A portion of the facility is used to house a television studio through which academic classes are broadcast over local cable channels.
- Floyd College expanded to two new instructional sites at Cartersville and Acworth.
- In 2000, The Board of Regents allocated funding for architectural design of a new campus facility in Cartersville. The college broke ground on the new campus on July 17, 2002. On August 20, 2005, the new campus on Route 20 in Bartow County opened for classes.
- Dr. Lynn Cundiff resigned as president July 31, 2000. Rob Watts was appointed as interim president August 1, 2000, and served until June 14, 2001, at which point Dr. Randy Pierce was appointed president, and began service June 15, 2001.
- Because of the institution’s continuing expansion south and east of the founding campus, plus the need to raise funds for well-defined initiatives such as scholarship and professional development, the college began exploring the possibility of changing its name to reflect its broader geographic reach in 2004. In March 2005, the Board of Regents approved a name change for the college, which became Georgia Highlands College on August 1, 2005.
- A teaching site was opened in Marietta on the campus of Southern Polytechnic State University in June 2005.
- In 2008, the Board of Regents recommended that Georgia Highlands open two new instructional sites, one in Paulding County and one in Douglas County, for Fall semester, 2009.
- In 2011, the Board of Regents approved a sector change for the college, moving Georgia Highlands to the state college level.

- The college's first four-year program was a BSN completion program in Nursing, which began in Fall 2013. The college's second four-year degree, a completion program in Dental Hygiene, will begin in 2015.
- In Fall 2012, the college began a new intercollegiate athletics program, as part of the National Junior College Athletic Association. GHC's first sport was men's and women's basketball, followed by softball and baseball.
- Dr. Randy Pierce retired on January 1, 2012, and was followed by Dr. Renva Watterson serving in the capacity of interim president. Dr. Donald Green begins service as the college's fourth permanent president on September 8, 2014.

# Georgia Highlands College Administrative Personnel

***Dr. Donald Green***

President

***Dr. Todd Jones***

Vice President, Student Affairs  
Floyd Campus Dean

***Jeff Patty***

Vice President, Information  
Technology Services

***Mary Transue***

Vice President, Advancement  
Executive Director, GHC Foundation

***Ken Reaves***

Campus Dean, Marietta Campus

***Connie Watjen***

Campus Dean, Paulding and  
Douglasville Campuses

***Phillip Gaffney***

Director, Athletics

***Dr. Michelle Boyce***

Academic Dean, Health Sciences

***Dr. Greg Ford***

Academic Dean, Natural Sciences and  
Physical Education

***Susan Vines***

Interim Dean, Libraries and Testing

***Dr. Renva Watterson***

Vice President, Academic Affairs

***Jeff Davis***

Vice President,  
Finance and Administration

***Virginia Siler***

Vice President, Human Resources

***Dr. Cathy Ledbetter***

Special Assistant to the President for  
Planning, Continuous Improvement,  
and Accreditation

***Leslie Johnson***

Campus Dean, Cartersville Campus

***Brenda Haverkos***

Director, Internal Audit

***Dr. Tim Floyd***

Academic Dean, Mathematics

***Dr. Jon Hershey***

Academic Dean, Humanities

***Dr. Alan Nichols***

Academic Dean, Social Sciences,  
Business, and Education

## Former Presidents

***Dr. David B. McCorkle***

President, 1969-1991  
President Emeritus

***Dr. J. Randy Pierce***

President, 2001-2011  
President Emeritus

***Dr. Richard Trimble***

Interim President, 1991-1992

***Mr. Rob Watts***

Interim President, 2012

***Dr. H. Lynn Cundiff***

President, 1992-2000

***Dr. Renva H. Watterson***

Interim President, 2012-2014

***Mr. Rob Watts***

Interim President, 2000-2001

# Characteristics of the Institution

Georgia Highlands College, a state college of the University System of Georgia under the governance of the Board of Regents, was founded in 1970 to provide educational opportunities for the physical, intellectual, and cultural development of a diverse population in seven northwest Georgia counties. With the advent of distance learning technologies, specialty programs, five thriving campus locations, and collaborative arrangements, the College has expanded its scope of influence beyond the institution's original geographical area.

## Purpose

The purpose of Georgia Highlands College is to provide access to a teaching and learning environment that prepares our students to thrive in a global society.

## Philosophy

The philosophy of Georgia Highlands College is expressed in the beliefs that education is essential to the intellectual, physical, economic, social, emotional, cultural, and environmental well-being of individuals and society and that education should be geographically and physically accessible and affordable. In support of this philosophy, the College maintains a teaching/learning environment which promotes inclusiveness and provides educational opportunities, programs and services of excellence in response to documented needs.

## Shared Values

1. Access—making programs and services available within our service area
2. Student Success—placing students' goals at the heart of what we do
3. Integrity—demonstrating an ethical approach by our words and actions
4. Excellence—providing the highest level of quality service and teaching
5. Freedom of expression—allowing all campus constituents to share thoughts and feelings in an honorable and open way
6. Inclusiveness—appreciating and incorporating the uniqueness of all individuals
7. Cooperation—modeling and forming collegial and productive relationships
8. Passion—inspiring others to create an environment of teaching, learning and work where all parties grow and are challenged
9. Critical Thinking—making decisions informed by data and shaped by context
10. Collaboration—building and fostering relationships that provide the highest mutual benefit to the college and the communities we serve

## **Mission Statement**

The mission of Georgia Highlands College, a state college of the University System of Georgia, is to provide access to excellent educational opportunities for the intellectual, cultural and physical development of a diverse population through pre-baccalaureate associate degree transfer programs, career associate degree programs, and targeted baccalaureate degree programs that meet the economic development needs of the region.

## **Mission Goals**

To achieve the mission of being a gateway to success for students, Georgia Highlands College has articulated the following goals:

- Effect quality teaching and learning that are focused on academic achievement and personal and professional growth.
- Provide comprehensive student services that encourage and enable all students to be successful learners.
- Engage students in a challenging atmosphere that prepares them for responsibility and leadership in an evolving global environment.
- Utilize appropriate technologies to advance programs, services and operations to support teaching and learning.
- Maintain efficient and effective administrative services to support all programs of the college.
- Foster community relationships that facilitate partnering for mutual success.

## **Vision**

The vision of Georgia Highlands College is to be the premiere public, multi-campus institution of choice throughout our region, while serving as the state leader in transfer and retention within our sector.

## **Institutional Memberships and Accreditation**

Georgia Highlands College is accredited to award the Associate Degree and the Bachelor of Science in Nursing degree by the following agency:

**Commission on Colleges of the Southern Association of Colleges and Schools**  
1866 Southern Lane  
Decatur, GA 30033-4097  
(404) 679-4500  
[www.sacscoc.org](http://www.sacscoc.org)

The Georgia Highlands College Nursing ASN Program is accredited by the following agencies:

**Accreditation Commission for Education in Nursing (formerly NLNAC)**  
3343 Peachtree Rd NE Suite 850  
Atlanta, GA 30326  
[www.acenursing.org](http://www.acenursing.org)

The Georgia Highlands College Nursing BSN Program is in the candidacy process for accreditation by the agency:

**Accreditation Commission for Education in Nursing (formerly NLNAC)**  
3343 Peachtree Rd NE Suite 850  
Atlanta, GA 30326  
[www.acenursing.org](http://www.acenursing.org)

The Georgia Highlands College Nursing Program has approval of the following agency:

**Georgia Board of Nursing**  
237 Coliseum Drive  
Macon, GA 31217-3858  
<http://sos.georgia.gov/PLB/RN/>

The Georgia Highlands College Dental Hygiene Program is accredited by the following agency:

**Commission on Dental Accreditation**  
211 East Chicago Avenue  
Chicago, IL 60611  
<http://www.ada.org/prof/ed/accred/>



## **Affirmative Action/Non-discrimination Statement**

Georgia Highlands College is committed to the principles of affirmative action and non-discrimination. The College welcomes diversity in its student body, faculty, staff and administration. GHC admits students, hires, evaluates, promotes, and rewards employees on the basis of the needs of the College and relevant performance criteria without regard to race, gender, age, disability, national origin, ethnicity, veteran's status or religion. It actively promotes respect of each individual.

In addition to those individuals already formally affiliated with the College, this affirmative action, non-discrimination principles are applied equally to all applicants for admission to any of the College's academic programs and to all applicants for employment by the College in any of its enterprise. The College maintains an Affirmative Action Process, and a system for addressing concerns relating to affirmative action and non-discrimination Principles.

### **Disability Services Complaints**

#### **Employees—Grievance Procedure**

Employees with disabilities should have their grievances heard by the Human Resources Office.

Grievances in regard to rights under Section 504 should be filed with Student Support Services. This non-discrimination policy covers admission and activities, including but not limited to academic admissions, financial aid, educational services, and employment.

#### **Students—Grievance Procedure**

Any qualified person who believes that he/she has been excluded from participation in or denied the benefits of any service, program, or activity offered by Georgia Highlands College may seek redress by following the procedures below:

1. The person should attempt to resolve the complaint through informal conferences with the faculty/staff member involved.
2. If the aggrieved person cannot satisfactorily resolve the complaint through informal conference, he/she should direct his/her complaint in writing or in person to Student Support Services.
3. If requested by the aggrieved, the complaint may be heard by a grievance committee. The complaint should be in writing with supporting information. The response from the committee will be provided in writing.
4. If the aggrieved person still cannot satisfactorily resolve the complaint, he/she should direct his/her complaint in writing to the Vice President of Academic and Student Affairs.
5. If the aggrieved person is dissatisfied with results of any of these actions, he/she may direct his/her complaint to the President of Georgia Highlands College.

Anyone desiring information concerning these provisions should contact the Student Support Services Representative at their respective campus.

Cartersville (678) 872-8004 • Douglasville (678) 872-4200 • Floyd (706) 368-7536  
Marietta (678) 872-8504 • Paulding (678) 946-1029

# GHC Foundation and Alumni Officers and Chapter Presidents 2016-2017

## Foundation Association Officers

Chairman	Jeff Watkins
Vice Chairman	Like Lester
Treasurer	Dee Bishop
Secretary/Executive Director	Mary Transue

*Source: GHC Office of Advancement*

## National Alumni Association Officers

President	Charles D. Knowles
Special Advisor to the Board	Harold Boyd

*Source: GHC Office of Advancement*

# **STUDENT DATA**

## Georgia Highlands College 5-Year Enrollment Profile

	Semester	Headcount Enrollment	Full-Time Equivalent
<b>Academic Year 2012-2013</b>	Fall 2012	5533	4517
	Spring 2013	5227	4183
	Summer 2013	1979	989
<b>Academic Year 2013-2014</b>	Fall 2013	5492	4531
	Spring 2014	5228	4167
	Summer 2014	1956	957
<b>Academic Year 2014-2015</b>	Fall 2014	5365	4366
	Spring 2015	5184	4082
	Summer 2015	1979	964
<b>Academic Year 2015-2016</b>	Fall 2015	5746	4614
	Spring 2016	5516	4334
	Summer 2016	2174	1070
<b>Academic Year 2016-2017</b>	Fall 2016	6013	4840
	Spring 2017	5731	4516
	Summer 2017	2100	1018

Source: USG Semester Enrollment Reports

## Enrollment by Campus

Semester	Floyd	Cartersville	HeritageHall	Marietta (Wellstar)	Douglasville	Paulding	Online	Unduplicated Total
<b>Fall 2012</b>	1505	2129	248	1003 (18)	499	478	n/a	5523
<b>Fall 2013</b>	1340	2086	235	1023 (20)	521	500	n/a	5488
<b>Fall 2014</b>	1208	2094	265	973 (20)	498	479	1487	5365
<b>Fall 2015</b>	1162	2018	163	929 (20)	441	474	523	5746
<b>Fall 2016</b>	1078	1913	106	908	432	444	1063	6013

## Application Information for Fall 2016

Designation	Count
New Applications Entered	4499
Completed Applications	3432
Students Accepted	3101
New Accepts Enrolled	2302

### First Year Retention Rates

Academic Year	First Time/Full Time Students	Institution Specific*		System Wide**	
		Number Retained	Percent Retained	Number Retained	Percent Retained
<b>Fall 2011-Fall 2012</b>	1023	623	60.9%	657	64.2%
<b>Fall 2012-Fall 2013</b>	917	594	64.8%	624	68.0%
<b>Fall 2013-Fall 2014</b>	1018	644	63.3%	687	67.5%
<b>Fall 2014-Fall 2015</b>	930	583	62.7%	629	67.6%
<b>Fall 2015-Fall 2016</b>	1020	712	69.8%	755	74.0%
<b>Fall 2016-Fall 2017</b>	TBD	TBD	TBD	TBD	TBD

*\*The Institution Specific Retention rates represent the percentage of Fall Semester First Time, Full Time (FT/FT) students entering Georgia Highlands College the following Fall Semester.*

*\*\*The System Wide Retention rates represent the percentage of Fall Semester First Time, Full Time (FT/FT) students entering Georgia Highlands College who re-enroll at another Georgia System Institution the following Fall Semester.*

## Graduation Rates

	Full-Time Cohort Associates Degrees	Number Graduating Within Three Years	
		Number	Percentage
<b>Fall 2010</b>	1125	90	8.0%
<b>Fall 2011</b>	1023	81	7.9%
<b>Fall 2012</b>	917	103	11.2%
<b>Fall 2013</b>	1018	123	12.1%
<b>Fall 2014</b>	TBD	TBD	TBD

*\*latest data available from USG*

## Transfer Rates

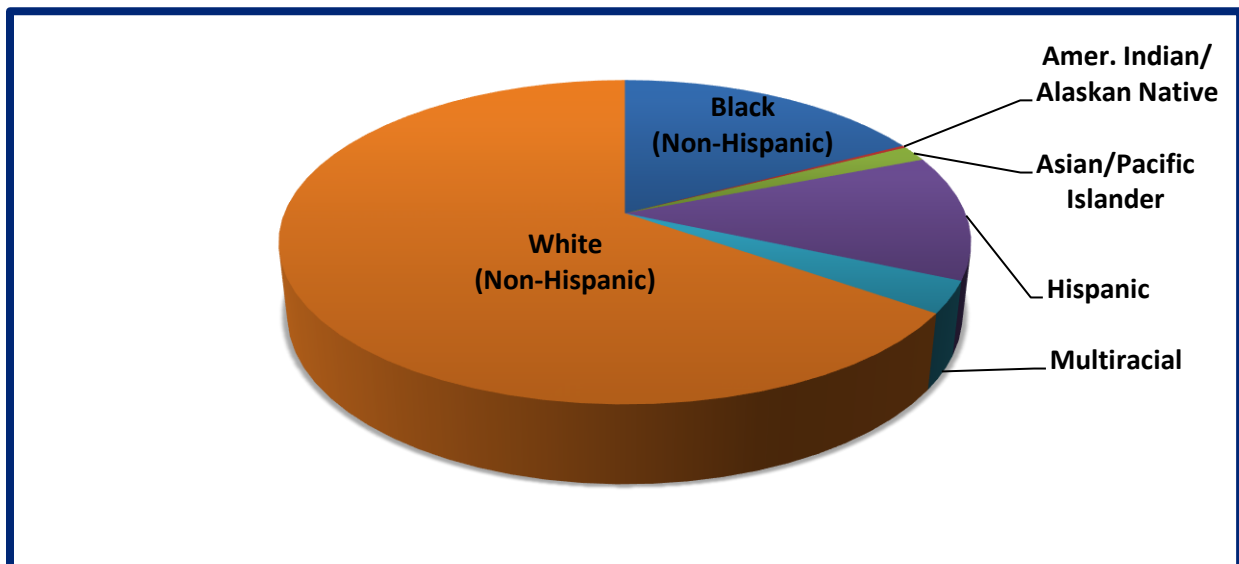
Academic Year	Students Transferring Out to Other USG Institutions
<b>2011-2012</b>	723
<b>2012-2013</b>	717
<b>2013-2014</b>	749
<b>2014-2015</b>	736
<b>2015-2016</b>	804

## Enrollment by Self-Declared Ethnic Group

	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Total
<b>Academic Year 2012-2013</b>	Fall 2012	959	12	87	403	101	3942	5533
	Spring 2013	967	16	89	379	106	3652	5227
	Summer 2013	361	4	42	132	38	1390	1979
<b>Academic Year 2013-2014</b>	Fall 2013	950	17	92	480	128	3804	5492
	Spring 2014	958	20	83	463	119	3562	5228
	Summer 2014	363	5	35	150	43	1339	1951
<b>Academic Year 2014-2015</b>	Fall 2014	943	13	79	501	142	3664	5365
	Spring 2015	946	14	68	498	138	3500	5185
	Summer 2015	388	3	29	167	51	1331	1979
<b>Academic Year 2015-2016</b>	Fall 2015	981	9	79	646	162	3847	5746
	Spring 2016	950	6	79	642	160	3662	5516
	Summer 2016	374	6	34	222	56	1475	2174
<b>Academic Year 2016-2017</b>	Fall 2016	1034	14	93	754	189	3905	6013
	Spring 2017	946	10	91	761	188	3715	5731
	Summer 2017	333	7	42	236	62	1413	2100

Source: USG Semester Enrollment Reports

## Fall 2016 Enrollment by Ethnic Group



## Campus Enrollment by Self-Declared Ethnic Group Cartersville

	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Unknown	Total
<b>Academic Year 2012-2013</b>	Fall 2012	160	5	14	105	24	1490	15	1813
	Spring 2013	167	6	17	103	28	1379	17	1717
	Summer 2013	71	1	14	41	5	496	6	634
<b>Academic Year 2013-2014</b>	Fall 2013	145	8	24	128	35	1487	16	1843
	Spring 2014	147	7	22	127	32	1355	17	1707
	Summer 2014	57	2	12	38	12	479	11	611
<b>Academic Year 2014-2015</b>	Fall 2014	147	4	24	139	41	1419	16	1790
	Spring 2015	145	4	16	142	37	1335	12	1691
	Summer 2015	65	1	6	47	15	489	6	629
<b>Academic Year 2015-2016</b>	Fall 2015	191	5	23	183	54	1552	10	2018
	Spring 2016	180	3	24	187	46	1296	5	1741
	Summer 2016	62	1	6	60	10	320	1	460
<b>Academic Year 2016-2017</b>	Fall 2016	192	6	26	216	51	1408	14	1913
	Spring 2017	189	3	20	227	49	1300	12	1800
	Summer 2017	51	3	7	53	15	334	4	467



## Campus Enrollment by Self-Declared Ethnic Group Douglasville

	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Unknown	Total
<b>Academic Year 2012-2013</b>	Fall 2012	142	1	5	25	16	256	2	447
	Spring 2013	135	2	3	24	13	241	5	423
	Summer 2013	46	0	2	7	6	81	4	146
<b>Academic Year 2013-2014</b>	Fall 2013	141	2	2	26	18	249	3	441
	Spring 2014	145	2	3	21	15	256	3	445
	Summer 2014	54	0	2	3	4	88	1	152
<b>Academic Year 2014-2015</b>	Fall 2014	150	2	4	30	15	249	3	453
	Spring 2015	146	2	5	31	18	248	2	452
	Summer 2015	59	0	1	9	9	86	0	164
<b>Academic Year 2015-2016</b>	Fall 2015	128	2	5	44	17	241	4	441
	Spring 2016	119	1	5	43	19	205	3	395
	Summer 2016	39	0	1	8	6	35	2	91
<b>Academic Year 2016-2017</b>	Fall 2016	139	1	6	48	20	214	4	432
	Spring 2017	107	1	6	42	14	179	4	353
	Summer 2017	29	0	2	5	5	51	0	92

## Campus Enrollment by Self-Declared Ethnic Group Floyd

	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Unknown	Total
<b>Academic Year 2012-2013</b>	Fall 2012	172	1	23	109	19	1212	19	1546
	Spring 2013	158	1	22	103	21	1131	14	1450
	Summer 2013	65	1	7	33	8	478	7	599
<b>Academic Year 2013-2014</b>	Fall 2013	129	0	20	119	24	1103	9	1404
	Spring 2014	135	1	14	115	22	1051	10	1348
	Summer 2014	60	1	5	45	6	434	5	556
<b>Academic Year 2014-2015</b>	Fall 2014	120	1	15	109	27	1028	14	1314
	Spring 2015	118	0	15	116	22	997	18	1286
	Summer 2015	65	0	8	46	7	405	3	534
<b>Academic Year 2015-2016</b>	Fall 2015	130	1	23	156	25	826	8	1169
	Spring 2016	117	0	21	132	23	736	6	1035
	Summer 2016	44	1	14	33	6	240	1	339
<b>Academic Year 2016-2017</b>	Fall 2016	129	0	21	168	30	723	7	1078
	Spring 2017	110	1	21	159	26	698	10	1025
	Summer 2017	22	0	4	41	5	178	1	251

## Campus Enrollment by Self-Declared Ethnic Group Marietta

	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Unknown	Total
<b>Academic Year 2012-2013</b>	Fall 2012	389	1	40	135	34	509	9	1117
	Spring 2013	406	2	42	127	34	455	8	1074
	Summer 2013	142	0	15	42	11	183	3	396
<b>Academic Year 2013-2014</b>	Fall 2013	419	3	41	173	42	435	5	1118
	Spring 2014	398	5	40	168	40	409	9	1069
	Summer 2014	139	1	14	49	17	159	4	383
<b>Academic Year 2014-2015</b>	Fall 2014	394	4	32	182	45	431	9	1097
	Spring 2015	400	4	30	168	42	389	11	1044
	Summer 2015	148	2	13	45	16	171	6	401
<b>Academic Year 2015-2016</b>	Fall 2015	367	1	17	188	36	337	3	949
	Spring 2016	311	0	16	177	34	300	3	841
	Summer 2016	57	0	4	27	8	82	3	181
<b>Academic Year 2016-2017</b>	Fall 2016	324	0	24	193	42	323	2	908
	Spring 2017	275	0	25	200	39	288	3	830
	Summer 2017	56	0	11	31	6	69	0	173

## Campus Enrollment by Self-Declared Ethnic Group Paulding

	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Unknown	Total
<b>Academic Year 2012-2013</b>	Fall 2012	85	4	3	27	9	428	3	559
	Spring 2013	93	4	4	24	8	390	5	528
	Summer 2013	32	2	3	12	6	137	1	193
<b>Academic Year 2013-2014</b>	Fall 2013	101	4	5	36	10	491	7	654
	Spring 2014	113	4	4	34	11	450	6	622
	Summer 2014	50	1	2	15	3	164	3	238
<b>Academic Year 2014-2015</b>	Fall 2014	121	3	4	42	15	489	4	678
	Spring 2015	123	3	2	40	20	477	4	669
	Summer 2015	46	0	1	19	4	170	1	241
<b>Academic Year 2015-2016</b>	Fall 2015	82	0	3	33	13	341	2	474
	Spring 2016	71	0	4	40	10	274	3	402
	Summer 2016	14	0	0	8	3	45	0	70
<b>Academic Year 2016-2017</b>	Fall 2016	79	1	6	43	15	298	2	444
	Spring 2017	67	2	6	33	17	233	0	358
	Summer 2017	15	1	1	7	3	35	0	62

## Campus Enrollment by Self-Declared Ethnic Group Online

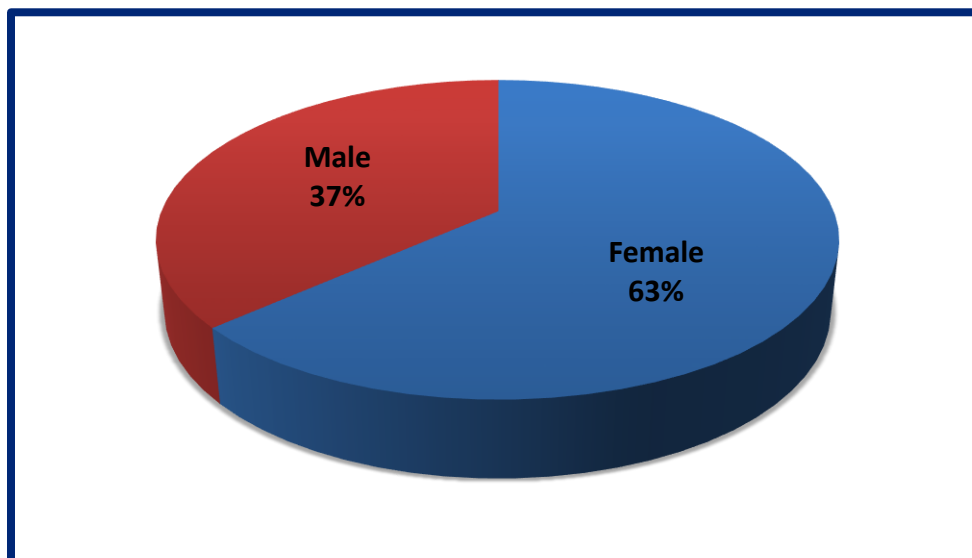
	Semester	Black (Non-Hispanic)	Amer. Indian/ Alaskan Native	Asian/Pacific Islander	Hispanic	Multiracial	White (Non-Hispanic)	Unknown	Total
<b>Academic Year 2015-2016</b>	Fall 2015	80	1	6	26	16	383	11	523
	Spring 2016	139	2	7	52	30	683	8	921
	Summer 2016	154	4	8	83	24	729	5	1007
<b>Academic Year 2016-2017</b>	Fall 2016	163	5	7	78	27	775	8	1063
	Spring 2017	185	2	9	84	36	810	3	1129
	Summer 2017	156	3	17	96	27	708	6	1013

## Enrollment by Gender

	Semester	Female (Headcount)	Female (Percentage)	Male (Headcount)	Male (Percentage)	Total
<b>Academic Year 2012-2013</b>	Fall 2012	3491	63.1%	2042	36.9%	5533
	Spring 2013	3307	63.3%	1920	36.7%	5227
	Summer 2013	1280	64.7%	699	35.3%	1979
<b>Academic Year 2013-2014</b>	Fall 2013	3391	61.7%	2101	38.3%	5492
	Spring 2014	3282	62.8%	1946	37.2%	5228
	Summer 2014	1326	68.0%	625	32.0%	1951
<b>Academic Year 2014-2015</b>	Fall 2014	3307	61.6%	2058	38.4%	5365
	Spring 2015	3247	62.6%	1938	37.4%	5185
	Summer 2015	1337	67.6%	642	32.4%	1979
<b>Academic Year 2015-2016</b>	Fall 2015	3598	62.6%	2148	37.4%	5746
	Spring 2016	3523	63.9%	1993	36.1%	5516
	Summer 2016	1483	68.2%	691	31.8%	2174
<b>Academic Year 2016-2017</b>	Fall 2016	3814	63.4%	2199	36.6%	6013
	Spring 2017	3665	64.0%	2066	36.0%	5731
	Summer 2017	1440	68.6%	660	31.4%	2100

Source: USG Semester Enrollment Reports

## Fall 2016 Enrollment by Gender



## Campus Enrollment by Gender Cartersville

	Semester	Female	Male	Total
<b>Academic Year 2012-2013</b>	Fall 2012	1139	674	1813
	Spring 2013	1071	646	1717
	Summer 2013	381	253	634
<b>Academic Year 2013-2014</b>	Fall 2013	1083	760	1843
	Spring 2014	1032	675	1707
	Summer 2014	398	213	611
<b>Academic Year 2014-2015</b>	Fall 2014	1063	727	1790
	Spring 2015	1039	652	1691
	Summer 2015	419	210	629
<b>Academic Year 2015-2016</b>	Fall 2015	1206	812	2018
	Spring 2016	1037	704	1741
	Summer 2016	285	175	460
<b>Academic Year 2016-2017</b>	Fall 2016	1153	760	1913
	Spring 2017	1081	719	1800
	Summer 2017	296	171	467

## Campus Enrollment by Gender Douglasville

	Semester	Female	Male	Total
<b>Academic Year 2012-2013</b>	Fall 2012	289	158	447
	Spring 2013	276	147	423
	Summer 2013	95	51	146
<b>Academic Year 2013-2014</b>	Fall 2013	286	155	441
	Spring 2014	297	148	445
	Summer 2014	114	38	152
<b>Academic Year 2014-2015</b>	Fall 2014	296	157	453
	Spring 2015	298	154	452
	Summer 2015	117	47	164
<b>Academic Year 2015-2016</b>	Fall 2015	274	167	441
	Spring 2016	244	151	395
	Summer 2016	56	35	91
<b>Academic Year 2016-2017</b>	Fall 2016	262	170	432
	Spring 2017	202	151	353
	Summer 2017	59	33	92



## Campus Enrollment by Gender Floyd

	Semester	Female	Male	Total
<b>Academic Year 2012-2013</b>	Fall 2012	1013	533	1546
	Spring 2013	955	495	1450
	Summer 2013	405	194	599
<b>Academic Year 2013-2014</b>	Fall 2013	902	502	1404
	Spring 2014	894	454	1348
	Summer 2014	387	169	556
<b>Academic Year 2014-2015</b>	Fall 2014	850	464	1314
	Spring 2015	837	449	1286
	Summer 2015	375	159	534
<b>Academic Year 2015-2016</b>	Fall 2015	754	408	1162
	Spring 2016	663	372	1035
	Summer 2016	225	114	339
<b>Academic Year 2016-2017</b>	Fall 2016	711	367	1078
	Spring 2017	656	369	1025
	Summer 2017	171	80	251

## Campus Enrollment by Gender Marietta

	Semester	Female	Male	Total
<b>Academic Year 2012-2013</b>	Fall 2012	649	468	1117
	Spring 2013	624	450	1074
	Summer 2013	255	141	396
<b>Academic Year 2013-2014</b>	Fall 2013	654	464	1118
	Spring 2014	608	461	1069
	Summer 2014	243	140	383
<b>Academic Year 2014-2015</b>	Fall 2014	628	469	1097
	Spring 2015	593	451	1044
	Summer 2015	248	153	401
<b>Academic Year 2015-2016</b>	Fall 2015	534	415	949
	Spring 2016	474	367	841
	Summer 2016	96	85	181
<b>Academic Year 2016-2017</b>	Fall 2016	491	417	908
	Spring 2017	466	364	830
	Summer 2017	101	72	173

## Campus Enrollment by Gender Paulding

	Semester	Female	Male	Total
<b>Academic Year 2012-2013</b>	Fall 2012	362	197	559
	Spring 2013	350	178	528
	Summer 2013	135	58	193
<b>Academic Year 2013-2014</b>	Fall 2013	441	213	654
	Spring 2014	429	193	622
	Summer 2014	176	62	238
<b>Academic Year 2014-2015</b>	Fall 2014	451	227	678
	Spring 2015	452	217	669
	Summer 2015	167	74	241
<b>Academic Year 2015-2016</b>	Fall 2015	302	172	474
	Spring 2016	252	150	402
	Summer 2016	37	33	70
<b>Academic Year 2016-2017</b>	Fall 2016	258	186	444
	Spring 2017	218	140	358
	Summer 2017	37	25	62

## Campus Enrollment by Gender Online

	Semester	Female	Male	Total
<b>Academic Year 2015-2016</b>	Fall 2015	386	137	523
	Spring 2016	711	210	921
	Summer 2016	764	243	1007
<b>Academic Year 2016-2017</b>	Fall 2016	813	250	1063
	Spring 2017	861	268	1129
	Summer 2017	743	270	1013

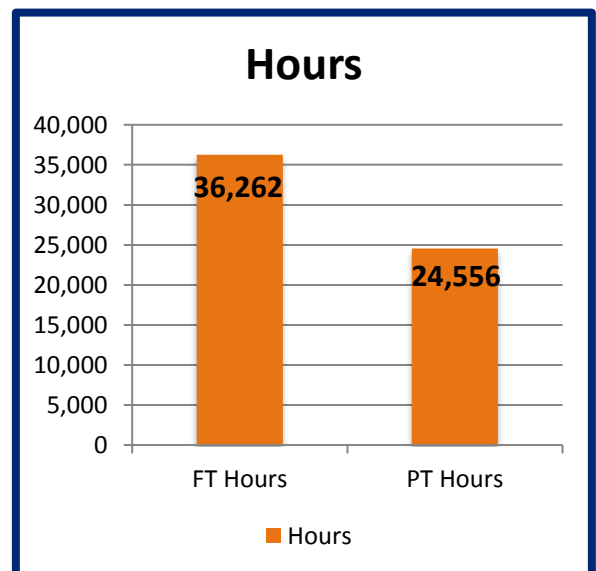
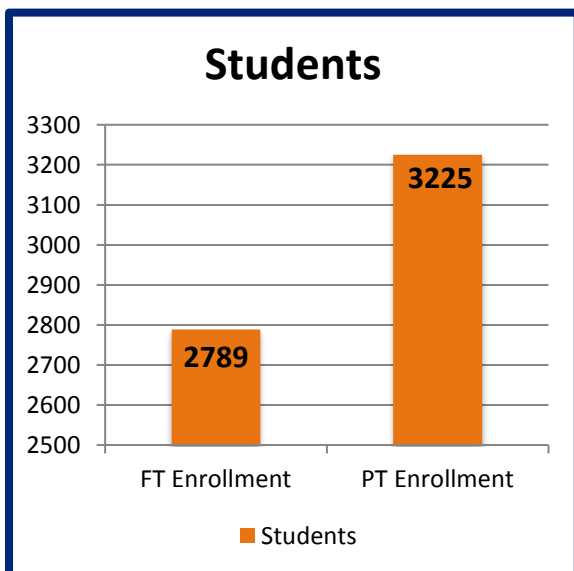
## Enrollment by Average Age

Semester	Average Age in Years
Fall 2012	24.1
Fall 2013	23.7
Fall 2014	23.9
Fall 2015	22.8
Fall 2016	22.5

## Campus Enrollment by Average Age

Semester	Online	Cartersville	Douglasville	Floyd	Heritage Hall	Marietta	Wellstar	Paulding
Fall 2012	32.5	23.7	23.3	24.4	31.6	22.8	37.6	23.1
Fall 2013	32.5	23.5	23.0	24.9	28.0	23.0	34.1	22.7
Fall 2014	26.8	22.8	23.4	23.6	30.8	22.4	28.6	21.3
Fall 2015	27.0	24.8	22.2	25.5	30.9	21.4	29.4	20.7
Fall 2016	29.2	27.4	20.4	20.0	31.2	21.2	n/a	20.5

## Full-Time (FT) and Part-Time (PT) Enrollment and Semester Hours Fall 2016

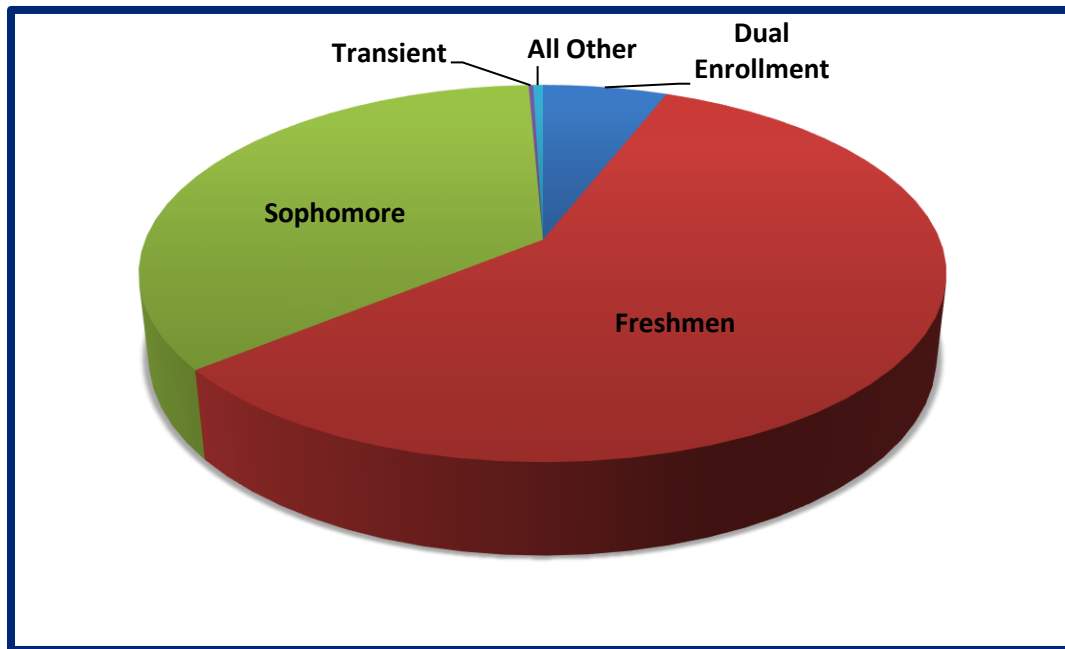


## Fall Enrollment of Current Students by Classification

Semester	Dual Enrollment		Freshmen		Sophomore		Transient		All Other	
	Count	%	Count	%	Count	%	Count	%	Count	%
Fall 2012	139	2.5%	3354	60.6%	1947	35.2%	40	0.7%	53	1.0%
Fall 2013	115	2.1%	3313	60.3%	1974	35.9%	34	0.6%	56	1.0%
Fall 2014	157	2.9%	3166	59.0%	1969	36.7%	31	0.6%	42	0.8%
Fall 2015	215	3.7%	3450	60.0%	2018	35.1%	23	0.4%	40	0.7%
Fall 2016	356	5.9%	3498	58.2%	2118	35.2%	13	0.2%	28	0.5%

Source: USG Semester Enrollment Reports

## Fall 2016 Enrollment of Current Students by Classification

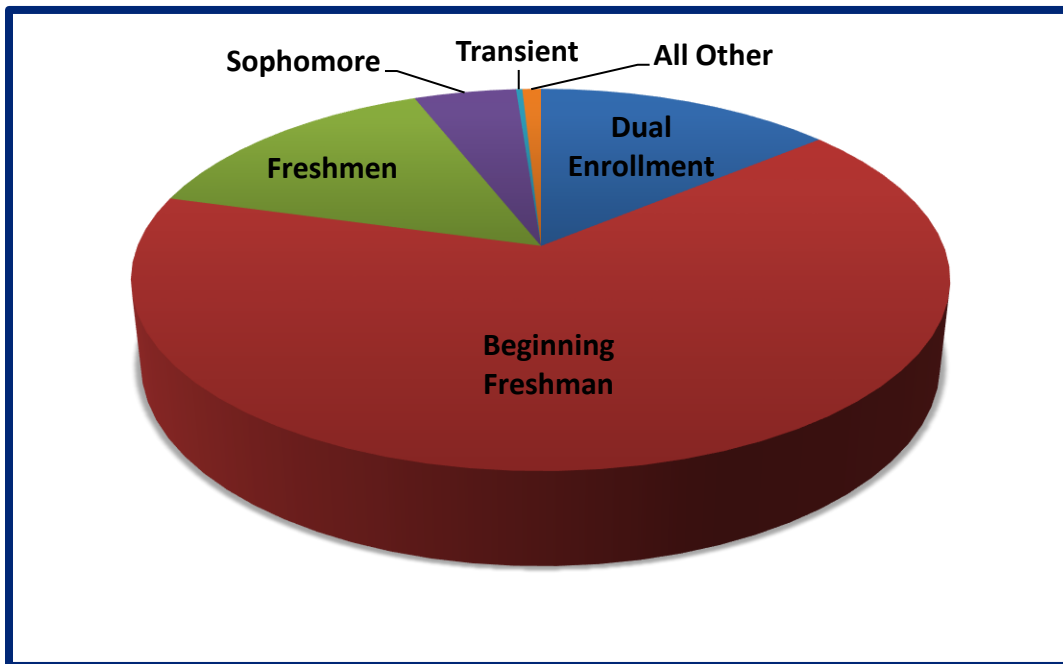


## Fall Enrollment of New Students by Classification

Semester	Dual Enrollment		Beginning Freshmen		Freshmen		Sophomore		Transient		All Other	
	#	%	#	%	#	%	#	%	#	%	#	%
Fall 2012	126	7.2%	1098	62.5%	354	20.1%	121	6.9%	20	1.1%	39	2.2%
Fall 2013	104	5.6%	1243	67.2%	327	17.7%	122	6.6%	19	1.0%	34	1.8%
Fall 2014	144	8.3%	1158	67.0%	279	16.1%	104	6.0%	18	1.1%	25	1.5%
Fall 2015	191	8.8%	1440	66.6%	372	17.2%	120	5.6%	10	0.5%	29	1.3%
Fall 2016	288	13.9%	1351	65.4%	304	14.7%	99	4.8%	6	0.3%	18	0.9%

Source: USG Semester Enrollment Reports

## Fall 2016 Enrollment of New Students by Classification



## Total Enrollment by County of Residence

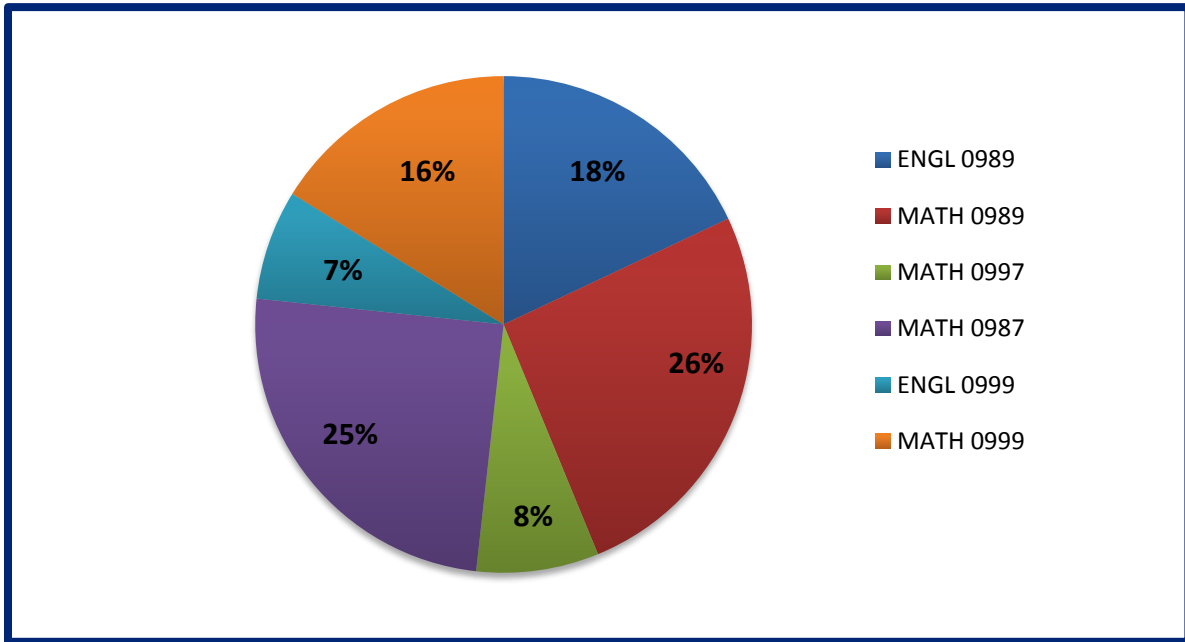
County	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Bartow	931	945	879	951	1022
Carroll	96	91	71	80	85
Chattooga	92	81	81	102	98
Cherokee	473	468	439	465	416
Cobb	1329	1332	1305	1385	1442
Douglas	354	385	377	392	433
Floyd	811	789	688	711	736
Gordon	148	134	119	131	122
Haralson	46	30	27	24	19
Paulding	513	615	642	720	814
Polk	312	296	290	307	349
Other, GA	181	217	206	234	259
Cherokee, AL	15	15	12	14	11
All Other	11	20	21	23	19



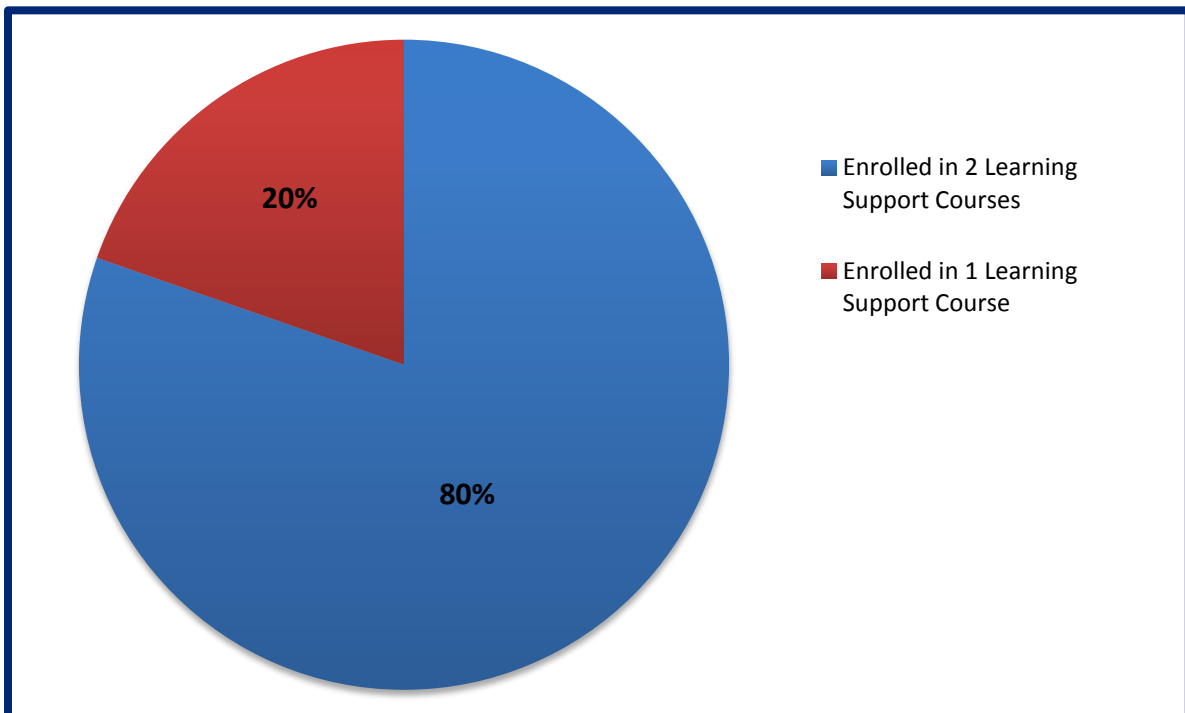
## Fall 2016 Top 20 Feeder High Schools

High School	County	Fall 2016
Cass Comprehensive High School	Bartow	207
Woodland High School	Bartow	198
Rome High School	Floyd	193
North Paulding High School	Paulding	184
East Paulding High School	Paulding	181
Cartersville High School	Bartow	177
Cedartown High School	Polk	159
Paulding County High School	Paulding	144
North Cobb High School	Cobb	142
Pepperell High School	Floyd	136
Allatoona High School	Cobb	133
Harrison High School	Cobb	130
Hiram High School	Paulding	123
South Paulding High School	Paulding	122
Hillgrove High School	Cobb	114
Coosa High School	Floyd	111
Kennesaw Mountain High School	Cobb	101
Adairsville High School	Bartow	99
McEachern High School	Cobb	94
Rockmart High School	Polk	91
GED Student		246

## Academic Success Enrollment by Type of Courses Fall 2016



## Academic Success Enrollment by Number of Courses Fall 2016



# **ACADEMIC AFFAIRS**

# Degree Programs

## Transfer Programs

Transfer degree programs lead to an Associate of Arts or an Associate of Science degree. The transfer degree programs include the core of general-education requirements that provide the foundation for the completion of programs of study at four-year colleges and universities.

### Associate of Arts pathways:

Art  
Communication  
Criminal Justice  
English  
Foreign Languages  
History  
Journalism  
Music  
Music Business  
Philosophy  
Political Science  
Psychology  
Sociology

### Associate of Science pathways:

Agriculture  
Biology  
Business Administration  
Chemistry  
Computer Information Systems  
Computer Science  
Engineering  
General Studies  
Geology  
Health Information Management  
Health Professions  
Mathematics  
Physics  
Teacher Education

## Career Programs

Georgia Highlands College offers programs leading to the Associate of Science degree in the health-related fields below.

### Associate of Science:

Dental Hygiene  
Human Services  
Nursing (RN)

## Bachelor Programs

### Bachelor of Science:

Dental Hygiene (BSD)  
Nursing (BSN)

### Bachelor of Business Administration:

Healthcare Management  
Logistics and Supply Chain Management

## Most Popular Areas of Study by Campus Fall 2016

Campus	Area of Study	Number of Student Enrolled
Cartersville	Business Administration	378
	Pre-Nursing	256
	General Studies	237
	Undeclared-Transfer	117
	Psychology	107
Douglasville	Pre-Nursing	72
	General Studies	58
	Undeclared-Transfer	53
	Business Administration	53
	Psychology	21
Floyd	Pre-Nursing	258
	General Studies	139
	Business Administration	116
	Biology	62
	Early Childhood Education	61
Heritage Hall	Nursing	57
	Dental Hygiene	24
	LPN Bridge to Nursing	17
	Paramedic Bridge to Nursing	6
	Pre-Nursing	1
Marietta	Business Administration	159
	General Studies	133
	Pre-Nursing	75
	Biology	56
	Psychology	55
Paulding	Business Administration	72
	General Studies	64
	Pre-Nursing	54
	Undeclared-Transfer	45
	Psychology	30
Online	Business Administration	165
	Pre-Nursing	132
	General Studies	102
	RN to BSN	69
	Early Childhood Education	69

## Enrollment by Pathways

Pathways	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
<b>Associate of Arts</b>					
Art	75	57	60	66	65
Communication	71	114	124	155	159
Criminal Justice	181	190	186	167	185
English	55	49	48	52	49
Foreign Languages	11	9	14	15	11
History	71	63	66	56	51
Journalism	37	39	41	43	39
Music	-	-	8	25	33
Music Business	-	-	3	16	19
Philosophy	4	4	8	9	7
Political Science	47	38	32	37	39
Psychology	240	247	6	286	307
Sociology	29	27	24	33	26
Communications and Drama	20	-	-	-	-
<b>Associate of Science</b>					
Agriculture	10	13	15	17	17
Associated Dental Sciences (Dental Hygiene)	3	2	3	5	4
Biology	197	206	203	234	252
Business Administration	628	700	688	817	943
Chemistry	31	40	38	31	31
Computer Information Systems	46	41	38	57	64
Computer Science	148	163	180	206	178
Dental Hygiene - FC	14	28	23	24	24
Pre-Dental Hygiene - FC	155	148	155	196	196
Pre-BS Dental Hygiene	-	-	-	5	4
Economics	14	13	25	30	24
General Studies	940	904	776	785	735
Geology	9	9	7	4	10
Health Information Management	24	17	24	23	23
Human Services	73	54	59	53	59
Mathematics	47	53	56	50	30
Medical Technology	15	21	21	23	23
Nursing (RN Program)	191	188	227	148	124
Pre-Nursing	1133	1054	910	874	848
Pre-RN to BS Nursing	-	15	27	31	42
Nursing LPN Bridge	81	79	78	76	50

Pathways	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Nursing Paramedic Bridge	21	32	36	13	11
Nursing, transfer	56	51	40	78	91
Occupational Therapy	18	23	27	36	29
Physician's Assistant	29	21	28	29	25
Physics	19	23	22	28	22
Pre-Engineering	-	-	-	16	122
Pre-Pharmacy	75	64	71	48	49
Pre-Physical Therapy	101	133	131	149	142
Respiratory Therapy	14	9	6	9	10
Teacher Education	-	-	-	-	-
Early Childhood Education	291	276	256	281	286
Middle Grades Education	40	41	46	46	39
Physical Education	25	23	30	31	27
Special Education	29	22	14	28	27
Transient	-	-	-	23	12
Undeclared-Transfer	-	-	-	212	354
<b>Bachelors of Science Degrees</b>					
Dental Hygiene (BSD)	-	-	2	18	28
Nursing (RN to BSN Program)	-	32	27	54	69

Pathways	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
<b>Career Pathways at Georgia Northwestern Technical College</b>					
<b>Associate of Applied Science in Business</b>					
Accounting	7	1	-	-	-
Office Technology	-	-	-	-	-
Marketing and Management	8	1	-	-	-
Computer Programming	1	1	-	-	-
Drafting	-	-	-	-	-
Management and Supervisory Development	3	-	-	-	-
<b>Associate of Applied Science in Health</b>					
Respiratory Therapy Technology	-	-	-	-	-
Radiologic Technology	6	4	-	-	-

## Graduates by Pathways

Pathway	Code	12-13	13-14	14-15	15-16	16-17
<b>Associate of Arts</b>						
Art	5007	5	5	3	5	4
Communications	2320	5	16	11	25	30
Criminal Justice	4301	23	11	33	36	31
English	2301	4	3	1	4	3
Foreign Language	1601	1	-	2	1	5
History	4508	2	2	8	2	6
Journalism	0904	2	1	3	2	1
Music	6001	-	-	1	-	2
Music Business	6002	-	-	-	-	-
Philosophy	3801	2	-	-	3	2
Political Science	4510	3	10	4	3	2
Psychology	4201	46	48	65	69	54
Sociology	4511	1	2	5	5	9
Communication and Drama	2310	1	-	-	-	-
<b>Associate of Science</b>						
Agriculture	0201	-	-	-	-	-
Associated Dental Sciences	1701	-	1	-	-	-
Biology	2601	5	6	9	8	10
Business Administration	0604	103	111	133	144	163
Chemistry	4005	4	3	4	2	3
Computer Information Systems	1101	2	2	6	4	6
Computer Science	1199	1	-	2	9	5
Dental Hygiene	5106	8	14	13	13	9
Pre-Dental Hygiene/FC	5105	5	-	-	-	-
Economics	0605	-	2	1	6	-
Engineering	1401	-	-	-	-	-
General Studies	2104	78	77	87	98	127
Geology	4006	1	1	-	1	-
Health Information Management	1807	12	5	9	9	8
Health Professions	1808	-	-	-	-	3
Human Services	1704	16	14	10	2	9
Mathematics	2701	1	3	6	1	3
Nursing (RN)	1811	136	133	137	86	72
Nursing, Transfer	1899	2	2	4	6	5
Pre-Nursing	1810	3	-	2	-	-
LPN Bridge to Nursing	1813	3	1	-	-	-
Paramedic Bridge to Nursing	1814	2	-	-	-	-
Pre-RN to BS Nursing	1821	-	1	-	-	-
Occupational Therapy	1799	1	-	-	2	1



Pathway	Code	12-13	13-14	14-15	15-16	16-17
<b>Associate of Science (continued)</b>						
Physician's Assistant	1705	1	-	-	-	1
Physics	4008	1	-	3	1	1
Pre-Pharmacy	1819	1	1	4	1	-
Pre-Physical Therapy	1713	-	1	4	3	1
Respiratory Therapy	1718	1	-	-	1	1
Teacher Education	1313	-	-	-	-	-
Early Childhood Education	1323	51	58	43	49	77
Middle Grades Education	1322	12	11	12	7	10
Physical Education	1334	-	1	1	1	-
Special Education	1327	13	5	5	1	9
<b>Career Pathways at Georgia Northwestern Technical College and North Metro Technical College</b>						
<b>AAS in Business</b>						
Accounting (GNTC)	0730	1	-	-	-	-
Business & Office Technology (NMT)	0781	-	-	-	-	-
Office Technology (GNTC)	0785	1	-	-	-	-
Management and Supervisory Development (GNTC)	0613	-	-	-	-	-
Marketing & Management (GNTC)	0820	1	-	-	-	-
Pathway	Code	12-13	13-14	14-15	15-16	16-17
<b>Bachelor of Science</b>						
RN to BSN Nursing	1822	-	17	22	29	50
Dental Hygiene	5126	-	-	-	6	18
<b>Bachelor of Business Administration</b>						
Healthcare Management	0623	-	-	-	-	-
Logistics and Supply Chain Management	0633	-	-	-	-	-
<b>Total Graduates for the Academic Year</b>		<b>560</b>	<b>568</b>	<b>653</b>	<b>645</b>	<b>741</b>

# Library

The Georgia Highlands College Libraries support the College's mission of teaching, research, and service. The libraries provide access to resources in all formats in order to meet the curricular and intellectual needs of the Georgia Highlands College community.

## Our Vision

- Treat every library patron with courtesy, dignity, and respect.
- Provide the best possible library resources and services for students, faculty, staff, and the community.
- Do our utmost to meet the research and information needs of every library patron.

In order to better meet the needs of our six GHC locations, our libraries have made many changes in recent years. Our Georgia Highlands College Libraries have more than 78,000 printed books, held at the Floyd, Cartersville, Paulding and Douglasville locations, and we provide access to more than 430,000 additional online books that are available from any location with internet access. Through the statewide GIL Express system, our students can request almost any book held by any library in the University System of Georgia. Through Interlibrary Loan (ILL), our libraries can usually borrow books from almost any library in the world.

Other services include access to online video databases such as Films on Demand and Theatre in Video, which provide access to over 41,000 high-quality academic videos online. These databases allow faculty and students to access videos online from any location, rather than attempting to shuffle DVDs and VHSs among multiple locations.

Our libraries have subscriptions to numerous print magazines, journals, and newspapers, held at the Floyd, Cartersville, Paulding, and Douglasville locations. Through GALILEO, our students, faculty, and staff can access nearly 40,000 additional magazine, journal, and newspaper titles. If an article is not available in our print collections or in GALILEO, our students can use ILL to request a copy of the article from another library.

Students will find a welcoming and helpful atmosphere at all GHC libraries. At the Rome, Cartersville, and Paulding locations, students have access to group and private study rooms, quiet study areas and high-tech conference rooms. All locations have abundant computer resources, and many additional features to enhance their learning experience. Students at the Marietta site will find an equally welcoming and helpful environment at the Kennesaw State University/L. V. Johnson Library, where librarians are always ready to help.

Students at any location can get help through live chat, text messaging, and social media by visiting <http://ask.highlands.edu>.

As teaching libraries, our librarians provide assignment-related instruction sessions in classes across the curriculum, with the goal of encouraging our students to be independent researchers and lifelong learners.

### Fiscal Year 2016-17 Highlights

- Circulated 5967 print items and 28,938 e-books during the year
- Loaned 535 items to other libraries and received 296 (GIL Express & ILL) items from other libraries
- Recorded approximately 182,269 visits to the libraries:  
Rome – 47,218, Cartersville – 103,192, Paulding – 16,171, and Douglasville – 15,688
- Library faculty and staff answered 11,842 questions
- Library faculty taught 221 library instruction classes for 4962 students

### Library Collections Held at End of Year

Category		2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
<b>Books</b>	<b>-Volumes</b>	74,183	77,065	80,541	78,466	79,601
	<b>-Titles</b>	66,713	71,097	74,053	72,257	65,150
	<b>-eBooks</b>	84,228	85,565	94,529	136,290	431,830
<b>Serials</b>	<b>-Current Subscriptions</b>	82	82	103	77	77
	<b>-Unique Titles</b>	110	110	118	54	54
	<b>-Digital Titles</b>				20	23
<b>Manuscripts/ Archive</b>	<b>-Linear Feet</b>	95	95	95	95	95
<b>Film Video</b>	<b>-Units</b>	1,445	1,413	1252	422	493
	<b>-Titles</b>	916	908	819	248	244
	<b>-Online</b>	30,222	32,225	34,373	35,458	41,598
<b>Databases</b>	<b>-Units</b>	334	333	353	349	399

### Library Services

Category		2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Circulation Transactions	-Printed Books	7,275	6,904	7,007	5,163	5,967
	-eBooks	11,117	14,739	32,116	26,527	28,983
Document loans to other libraries	-Returnable	139	135	133	127	146
	-Non-Returnable	9	8	12	12	3
Documents loans from other libraries	-Returnable	54	45	27	21	31
	-Non-Returnable	59	44	40	27	30
Information services to groups	-Presentations	229	227	295	236	221
	-People Served	4,959	4,938	6,326	5,392	4,962
GIL Express Transactions	-From other institutions	352	337	327	234	235
	-To other institutions	686	576	611	334	386
Questions Answered		9,435	11,241	12,018	14,772	11,842

Library Visits	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Cartersville	106,986	116,209	119,718	100,759	103,192
Douglasville			12,652	16,184	15,688
Paulding	9,206	16,442	14,571	16,376	16,171
Rome	56,915	53,505	64,100	46,534*	47,218
<b>TOTAL</b>	<b>173,107</b>	<b>186,156</b>	<b>211,041</b>	<b>179,853*</b>	<b>182,269</b>

\*Data correction made 9/2017

GALILEO Usage <small>(new reporting format began FY 2014)</small>	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Searches	3,795,574	226,071	250,211	312,274	380,840
Articles	186,817	110,589	89,095	147,815	230,875

## Testing Center

The Georgia Highlands College Testing Centers are responsible for administering standardized tests for the college. Tests currently offered are the Accuplacer\* placement exam, the Institutional SAT – now known as the SAT On-Campus, eLearning and eCore, the P.O.S.T. Accuplacer and independent study testing for those students not attending University System of Georgia (USG) institutions.

Dedicated testing centers are located at the Floyd campus and the Cartersville site. Proctors use shared classroom space to administer limited testing services at the Paulding, Douglasville, and Marietta sites.

The Testing Centers are under the management of the GHC Libraries.

### Fiscal Year 2016-2017

	Cartersville	Marietta	Paulding	Floyd	Douglasville	Off-Site	TOTAL
<b>Compass Placement</b>	730	462	406	587	333	0	<b>2518</b>
<b>eCore</b>	247	0	0	259	0	0	<b>506</b>
<b>eLearning</b>	785	87	353	474	87	0	<b>1786</b>
<b>Independent Study/Distance Learning (non-USG)</b>	18	0	0	28	0	0	<b>46</b>
<b>SAT On-Campus/Institutional SAT</b>	27	0	0	4	0		<b>31</b>
<b>Totals</b>	<b>1807</b>	<b>549</b>	<b>759</b>	<b>1352</b>	<b>420</b>	<b>0</b>	<b>4887</b>

*\*The University System of Georgia changed from the COMPASS placement exam to the Accuplacer in November 2016.*

*\*\*Offerings of the P.O.S.T. Accuplacer began March 2017: 4 exams given 2 at Cartersville and 2 at Floyd.*

## Tutorial Center

The purpose of the Tutorial Center is to help students succeed in their chosen academic area by providing face-to-face and online tutoring. The Centers are located in the Georgia Highlands College Libraries on the Floyd Campus and Douglasville Campus, room 113 on the Cartersville campus, Norton Hall on the Marietta Campus, and in room 110 on the Paulding Campus. The schedules vary from campus to campus, and every effort is made to accommodate both day and evening students. The Centers have computers students can use for tutorial purposes, including practice in Reading, English, Math, and the placement test, and to access textbook software and student email and D2L accounts. The Centers also sponsor various workshops covering such topics as research papers, calculators, and test-taking skills. In addition to on-campus tutoring services, the Tutorial Center coordinates the use of Brainfuse, an online tutoring platform available to select students.

Tables below show the general statistics for the Tutorial Center. The numbers include student visits to the Centers, as well participants of workshops given by Center personnel. Through referrals and through drop-in students, the Center saw a variety of students representing different academic areas.

### Tutorial Center Visits by Campus for Academic Year 2016-2017

Campus	Number of Visits
Floyd	3274
Cartersville	4057
Marietta	868
Paulding	1282
Douglasville	393
Online	804

### Tutorial Center Visits by Academic Year

Academic Year	Number of Visits
2012-2013	9467
2013-2014	10,639
2014-2015	9717
2015-2016	8602
2016-2017	10,628

# **CREDIT HOURS**

## Credit Hours by Campus

	Semester	Floyd	Heritage Hall	Cartersville	eLearning/ Online	Marietta	Wellstar	Paulding	Douglasville	Off Campus	Total
Academic Year 2012-2013	Fall 2012	13,319	2,232	18,522	4,576	9,398	162	3,940	4,187	-	56,336
	Spring 2013	12,121	2,354	16,676	5,363	8,523	171	3,375	3,810	-	52,393
	Summer 2013	2,249	562	2,846	3,935	1,450	70	496	514	-	12,122
	<b>TOTALS</b>	<b>27,689</b>	<b>5,148</b>	<b>38,044</b>	<b>13,874</b>	<b>19,371</b>	<b>403</b>	<b>7,811</b>	<b>8,511</b>	<b>-</b>	<b>120,851</b>
Academic Year 2013-2014	Fall 2013	12,818	8,996	19,510	7,298	9,572	360	3,962	4,416	-	66,932
	Spring 2014	12,065	7,004	17,443	7,360	8,359	360	3,380	3,652	-	59,623
	Summer 2014	2,212	580	3,264	4,555	1,087	0	370	519	-	12,587
	<b>TOTALS</b>	<b>27,095</b>	<b>16,580</b>	<b>40,217</b>	<b>19,213</b>	<b>19,018</b>	<b>720</b>	<b>7,712</b>	<b>8,587</b>	<b>-</b>	<b>139,142</b>
Academic Year 2014-2015	Fall 2014	11,910	8,759	19,156	7,328	9,118	180	3,814	4,074	-	64,339
	Spring 2015	11,556	6,526	16,569	8,459	8,249	180	3,582	3,461	-	58,582
	Summer 2015	1,953	171	2,854	5,637	1,223	0	428	448	-	12,714
	<b>TOTALS</b>	<b>25,419</b>	<b>15,456</b>	<b>38,579</b>	<b>21,424</b>	<b>18,590</b>	<b>360</b>	<b>7,824</b>	<b>7,983</b>	<b>-</b>	<b>135,635</b>
Academic Year 2015-2016	Fall 2015	11,975	5,600	19,826	10,539	9,125	180	4,417	3,709	54	65,425
	Spring 2016	11,582	3,902	17,701	11,719	8,341	180	3,905	3,524	51	60,905
	Summer 2016	1,955	120	2,975	7,719	959	0	363	498	54	14,643
	<b>TOTALS</b>	<b>25,512</b>	<b>9,622</b>	<b>40,502</b>	<b>29,977</b>	<b>18,425</b>	<b>360</b>	<b>8,685</b>	<b>7,731</b>	<b>159</b>	<b>140,973</b>
Academic Year 2016-2017	Fall 2016	11,638	6,428	19,797	12,291	9,142	0	4,416	3,961	577	68,250
	Spring 2017	10,962	7,697	18,383	12,643	8,353	0	3,525	3,269	473	65,305
	Summer 2017	1,555	90	2,991	6,962	933	0	304	467	288	13,590
	<b>TOTALS</b>	<b>24,155</b>	<b>14,215</b>	<b>41,171</b>	<b>31,896</b>	<b>18,428</b>	<b>0</b>	<b>8,245</b>	<b>7,697</b>	<b>1,338</b>	<b>147,145</b>



## Credit Hours by Division

### Social Sciences/Business

Campus	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Floyd	4018	3274	2903	3285	3521
Heritage Hall	-	-	-	-	-
Cartersville	5834	5589	5685	5747	5972
Marietta	2733	2999	2677	2668	2823
Paulding	1233	1285	1116	1371	1552
Douglasville	1023	1061	1002	906	1035
eLearning and Online	n/a	n/a	2930	3596	3904
<b>TOTAL HOURS</b>	<b>14,841</b>	<b>14,208</b>	<b>16,313</b>	<b>17,561</b>	<b>18,807</b>

### Mathematics

Campus	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Floyd	1740	1520	2208	2199	2029
Heritage Hall	-	-	-	-	-
Cartersville	2810	2990	4057	4329	4377
Marietta	1406	1479	2067	2054	1883
Paulding	631	668	1122	1209	1102
Douglasville	582	670	990	895	973
eLearning and Online	n/a	n/a	685	1045	1459
<b>TOTAL HOURS</b>	<b>7169</b>	<b>7327</b>	<b>11,129</b>	<b>11,731</b>	<b>11,823</b>

### Humanities

Campus	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Floyd	2775	2462	2694	2946	2797
Heritage Hall	-	14	4	-	6
Cartersville	4402	4375	4814	5129	5485
Marietta	2628	2547	2822	3009	2790
Paulding	873	933	1130	1341	1350
Douglasville	1116	1122	1266	1166	1317
eLearning and Online	n/a	n/a	2113	2812	3152
Off Campus	n/a	n/a	n/a	54	153
<b>TOTAL HOURS</b>	<b>11,794</b>	<b>11,453</b>	<b>14,843</b>	<b>16,457</b>	<b>17,050</b>

### Natural Sciences/Physical Education

Campus	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Floyd	3565	4207	4105	3545	3291
Cartersville	3683	4754	4600	4621	3963
Marietta	1354	1420	1552	1394	1646
Paulding	437	446	446	496	412
Douglasville	816	980	816	742	636
eLearning and Online	n/a	n/a	543	1148	1846
Off Campus	n/a	n/a	n/a	n/a	424
<b>TOTAL HOURS</b>	<b>9855</b>	<b>11,807</b>	<b>12,062</b>	<b>11,946</b>	<b>12,218</b>

### Health Sciences

Campus	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Heritage Hall	2232	8982	8755	5600	6422
Marietta/Wellstar	162	360	180	180	-
eLearning and Online	n/a	n/a	1057	1938	1930
<b>TOTAL HOURS</b>	<b>2394</b>	<b>9342</b>	<b>9992</b>	<b>7718</b>	<b>8352</b>

### Academic Success

Campus	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Floyd	1221	1355	-	-	-
Heritage Hall	-	-	-	-	-
Cartersville	1793	1802	-	-	-
Marietta	1277	1127	-	-	-
Paulding	766	630	-	-	-
Douglasville	650	583	-	-	-
<b>TOTAL HOURS</b>	<b>5707</b>	<b>5497</b>	<b>-</b>	<b>-</b>	<b>-</b>

Academic Success courses have been combined with the Humanities and Mathematics departments, respectively.

# **PERSONNEL DATA**

## **FACULTY & STAFF**

# Human Resources

## Full-Time Employees by Gender

Employee Category	Academic Year									
	2012-2013		2013-2014		2014-2015		2015-2016		2016-2017	
	M	F	M	F	M	F	M	F	M	F
Executive/Adm./Managerial	24	20	17	14	14	14	14	16	15	16
Faculty—10 month	55	79	55	69	53	62	53	67	51	66
Faculty—12 month	0	2	0	4	1	13	1	18	1	15
Professional Non-Faculty	21	44	35	49	34	28	29	50	10	8
Admin. Assistant	2	44	0	39	4	30	7	53	17	50
Technical/Paraprofessional	3	1	3	3	3	3	4	3	24	30
Skilled Craft	1	0	2	0	1	0	1	0	1	0
Service/Maintenance	30	9	29	10	27	9	27	9	24	7
<b>TOTAL</b>	<b>136</b>	<b>199</b>	<b>141</b>	<b>188</b>	<b>137</b>	<b>159</b>	<b>136</b>	<b>216</b>	<b>143</b>	<b>192</b>

Note: Beginning in 2012-2013, Executive/Admin/Managerial includes Academic Deans, Director of Libraries and Assoc. Director of Libraries. Librarians are reported in Professional Non-Faculty.

## Full-Time Minority Employees

Employee Category	Academic Year				
	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Executive/Adm./Managerial	3	1	4	1	1
Faculty—9 month	11	12	10	8	13
Faculty—12 month	0	0	1	1	1
Professional Non-Faculty	12	10	12	14	2
Admin. Assistant	5	5	7	8	12
Technical/Paraprofessional	1	1	2	1	13
Skilled Craft	0	0	0	0	0
Service/Maintenance	10	10	10	8	8
<b>TOTAL</b>	<b>42</b>	<b>39</b>	<b>46</b>	<b>41</b>	<b>50</b>

## Full-Time Faculty Information

### Full-Time Faculty by Gender

	Male		Female	
	Count	Percentage	Count	Percentage
Fall 2012	55	40.4%	81	59.6%
Fall 2013	55	43.0%	73	57.0%
Fall 2014	54	43.6%	70	56.4%
Fall 2015	53	43.1%	70	56.9%
Fall 2016	52	42.3%	71	57.7%

### Full-Time Faculty by Race

	White (Non-Hispanic)		Hispanic		Black (Non-Hispanic)		Asian/ Pacific Islander		American Indian/Alaskan Native	
	#	%	#	%	#	%	#	%	#	%
Fall 2012	124	91.2%	2	1.5%	7	5.1%	3	2.2%	-	-
Fall 2013	116	90.6%	2	1.6%	7	5.5%	3	2.3%	-	-
Fall 2014	110	88.7%	2	1.6%	9	7.3%	3	2.4%	-	-
Fall 2015	112	91.7%	-	-	8	6.5%	3	2.4%	-	-
Fall 2016	107	87.0%	-	-	10	8.1%	5	4.1%	1	0.8%

### Full-Time Faculty by Rank

	Professor		Associate Professor		Assistant Professor		Instructor		Lecturer	
	#	%	#	%	#	%	#	%	#	%
Fall 2012	16	11.8%	36	26.5%	41	30.1%	25	18.4%	18	13.2%
Fall 2013	18	14.0%	37	28.9%	40	31.3%	16	12.5%	17	13.3%
Fall 2014	17	13.7%	35	28.2%	44	35.5%	28	22.6%	-	-
Fall 2015	18	14.6%	40	32.5%	37	30.1%	28	22.8%	-	-
Fall 2016	22	17.9%	35	28.5%	33	26.8%	33	26.8%	-	-

### Full-Time Faculty by Tenure

	Tenured		Non-Tenured (On Tenure Track)		Non-Tenure Track	
	#	%	#	%	#	%
Fall 2012	55	40.4%	63	46.3%	18	13.2%
Fall 2013	58	45.3%	52	40.6%	18	14.1%
Fall 2014	58	46.8%	38	30.6%	28	22.6%
Fall 2015	64	52.0%	31	25.2%	28	22.8%
Fall 2016	63	51.2%	27	22.0%	33	26.8%

### Full-Time Faculty by Degree

	Doctorate		Education Specialist		Master's		Baccalaureate	
	#	%	#	%	#	%	#	%
Fall 2012	37	27.2%	4	2.9%	91	67.0%	4	2.9%
Fall 2013	36	28.1%	3	2.3%	87	68.0%	2	1.6%
Fall 2014	34	27.4%	3	2.4%	86	69.4%	1	0.8%
Fall 2015	34	27.7%	3	2.4%	86	69.9%	-	-
Fall 2016	35	28.5%	2	1.6%	86	69.9%	-	-

### Full-Time Faculty by Average Salary

	Professor	Associate Professor	Assistant Professor	Instructor	Lecturer
Fall 2012	\$61,036	\$48,636	\$41,579	\$40,757	\$40,454
Fall 2013	\$60,196	\$46,635	\$41,634	\$43,113	\$40,364
Fall 2014	\$60,040	\$47,507	\$43,215	\$40,743	-
Fall 2015	\$60,374	\$48,504	\$43,843	\$42,063	-
Fall 2016	\$59,011	\$48,104	\$44,790	\$42,978	-

### Full-Time Faculty by Rank and Gender

	Professor		Associate Professor		Assistant Professor		Instructor		Lecturer	
	M	F	M	F	M	F	M	F	M	F
Fall 2012	12	4	12	24	19	22	7	18	5	13
Fall 2013	12	6	11	26	22	18	4	12	6	11
Fall 2014	11	6	13	22	21	23	9	19	-	-
Fall 2015	11	7	19	21	16	21	7	21	-	-
Fall 2016	14	8	15	20	13	20	10	23	-	-

### Part-Time Faculty Information

#### Part-Time Faculty by Rank

	Professor	
	#	%
Fall 2012	109	100%
Fall 2013	125	100%
Fall 2014	139	100%
Fall 2015	154	100%
Fall 2016	164	100%

#### Part-Time Faculty by Gender

	Male		Female	
	Count	Percentage	Count	Percentage
Fall 2012	38	34.9%	71	65.1%
Fall 2013	43	34.4%	82	65.6%
Fall 2014	52	37.4%	87	62.6%
Fall 2015	60	39.0%	94	61.0%
Fall 2016	67	40.9%	97	59.1%

# **ELEARNING**



# eLearning

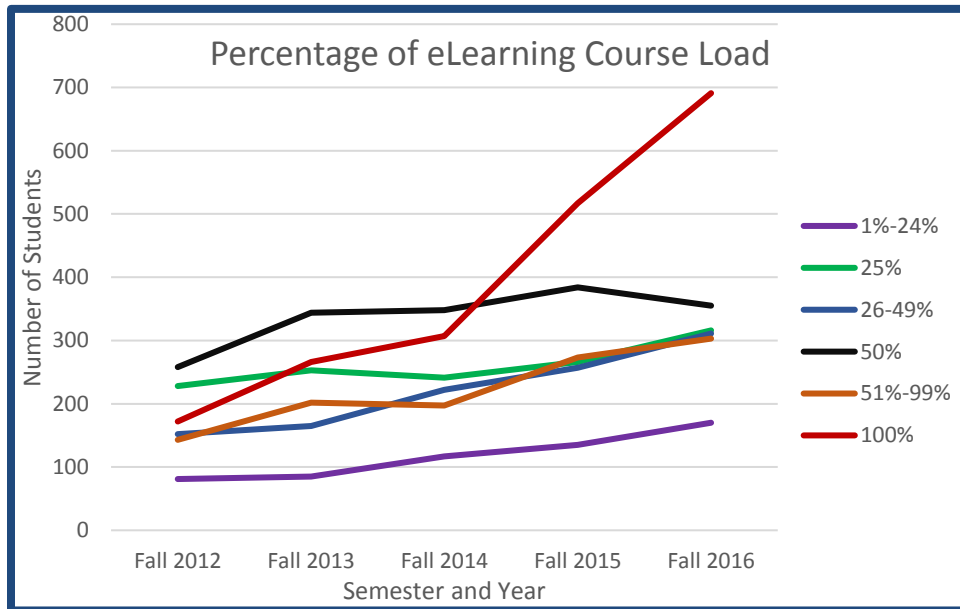
## eLearning at GHC

Georgia Highlands is ready to help you accomplish your educational goals with the flexibility of online baccalaureate and associate degree options, listed below. These include GHC's online completion pathways for two baccalaureate degrees which prepare students to enter or advance in the workforce in two health science areas. In addition, Georgia Highlands provides two transfer associate degrees (Associate of Arts and Associate of Science) online in multiple pathways. The courses prepare students to transfer as juniors and continue in programs that lead to bachelor degree.

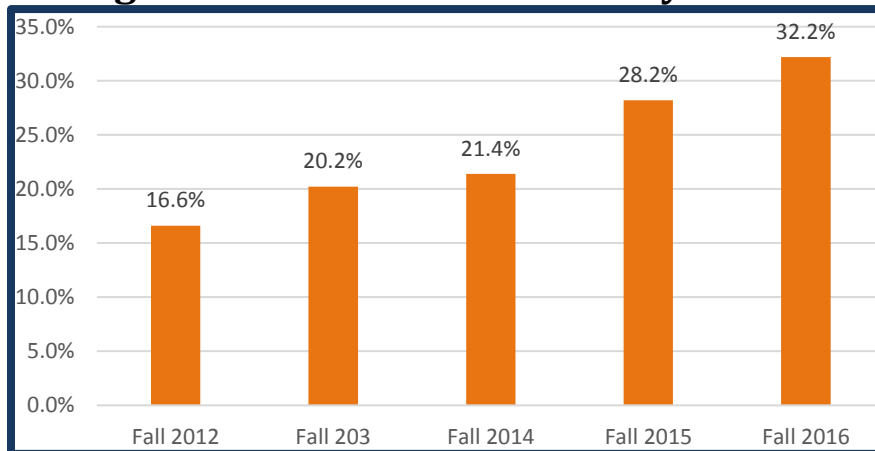
- Two online Bachelor completion programs
  - Nursing (BSN)
  - Dental Hygiene (BSDH)
- Eight online associate programs
  - Business (AS)
  - Criminal Justice (AS)
  - English (AA)
  - Foreign Language (AA)
  - General Studies (AS)
  - History (AA)
  - Political Science (AA)
  - Teacher Education: Middle Grades (AS)
- Over 100 courses
- Access to dozens of eCore classes

## Percentage of eLearning Course Load

Percent of Load	Number of Students in Each Percentage				
	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
<b>100%</b>	172	266	307	517	691
<b>51%-99%</b>	143	202	197	273	303
<b>50%</b>	258	344	348	384	355
<b>26%-49%</b>	152	165	222	257	311
<b>25%</b>	228	253	241	266	316
<b>1%-24%</b>	81	85	117	135	170
<b>TOTAL</b>	<b>1034</b>	<b>1315</b>	<b>1432</b>	<b>1834</b>	<b>2146</b>

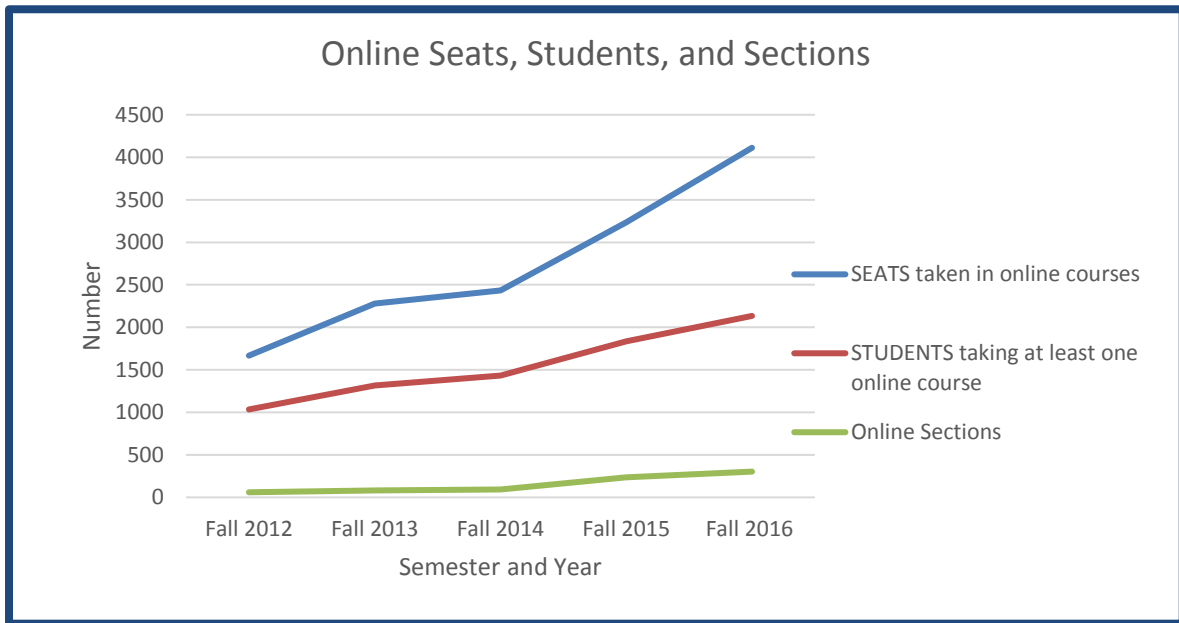


## Percentage of Online Students in Fully-Online Loads



## Online Seats, Students, and Sections

	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2015-16 Year-to-Year Change
<b>SEATS taken in online courses</b>	1667	2279	2432	3236	4112	27.1%
<b>STUDENTS taking at least one online course</b>	1034	1315	1432	1834	2134	16.4%
<b>Online SECTIONS</b>	60	83	94	236	303	28.4%



## Online Course Participation

Percent of Total Unduplicated Enrollment Taking at Least One Online Course	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2015-16 Year-to-Year Change
<b>Percent of Total Unduplicated Enrollment Taking at Least One Online Course</b>	19%	24%	27%	31.9%	35.5%	11.3%
<b>Total Unduplicated Enrollment</b>	5522	5490	5369	5746	6013	4.6%

# **STUDENT AFFAIRS**

## **Academic Advising**

Academic Advising is a collaborative effort between students and faculty or professional advisors. This teaching opportunity facilitates exploration of career and educational options and decision-making that will best lead to achievement of students' goals. There is an Advising Office on each GHC campus where students may meet with a Professional Advisor. Students can schedule an appointment or drop-in for assistance. Faculty advise at all sites. Each division assigns one faculty member as the divisional advising specialist who helps coordinate academic involvement in advising. Students may receive advising in person and/or via e-mail, phone, online, or ticketing system. Advising can occur at any time of the year, but special times for advising are during orientation, registration, drop/add period, and Early Bird Advising.

### **Early Bird Advising**

Early Bird Advising (EBA) takes place at mid-term of Fall and Spring semesters. The goal is to provide students with advice on how best to plan their academic careers. ScoreCard (GHC's DegreeWorks degree audit program) is used to show students what they need to complete their program or what will be needed if they change programs.

Faculty and professional advisors made 3,864 Early Bird Advising notes in 2016-2017. Students who participated in Early Bird Advising were able to register one week early for the spring and fall terms.

### **Early Warning Program**

The Early Warning Program (EWP) initiative continued with faculty reporting student progress by mid-term. 5,256 emails were sent to students identified by faculty as making unsatisfactory course progress during 2016-17 fall, spring, and summer terms. Students were advised to speak with their professor and campus advisor. Professional advisors reached out to all of these EWP students on their campuses via email and phone.

### **Ticketing System**

Any inquiry to the advising address of [advising@highlands.edu](mailto:advising@highlands.edu) creates a "ticket," to which any professional advisor can respond. During the 2016-17 academic year, 3,266 advising tickets were answered by the advising department.

### **ScoreCard**

Professional advisors made a total of 13,877 notes in Scorecard during 2016-17. Faculty advisors and other college staff made 3,955 notes in Scorecard.

## Student Support Services 2016-2017

Student Support Services offers a variety of services, resources and activities designed to support student success. Services are designed to assist students with making decisions and adjusting to college life. Our goal is to promote personal growth and development. Currently enrolled students with career, educational and/or personal concerns may be seen by a professional staff member. Sessions are free and confidential. Counseling staff members are also available for consultation to students, faculty and staff of Georgia Highlands College who are concerned about specific situations.

### Disability Population Accommodated at Georgia Highlands College

Persons who have a physical or mental impairment which substantially limits a major life activity are entitled to non-discrimination and reasonable accommodations.

Campus	Count of Students Receiving Services
Cartersville	128
Douglasville	16
Floyd/Heritage Hall	42
Paulding	14
Marietta	26
<b>TOTAL</b>	<b>226</b>

Type of Disability	Count of Students Receiving Services (duplicated headcount)
Autism/Asperger's syndrome	14
Acquired or traumatic brain injury	5
ADD/HD	66
Blind/Loss of vision	6
Deaf and hard of hearing	10
Learning disabilities	57
Mobility disorders	9
Psychological disorders	33
Systemic/Chronic health disorders	25
Other disabilities	8

### **Counseling Services Provided at Georgia Highlands College**

Through Counseling Services, we seek to maximize students' total learning experience through services that bolster their personal development, social adjustment and self-knowledge. Services include individual counseling provided by highly competent counseling professionals and educational outreach programs for the prevention of high risk behaviors. Licensed professional counselors are available on each campus.

<b>Campus</b>	<b>Counseling Sessions Provided</b>	<b>Students Impacted Through Outreach Events</b>
Cartersville	442	2,133
Douglasville	107	213
Floyd/Heritage Hall	483	1,378
Paulding	67	197
Marietta	226	153
<b>TOTAL</b>	<b>1,325</b>	<b>4,074</b>

### **Counseling Services Highlights**

- 38 CARE team interventions
- Counseling internship site for 6 Universities
  - University of West Georgia; Liberty University; Walden University; Richmond Graduate University; Argosy University; and Shorter University
- Online Career Center [www.collegecentral.com/highlands](http://www.collegecentral.com/highlands)
  - 343 employers registered
  - 263 students registered
  - 211 alumni registered
  - June 2017 had most jobs posted at 51

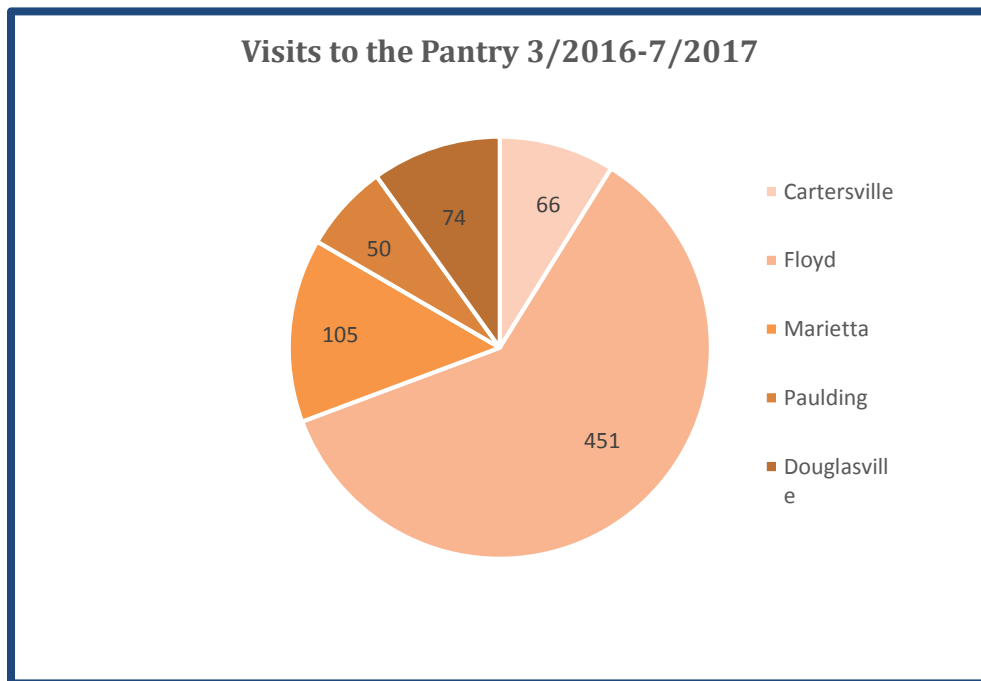
### Workforce Innovation and Opportunity Act (WIOA) Services Provided

WIOA is a federally funded program that prepares eligible adults and recently dislocated adults and workers for re-entry into the workforce through retraining and education. The WIOA program at GHC provides a full range of services pertaining to employment, life skills training, education and more.

Campus	WIA Students Served	WIOA 2017 Graduates
Cartersville	6	-
Douglasville	-	-
Floyd/Heritage Hall	47	23
Paulding	3	-
Marietta	-	-
<b>TOTAL</b>	<b>56</b>	<b>23</b>

### Charger Food Pantry

Established in March, 2016 as a means to address food insecurity among college students, Student Support Services provides access to the Charger Food Pantry on all institutional sites for all students. Students are able to shop at the Pantry at least once a week, and choose 12 items free of charge. Charger Food Pantry is funded in part through private donations and in partnership with Action Ministries in Rome, GA. Since the launch in March, 2016, we have had 746 visits to the Pantries on all 5 instructional sites; that is approximately 10,000 lbs. of food distributed to the needs of our GHC students and their families.





## Office of Admissions, Registrar, and Financial Aid

The offices of Admissions, Registrar, and Financial Aid provide assistance to students from the moment a prospective student first contacts Georgia Highlands College through graduation. For 2016-2017, state and federal financial aid awards totaled \$23,225, 048.58.

### 2016-2017 Summary of State Financial Aid Awards

State	Fall #	Fall Amount	Spring #	Spring Amount	Summer #	Summer Amount	Total Amount	Total #
HERO	1	\$833.30	1	\$833.30	0	\$0	\$1,666.60	2
HOPE-GED	5	\$2,500.00	2	\$1,000.00	1	\$500.00	\$4,000	8
HOPE	1148	\$1,004,727.20	1107	\$990,315.80	392	\$175,519.70	\$2,170,562.70	2647
MOWR BOOKS	355	\$64,075.00	353	\$65,175.00	51	\$6,075.00	\$135,325.00	759
MOWR T/F	355	\$250,649.70	353	\$253,730.90	51	\$24,551.41	\$528,932.01	759
SAL	2	\$3,186.00	2	\$3,286.00	0	\$0	\$6,472.00	4
ZELL	27	\$29,169.07	31	\$32,894.64	26	\$14,175.72	\$76,239.43	84
<b>TOTAL</b>	<b>1893</b>	<b>\$1,355,140.27</b>	<b>1849</b>	<b>\$1,347,235.64</b>	<b>521</b>	<b>\$220,821.83</b>	<b>\$2,923,197.74</b>	<b>4263</b>

### 2016-2017 Summary of Federal Financial Aid Awards

Federal	Fall #	Fall Amount	Spring #	Spring Amount	Summer #	Summer Amount	Total Amount	Total #
FSEOG	114	\$57,000.00	137	\$68,500.00	7	\$3,500.00	\$129,000.00	258
FWS	40	\$21,315.69	40	\$437,103.67	40	\$12,425.52	\$470,844.00	120
PLUS LOAN	21	\$69,344.00	18	\$61,416.00	0	\$0	\$130,760.00	39
PELL GRANT	2535	\$5,188,853.96	2445	\$4,829,549.00	571	\$618,547.00	\$10,636,949.96	5551
SUB LOAN	1174	\$5,362,189.00	1188	\$216,814.00	190	\$339,377.00	\$5,918,380.00	2552
UNSUB LOAN	1193	\$1,357,753.00	1095	\$1,261,072.00	212	\$397,091.00	\$3,015,916.00	2500
<b>TOTAL</b>	<b>5077</b>	<b>\$12,056,455.65</b>	<b>4923</b>	<b>\$6,874,454.67</b>	<b>1020</b>	<b>\$1,370,940.52</b>	<b>\$20,301,850.84</b>	<b>11,020</b>

## Student Life

The Office of Student Life seeks to develop the Georgia Highlands College student body through a series of co-curricular activities that promote experiential learning, wellness, and appreciation of the arts, leadership and volunteerism. The unit encourages and provides student involvement opportunities to complement the academic programs of study and to enhance the overall college experience for all Georgia Highlands College students.

The Office of Student Life houses the offices for student publications, student governance, and the service learning and volunteer center. The OSL coordinates the forming of clubs and organizations by students and provides resources for those groups as they sponsor a wide variety of programs and events. The OSL also handles the student judicial process, new student orientation, schedules general entertainment events, and oversees the reservation and use of the Student Center and Solarium facilities.

### Student Clubs and Organizations

	Floyd/ Heritage	Cartersville	Marietta	Paulding	Douglasville
<b>Academic Departmental</b>					
English Majors Association	X	X	X	X	X
Highlands Association of Nursing	X				
Human Services Club	X				
Student American Dental Hygienists' Association	X				
Student Professional Association of Georgia Educators	X				
<b>Special Interests</b>					
American Association of University Women		X			
Active Minds		X			
Baptist Student Union	X				
Bass Fishing Club	X				
Brother 2 Brother	X	X	X	X	X
Boxing Club		X			
Capture Highlands	X				
Cheerleading Club	X				
College Conservatives	X				
Creative Writing		X			
Criminal Justice and Political Science Club	X				
CRU		X			
Cycling Club		X			
Equality Alliance	X	X	X		

	Floyd/ Heritage	Cartersville	Marietta	Paulding	Douglasville
Fellowship of Christian Athletes	X	X			
Gaming Club	X	X		X	X
GH Dance Club		X			
GHC Running Club	X	X			X
Green Highlands	X	X		X	
Hispanic Student Association	X				
Human Services Club	X				
InterVarsity Nurses Christian Fellowship	X				
La Mano			X		
Psychology Club		X			
Sign and Speak	X				
Spanish Activities Club		X			
Student Veterans of America	X	X			
Students Without Borders	X	X	X	X	X
That Animation Club	X				
Woman to Woman			X		X
Writer's Collaborative	X				
<b>Honor Groups</b>					
Alpha Beta Gamma Business Honor Society	X	X	X	X	X
Phi Theta Kappa	X	X	X	X	X
Psi Beta Psychology Honor Society	X	X	X	X	X
<b>Student Media</b>					
Six Mile Post	X	X	X	X	X
Old Red Kimono	X	X	X	X	X
<b>Leadership</b>					
Emerging Leaders	X	X	X	X	X
Highlands Interactive Productions	X				
Orientation Leaders	X	X	X	X	X
Student Government Association	X	X	X	X	X

## Athletics

The athletics program at Georgia Highlands College aims at providing eligible student-athletes with the opportunities to participate in intercollegiate sports. Currently, the program consists of men's and women's basketball, baseball, and softball. Additional sports may be added in the future. GHC is a Division I, Region 17 member of the National Junior College Athletic Association (NJCAA) and the Georgia Collegiate Athletic Association (GCAA), which consists of 21 member institutions. The men's basketball team won the school's first Region 17 Championship in 2014-15.

Fall 2015-Spring 2016	
Men's Basketball	12 participants
Women's Basketball	10 participants
Baseball	32 participants
Softball	16 participants
<b>TOTAL</b>	<b>70 participants</b>

**INFORMATION  
TECHNOLOGY  
SERVICES**

## **Information Technology Services Division**

The Information Technology Services (ITS) Division at Georgia Highlands College provides technological services that support the computing needs of the institution's academic and administrative functions. The Information Technology Services Division is directed by the Vice President of Information Technology/Chief Information Officer, who reports to the President of the institution. The Information Technology Services Division is responsible for planning and coordinating all central enterprise computing equipment and systems, telecommunications systems, and all other computing equipment and resources on all Georgia Highlands College campuses. In addition, Information Technology Services is responsible for developing and maintaining the institution's Information Security Program.

Information Technology Services is responsible for the support of complex systems that provide delivery of a variety of electronic information. Using advanced technology to deliver high-speed connectivity to all campuses, ITS provides computer and technical support to all faculty, staff, and students. The Information Technology Services Division is comprised of six units that offer technical support in their respective areas of expertise. These units are represented or housed at different campuses depending upon a variety of strategic factors. These units are: Client Technology Services, Information Security & Network Services, Enterprise Application Services, Web Support Services, Audio Visual Services, and eLearning Support Services. These units work together to provide the best service and support to all end users of the institution. The Information Technology Services Division encourages all faculty, staff, and students to take advantage of the many technology resources and services available.

# **Client Technologies and Media Services**

A unit of Information Technology Services

Client Technology & Media Services (CTSMS), a unit of the Information Technology Division, serves as the primary user support for all students, faculty, and staff for all GHC campuses and locations. The mission of CTSMS is to provide our customers with quality and timely support of GHC hardware, specified pre-loaded software, user accounts, and limited Bring-Your-Own-Device (BYOD) in a courteous, professional manner.

## **Primary Duties**

- Provides hardware and software support for faculty and staff for all College owned desktops, laptops, printers, and related peripherals on all GHC campuses and locations
- Provides hardware and software setup, maintenance and support of all College computer labs and clusters
- Responsible for hardware distribution of all GHC desktop and laptop computers
- Creates and distributes master software images to GHC computers
- Responsible for bundling and distributing software updates and patches to all GHC computers
- Installs, configures and maintains all new computers and peripherals for the College
- Coordinates and assists with surplus process for all decommissioned GHC computers and peripherals
- Maintains accurate inventory records for all GHC desktops and laptops
- Maintains appropriate documentation on policies, procedures, and forms relating to Client Support issues
- Assists with basic wiring installation and repair
- Responsible for facilitating the resolve of any user account issues
- Assist customer in connecting their personal devices (smart phones, tablets, laptops) to GHC Wi-Fi

## **Overview of Client Technology Services**

In 2002, the Computer Services Department and the ITP Laptop Helpdesk, two separate technology units of the College, were combined to form the Information Technology Services (ITS) Division. This merger resulted in the formation of Client Support Services (CSS) as a new unit of the ITS Division. In 2011, Audio Visual Services (AVS) joined CSS to form a new ITS unit called Client Technology and Media Services (CTSMS). CTSMS is responsible for all aspects of end-user computer hardware and software configuration, setup, maintenance and support at Georgia Highlands College. CTSMS maintains and supports over 1700 computers across seven different geographic locations. This fleet of computers includes 28 full computer labs, 4 Testing Centers, 100 classrooms, over 250 cluster computers, and over 450 employee computers, and serves over 6500 customers.

## **Responsibilities and Systems/Services Covered**

- Client Support (workstations & peripherals)
- Classroom & Lab Support (workstation & peripherals)
- Imaging & Deployment for all desktop/laptop computers (Deploy Studio)
- Classroom Control Management (Deep Freeze & INSIGHT)
- Endpoint Protection (LANDesk)
- Software Distribution & Patch Management (LANDesk)
- Print Management System (Pharos)
- Active Directory (Computer Management, Client Group Policy)
- Inventory Management (Techits & LANDesk)
- PGP Whole Disk Encryption (Client Side)
- Surplus Process and Procedure



# **Audio Visual Services**

A unit of Information Technology Services

Audio Visual Services (AVS), a unit of the Information Technology Services Division, serves as the primary system of support for faculty and staff regarding all audiovisual equipment. In addition to support, AV is responsible for installation and maintenance of all audiovisual equipment.

## **Primary Duties**

- Provides installation services for AV equipment in permanent and temporary locations.
- Provides maintenance and repair services for all campus AV equipment.
- Provides training for campus AV equipment.
- Provides “on-call” services for in-classroom troubleshooting with faculty and staff.
- Manages AVS portion of event functions held at the college for college usage as well as 3<sup>rd</sup> party community events and provides technical training for AV equipment needs/services.
- Manages and provides AV needs for graduations.

## **Overview of Audio Visual Services**

AVS designs, updates, maintains and installs 118 audiovisual systems and four Collaborate video carts in classrooms, conference rooms, and auditoriums to accommodate the specific needs of each location. In addition, AVS is responsible for receiving all equipment, documenting and inventorying, and installation of equipment in appropriate locations. AVS also maintains an on-hand inventory for miscellaneous remote events requiring audiovisual systems. AVS sets up and runs the equipment for many of these events, such as speaking engagements and graduation ceremonies as well as the 3<sup>rd</sup> party community facilities usage. AVS is charged with ongoing maintenance and repair for all equipment to ensure all systems are current and operating effectively. AVS provides faculty support for all classroom systems as problems arise in the instructional area. Training is also provided as needed so that all faculty and staff understand the latest operating procedures for all audiovisual equipment.

# **Information Security & Network Services**

A unit of Information Technology Services

Information Security & Network Services (ISNS), a unit of Information Technology Services, serves as the primary support for all network infrastructure, servers, web development, and information security services for all campuses. ISNS also supports the other divisions of Information Technology Services as needed.

## **Primary Duties**

- Provides administration for all network-related infrastructure and servers.
- Creates, maintains and audits all accounts for all technology-related systems.
- Maintains documentation of systems, policies, standards, guidelines, and procedures.
- Maintains system backups, including off-site backups, for critical systems.
- Maintains telecommunications systems including phones and video conferencing systems.
- Maintains servers that control the physical security door access and video surveillance systems.
- Maintains the college website and develops web-based applications to support the user community.
- Investigates security breaches and incidents.
- Directs and maintains the institution's Information Security Program.

## **Overview of Information Security & Network Services**

ISNS supports over 100 Windows, Linux and OS X servers on six campuses. The network consists of more than 1,500 connected nodes including computers, VoIP phones and other network-enabled devices. ISNS also develops and maintains the college website, consisting of a custom content management system and numerous web-based applications designed in-house to support various college divisions and back-end infrastructure management systems. We average more than 200,000 page visits per month, with over 2,000 pages of content within the CMS. ISNS also includes our Information Security team, responsible for directing and maintaining the college's Information Security Program. The Information Security Program ensures the appropriate physical, technical and administrative security controls are in place to protect the confidentiality, integrity and availability of the institution's information assets.

# **Enterprise Application Services**

A unit of Information Technology Services

Enterprise Application Services (EAS), a unit of the Information Technology Services Division, serves as the primary support for all GHC's Enterprise based applications and interfaces. EAS works in conjunction with the other divisions of Information Technology Services and GHC's non-IT related departments to create, integrate, and streamline processes and application systems into the GHC Information Technology Services infrastructure.

## **Primary Duties**

- Supports all GHC student based applications and 3<sup>rd</sup> Party database applications.
- Installs, configures and maintains all test and production databases.
- Installs, configures and maintains Oracle and WebLogic supporting software for student system database and web services.
- Provides low level system support for all Linux servers.
- Provides design, development and enhancement support for the creation of new and existing applications and programs.
- Provides technical support for the design and development of applications that integrate with Enterprise applications.
- Provides faculty and staff support to assist departments in the daily use of Enterprise applications and/or interfaces.
- Investigates, evaluates, acquires, and promotes emerging technologies to support the enhancement of Enterprise applications.
- Maintains appropriate documentation on policies, procedures, and forms relating to Enterprise Application Services.

## **Overview of Enterprise Application Services**

EAS supports all GHC databases, all enterprise level applications such as Ellucian's Banner Student Information System, DegreeWorks, Blackboard, ADP, PeopleSoft Financials and several local enhancements; all Oracle Databases and Web Service installations, configurations, and administrative services; all new enterprise application implementations; and overall support to faculty and staff of these systems. EAS investigates, evaluates, acquires, and promotes emerging technologies to support the enhancement of Enterprise applications.

EAS supports the mission of the college by providing technological services that support the computing needs of the institution's academic and administrative functions. Furthermore, the Division of EAS enhances the teaching and learning process for students, faculty and staff by researching, developing, implementing, and facilitating diverse and effective delivery systems through the use of new technologies.

## **Responsibilities and Systems/Services Covered**

- Accuplacer (Entrance Testing Application)
- Admissions and Financial Aid Status Check
- ADP (Employee Time Management System)
- ARGOS (Reporting Tool Software)
- Award Spring (Scholarship Management Software)
- Axiom High School Transcript and Admissions Application Downloads
- Blackboard Datacard
- Brainfuse (Tutorial Application)
- Brightspace by D2L (Instructor Course Delivery Management Application)
- Care Team Ticketing System
- Cashnet/Nelnet
- Clean Addresses (Address Standardization Application)
- Data Warehouse On-boarding Project
- DegreeWorks (Degree Evaluation Application)
- e-Core Test Capture/Ingress
- e-Learning Test Proctoring Registration System for Faculty & Students
- e-Script Safe (Transcripts)
- Ellucian Banner Student Information System
- Follett Bookstore
- Higher One (Refund Management Provider)
- IModules
- Linux system software used in supporting End-User Applications
- National Student Clearinghouse Interface
- Online Advising
- Orientation Registration
- PeopleAdmin (Performance, Progression & Recruiting)
- PeopleSoft Financials
- Raiser's Edge Alumni System
- SmartEvals Survey Tool (Extraction)
- Spectrum (Recruiter Application)
- Success Coach Initiative
- Touchnet
- TutorTrac (Tutorial Tracking Software)
- UC4 Job Scheduler
- Xtender (Document Imaging Application)
- Applicable documentation

# **Web Support Services**

A unit of Information Technology Services

Web Support Services (WSS), a division of Information Technology Services and a sub unit of Information Security & Network Services (ISNS), serves as the principle support for GHC's primary web presence and all subsidiary GHC web services and sub-domains. WSS works in conjunction the other divisions of Information Technology Services and GHC's non-IT related departments to create and integrate web related processes and application systems into the GHC Information Technology infrastructure.

## **Primary Duties**

- Develops and supports custom web systems and scripts
- Keep abreast of new technological trends that may enhance the web environment
- Provides support for the college website; adds, updates and removes content
- Assists faculty and staff with web development and with the posting of web content
- Maintains and supports web and database servers
- Develops web graphics
- Oversees all aspects of web systems, including design, release and maintenance
- Conducts web training sessions for faculty and staff
- Acquire and report analytics for all external facing websites
- Use Webmaster Tools to optimize search capability of external sites
- Work with users to identify goals and KPIs for websites

## **Overview of Information Security & Network Services**

WSS supports the GHC web presence, consisting of several web servers across the institution. WSS develops and maintains the college website, consisting of a WordPress content management system and numerous web-based applications designed in-house to support various college divisions and back-end infrastructure management systems.

## **Responsibilities and Systems/Services Covered**

- Linux based Apache/PHP/MySQL application servers
- WordPress Instances
- Amazon Web Services
- Custom web form application systems
- Batch jobs integrated with Banner and 3<sup>rd</sup> party systems
- Banner front-end development
- Web Security
- Google Analytics
- Google Tag Manager
- Google Webmaster Tools
- Microsoft Webmaster Tools

# **eLearning Support Services**

A unit of Information Technology Services

eLearning Support Services (ESS), a division of Information Technology Services (ITS), works in conjunction with the other divisions of Information Technology Services and GHC's Academic Divisions to create and integrate excellent online services and eLearning courses. ESS is committed to providing a framework of support for students, faculty, and divisions that leads to outstanding student achievement in all eLearning programs at GHC. The Director of eLearning oversees all aspects of online learning for the institution and is responsible for unifying the technical and academic components of eLearning programs, and initiatives of GHC.

## **Primary Duties**

- Develop and maintain technical, infrastructure, and user services for students who enroll in courses offered through online modalities.
- Work with academic and technical divisions on the strategic planning for all GHC eLearning programs and degree offering in support of the mission of the College.
- Work with Web Support Services (WSS) to provide support for the college eLearning website; share information about online courses, programs, and degree options to current and prospective students, faculty and staff of the College, and the communities served by GHC.
- Maintain and support GHC's online Learning Management System, D2L (Brightspace by D2L)
- Provide training and support for students to use D2L including integrated 3<sup>rd</sup> party applications and other tools needed to successfully complete eLearning courses.
- Provide training and support for instructors to use D2L and other digital tools, to facilitate effective online instruction, and to design and maintain online content using tools, techniques, and standards that support student success.
- Work with Academic Divisions, other divisions of Information Technology Services, and the Center for Excellence in Teaching and Learning to facilitate eLearning focused training in Quality Matters, or other GHC initiatives; provide guidance on best practices; develop and implement GHC policies and standard, and explore new models and practices.
- Work with the GHC Academic Collaborative for Excellence to ensure processes are in place to advise and make students aware of the expectations of eLearning course offerings before enrolling in those classes.
- Work in conjunction with WSS to assist faculty and staff with web development and with the posting of web content in D2L or the college eLearning website.
- Work with other GHC departments or divisions to manage GHC eCore offerings, including GHC eCore webpage, advising, and INGRESS administration.
- Manage and support users of Blackboard Collaborate, Turnitin, and Respondus Lockdown Browser with Monitor, and other products as necessary.
- Ensure compliance with ADA and other federal regulations related to accessibility of course materials for individuals with disabilities.
- Ensure compliance with national, state, and institutional policies, standards, and expectations related to the online teaching and learning technologies.
- Conduct annual student, faculty, and staff surveys so as to collect and analyze data to measure and improve the quality of services and support provided by ESS.

## **Overview of eLearning Support Services**

In January of 2017, as part of a restructuring of the Division of eLearning, ESS was created to provide constancy of eLearning services and assume the majority of the operational functions of that former division. This provided the opportunity for ITS to cultivate a new line of communication and cooperation between the technical and academic divisions of GHC. ESS supports the over 6000 GHC student, faculty, and staff users of its D2L QProd Instance housed by GeorgiaView by which every GHC course has a D2L course offering. As the principal point of contact for GHC's eLearning programs, ESS develops and maintains the college eLearning website, consisting of a custom designed in-house content to support various college divisions and student success. In addition, ESS researches and recommends new technologies, services, or approaches to eLearning courses or programs; directs efforts to identify new e-course services and learning materials; evaluates the appropriateness of technologies or materials; disseminates instructions to faculty; oversees quality assurance processes, and monitors regulator requirements at the federal and state levels. The goal of ESS is to support the mission of GHC, and ITS, while providing the highest level of service to the students, faculty, and staff.

## **Responsibilities and Systems/Services Covered**

- D2L Prod and two test instances
- Banner to D2L data extractions (in conjunction with EAS)
- INGRESS (in conjunction with EAS)
- Blackboard Collaborate
- Turnitin
- GOML data upload
- Respondus LockDown Browser
- Remote Proctor Now
- GHC college eLearning site (in conjunction with WSS)
- DocSoft
- Quality Matters (in conjunction with CETL)

**FINANCIAL  
AND  
PHYSICAL PLANT**



## Financial Data

### Source of Funds

Sources of Funds	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
<b>Internal Revenue</b>					
Student Tuition and Fees	\$12,892,855	\$12,889,214	\$13,165,983	\$14,537,823	\$15,031,713
Indirect Cost Recoveries	\$17,985	\$20,001	\$15,955	\$14,399	\$15,605
Sales and Services of:					
Educational Department					
Other Sources	\$336,028	\$445,337	\$452,850	\$314,521	\$408,633
Technology Fees	\$633,090	\$610,153	\$614,829	\$631,071	\$638,484
Capital Outlay	\$861,000	\$480,542	\$749,588	\$679,733	\$888,903
Transfer from Auxiliary Enterprises					
Sub-Total Internal Revenue	\$14,740,958	\$14,445,246	\$14,999,205	\$16,177,546	\$16,983,338
<b>State Appropriations</b>	\$13,435,434	\$14,486,960	\$14,754,501	\$15,319,285	\$15,898,549
<b>Stimulus Funds</b>					
Sub-Total Educational & General	\$28,176,392	\$28,932,206	\$29,753,706	\$31,496,831	\$32,881,887
<b>Continuing Education Fees</b>	\$111,426	\$159,746	\$98,656	\$163,280	\$196,640
<b>Sponsored Operations</b>	\$10,896,380	\$11,902,001	\$11,350,495	\$11,723,969	\$11,433,316
<b>Total Educational &amp; General</b>	\$39,184,198	\$40,993,953	\$41,202,857	\$43,384,080	\$44,511,843

SOURCE: Office of Vice President for Finance and Administration.

### Source of Funds by Program

Source of Funds		FY 2015-16	FY 2016-17
<b>Instruction</b>	Course Fee – Science	\$160,771	\$220,102
	Course Fee – PE	\$12,604	\$14,597
	Distance Learning Fee	\$203,359	\$245,618
	eLearning	\$81,400	\$196,342
	Dental Hygiene Course Fee	\$4,892	\$3,983
	Dental Hygiene – Cleanings	\$54,803	\$41,827
	Course Fee – Nursing	\$35,807	\$45,324
	<b>TOTAL INSTRUCTION</b>	<b>\$553,636</b>	<b>\$767,793</b>
	<b>General</b>	Application Fees	\$154,044
Tuition		\$11,401,295	\$11,773,942
Institutional Fee		\$2,391,098	\$2,434,272
Indirect		\$14,399	\$15,605
Miscellaneous Revenue		\$247,475	\$151,530
State Appropriation		\$15,319,285	\$15,898,549
<b>TOTAL GENERAL</b>		<b>\$29,527,596</b>	<b>\$30,419,300</b>
<b>Community Education</b>	Cont. Ed - Dept.	\$163,280	\$196,640
	<b>TOTAL COMMUNITY EDUCATION</b>	<b>\$163,280</b>	<b>\$196,640</b>
<b>Library</b>	Library	\$308	\$975
	<b>TOTAL LIBRARY</b>	<b>\$308</b>	<b>\$975</b>
<b>Student Services</b>	Workforce Investment Act	\$84,136	\$95,941
	Affordable Learning GA	\$32,472	\$82,236
	Etowah GYST Program	\$89,741	\$89,992
	GHC Fdnt Institutional Support	\$152,871	\$72,986
	STEM Grant	\$6,960	\$30,321
	Opal Apple Grant	\$5,000	-
	African American Male Initiative	\$24,599	\$35,225
	<b>TOTAL STUDENT SERVICES</b>	<b>\$395,779</b>	<b>\$406,701</b>
<b>Fiscal Operations</b>	Bursar's Office Higher One Replacement Fee	\$1,101	-
	<b>TOTAL FISCAL OPERATIONS</b>	<b>\$1,101</b>	<b>-</b>
<b>General Institutional</b>	Facilities Usage	\$12,242	\$77,338
	Facilities AV Usage	\$-	\$1,630
	<b>TOTAL GENERAL INSTITUTIONAL</b>	<b>\$12,242</b>	<b>\$78,968</b>
<b>Building Maintenance</b>	Building Maintenance	\$6,205	\$2,002
	<b>TOTAL BUILDING MAINTENANCE</b>	<b>\$6,205</b>	<b>\$2,002</b>
<b>Utilities</b>	Utilities	\$84,939	\$80,406
	<b>TOTAL UTILITIES</b>	<b>\$84,939</b>	<b>\$80,406</b>
<b>Plant Funds</b>	Exterior Renovation-Bagby	\$7,000	-
	Replace Sewer line near Pavilion	\$17,700	-
	Exterior Envelope Repair Phase	\$29,768	-
	Replace Roof Physical Plant	\$158,033	-
	Exterior Envelope Repair HH	\$118,963	-
	Replace Roof on Game Room SL	\$81,861	-
	Replace T12 Floyd Campus Lighting	\$22,168	-
	Renovate Hallways Building A	\$85,212	-
	Chiller Rebuild	\$45,665	-
	Renovate Interior Admissions Floyd	\$16,958	-
	Replace VCT Floor Gym Floyd	\$26,268	-
	Renovate Two Restrooms Floyd	\$30,346	-

Source of Funds		FY 2015-16	FY 2016-17
<b>Plant Funds (continued)</b>	Walraven Chiller Rebuild	\$30,493	-
	Cartersville Academic Ctr J206	-	\$288,117
	Emergency Lights in Bagby	-	\$55,104
	Floor Bagby Bldg, 3 & 4 Hallway	-	\$32,113
	Generator Installation-HH	-	\$120,018
	HH Ext Reno Phase II	-	\$23,504
	Phase II Bagby Ext Reno	-	\$51,974
	Renovate Floyd/Wal Office Hall	-	\$44,464
	Renovate FWing Restrooms	-	\$101,181
	Renovate Restroom Walraven	-	\$96,705
	Replace Electrical 2 <sup>nd</sup> HH	-	\$7,658
	Replace Stairs, restroom, Bagby	-	\$8,155
	Rewire & add Cville IDF Room	-	\$62,555
	<b>TOTAL PLANT FUNDS</b>	<b>\$670,436</b>	<b>\$891,548</b>
<b>Technology</b>	Technology	\$631,071	\$638,484
	<b>TOTAL TECHNOLOGY</b>	<b>\$631,071</b>	<b>\$638,484</b>
<b>Endowment</b>	GHC Endowment	\$658	\$770
<b>Financial Aid Scholarships</b>	Scholarships	\$11,327,531	\$11,025,845
	<b>TOTAL SCHOLARSHIPS</b>	<b>\$11,328,190</b>	<b>\$11,026,615</b>
<b>Capital Outlay</b>	Interest	\$9,297	\$2,408
	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$9,297</b>	<b>\$2,408</b>
<b>TOTAL EDUCATIONAL AND GENERAL</b>		<b>\$43,384,078</b>	<b>\$44,511,840</b>
<b>Intercollegiate Athletics</b>	Baseball	\$30,547	\$42,355
	Women's Softball	\$26,372	\$8,861
	Men's Basketball	\$6,992	\$1,594
	Concessions-Basketball	-	\$12,405
	Women's Basketball	\$(375)	-
	Athletics Administration	\$628,547	\$1,050,731
	<b>TOTAL INTERCOLLEGIATE ATHLETICS</b>	<b>\$692,083</b>	<b>\$1,115,946</b>
<b>Cafeteria</b>	Cafeteria	\$-	\$(350)
<b>Stores &amp; Shops</b>	Bookstore	\$253,406	\$302,622
<b>Campus Parking</b>	Parking	\$113,605	\$115,004
<b>Other Service Units</b>	Vending	\$10,035	\$10,456
	Print Shop	\$7,529	\$7,191
	Card Services	\$342,447	\$308,208
	<b>TOTAL AUXILIARY OPERATIONS</b>	<b>\$727,022</b>	<b>\$743,131</b>
<b>Student Activity Revenue</b>	Student Activity Fee	\$460,642	\$476,201
	Six Mile Post	\$4,958	\$3,964
	Student Support Services Fee	\$1,279,668	\$1,659,027
	Miscellaneous Revenue	\$883	-
	<b>TOTAL STUDENT ACTIVITY REVENUE</b>	<b>\$1,746,151</b>	<b>\$2,139,192</b>
<b>TOTAL OTHER SOURCES</b>		<b>\$3,165,255</b>	<b>\$3,998,269</b>
<b>GRAND TOTAL</b>		<b>\$46,549,333</b>	<b>\$48,510,109</b>

SOURCE: Office of Vice President for Finance and Administration.

## Distribution of Funds

Distribution of Funds		FY 2015-16	FY 2016-17	
<b>Instruction</b>	Course Fee – Nursing	\$36,080	\$48,891	
	Course Fee – PE	\$12,347	\$13,889	
	Course Fee – Science	\$171,291	\$212,493	
	Dental Hygiene – Cleanings	\$43,429	\$50,000	
	Dental Hygiene	\$476,882	\$513,115	
	Dental Hygiene Course Fee	\$2,683	\$4,305	
	Digital Media Services/GHTV	\$133,016	\$137,143	
	Distance Learning Fee	\$112,182	\$224,971	
	Humanities	\$2,934,533	\$3,017,958	
	Instr Resource Ctr	\$2,948	\$15,075	
	Math	\$2,025,801	\$1,946,143	
	Nursing	\$1,574,996	\$1,659,805	
	Physical Education	\$464,830	\$463,801	
	Nursing Grant	\$160,029	\$68,565	
	STEM Grant		\$45,670	
	Foundation Grant	\$8,400	\$8,400	
	Affordable Learning GA	\$28,608	\$175,177	
	Etowah GYST Program	\$89,741	\$89,595	
	Science	\$2,158,239	\$2,096,820	
	Social Sciences & Business	\$2,459,944	\$2,508,981	
	Tutorial	\$328,631	\$357,097	
		<b>TOTAL INSTRUCTION</b>	<b>\$13,224,607</b>	<b>\$13,657,894</b>
	<b>Community Education</b>	Cont. Ed - Dept.	\$162,835	\$195,259
		<b>TOTAL COMMUNITY EDUCATION</b>	<b>\$162,835</b>	<b>\$195,259</b>
<b>Library</b>	Library	\$1,147,823	\$1,202,321	
		<b>TOTAL LIBRARY</b>	<b>\$1,147,823</b>	<b>\$1,202,321</b>
<b>Ancillary Support</b>	AV Services	\$150,184	\$159,393	
	Academic Success	\$357,427	\$542,166	
	Assessment	\$99,494	\$110,960	
	Community Outreach Engagement	\$(9,576)	-	
	eLearning	\$446,291	\$300,812	
	First Year Experience	\$11,402	\$20,753	
		<b>TOTAL ANCILLARY SUPPORT</b>	<b>\$1,055,222</b>	<b>\$1,134,084</b>
<b>Academic Administration</b>	Diversity	\$8,652	\$10,526	
	Honors	\$125	\$9,775	
	PAAR	\$66,571	\$120,118	
	Study Abroad	\$16,497	\$19,775	
	VP Academic Affairs & Student	\$331,041	\$493,477	
		<b>TOTAL ACADEMIC ADMINISTRATION</b>	<b>\$422,886</b>	<b>\$653,671</b>
<b>Student Services</b>	Floyd Administration	\$487,577	\$418,919	
	Campus Admin-Cartersville	\$288,759	\$274,362	
	Campus Admin-Marietta	\$227,391	\$249,447	
	Douglas Instructional Site	\$111,992	\$110,375	
	Paulding Instructional Site	\$183,273	\$216,817	
	Property Leases	\$914,306	\$922,657	
	African American Male Initiative	\$60,084	-	
	Student Support Services	\$341,189	\$433,253	
	Financial Aid	\$433,117	\$492,910	
	Application Fees	\$110,152	\$110,699	
	Nursing Application Fee	-	\$8,400	

Distribution of Funds		FY 2015-16	FY 2016-17
	Dental Hygiene Application Fee	-	\$500
	WIA Scholarships	\$158,760	\$283,072
	Workforce Investment Act	\$84,136	\$125,296
	GHC Transcripts	\$5,878	\$6,054
	Admissions		\$476,269
	Registrar	\$436,874	\$292,656
	<b>TOTAL STUDENT SERVICES</b>	<b>\$3,843,488</b>	<b>\$4,421,686</b>
<b>Executive Management</b>	Advancement	\$285,751	\$364,688
	Human Resources	\$409,583	\$436,284
	Internal Audit	\$91,861	\$119,160
	President	\$434,067	\$497,329
	<b>TOTAL EXECUTIVE MANAGEMENT</b>	<b>\$1,221,262</b>	<b>\$1,417,461</b>
<b>Fiscal Operations</b>	Accounting Office	\$157,653	\$182,011
	Budget Office	\$47,282	\$38,770
	Bursar Office	\$209,204	\$291,169
	Compliance & Reporting	\$4,069	\$114,233
	Director of Accounting Office	\$247,695	\$183,641
	VP Finance & Administration	\$227,439	\$245,828
	Procurement	\$72,850	\$76,032
	<b>TOTAL FISCAL OPERATIONS</b>	<b>\$966,193</b>	<b>\$1,131,684</b>
<b>Administrative Computing Support</b>	Information Technology	\$1,405,930	\$1,571,389
	IT/Tech Fee	\$550,319	\$818,267
	<b>TOTAL ADMINISTRATIVE COMPUTING SUPPORT</b>	<b>\$1,956,249</b>	<b>\$2,389,656</b>
<b>Public Relations</b>	College Relations Office	\$197,836	\$203,137
	Mail Room	\$7,344	\$8,833
	Marketing/Recruitment	\$147,651	\$221,756
	<b>TOTAL PUBLIC RELATIONS</b>	<b>\$352,831</b>	<b>\$433,726</b>
<b>General Institutional</b>	College Contingency	\$1,917,155	\$966,873
	Facilities Usage	\$14,959	\$79,413
	Facility Usage-AV	-	\$1,800
	Gen Institutional	\$71,099	\$65,021
	Gen Institutional - IT	\$452,843	\$473,826
	Gen Institutional - Telecom	\$172,781	\$216,741
	Staff Benefits	\$842,778	\$888,177
	Indirect Support	\$14,664	\$1,127
	Inauguration	\$48,890	-
	<b>TOTAL GENERAL INSTITUTIONAL</b>	<b>\$3,535,169</b>	<b>\$2,692,978</b>
<b>Physical Plant Administration</b>	Plant Administration	\$173,549	\$182,891
	<b>TOTAL PHYSICAL PLANT ADMINISTRATION</b>	<b>\$173,549</b>	<b>\$182,891</b>
<b>Building Maintenance</b>	Bldg Maintenance	\$876,084	\$915,779
	Chiller Rebuild	\$45,665	-
	Renovate Hallways Building A	\$85,212	(\$2,539)
	Renovate Interior Admissions F	\$16,958	(\$131)
	Renovate Two Restrooms Floyd C	\$30,346	(\$4,051)
	Replace Roof Game Room SL	\$81,861	-
	Replace Roof Physical Plant Fl	\$158,033	-
	Replace Sewer Line Near Pavili	\$17,700	-
	Replace T12 Floyd Campus Light	\$22,168	\$3,632
	Replace VCT Floor Gym Floyd	\$26,268	\$168
	Exterior Renovation-Bagby	\$7,000	-

Distribution of Funds		FY 2015-16	FY 2016-17
	Exterior Envelope Repair Phase	\$29,768	\$2,921
	Exterior Envelope Repair HH	\$118,963	-
	Walraven Chiller Rebuild	\$30,493	-
	Emergency Lights in Bagby		\$55,105
	Floor BGDY Bldg, 3&4 Hallway		\$33,000
	HH Ext Reno Phase II		\$23,510
	Phase II Bagby Ext Reno		\$51,975
	Generator Installation-HH		\$120,049
	Cartersville Academic Center		\$288,117
	Renovate Floyd/Wal Office, Hall		\$45,000
	Renovate FWing Restrooms		\$102,215
	Renovate Restroom Walraven		\$96,706
	Replace Electrical 2 <sup>nd</sup> HH		\$10,250
	Replace Stairs, Restroom, Bagby		\$15,950
	Rewire & Add Cville IDF Room		\$62,590
	<b>TOTAL BUILDING MAINTENANCE</b>	<b>\$1,546,519</b>	<b>\$1,820,246</b>
<b>Custodial Services</b>	Custodial Services	\$619,196	\$562,541
	<b>TOTAL CUSTODIAL SERVICES</b>	<b>\$619,196</b>	<b>\$562,541</b>
<b>Utilities</b>	Utilities	\$1,108,840	\$1,193,247
	<b>TOTAL UTILITIES</b>	<b>\$1,108,840</b>	<b>\$1,193,247</b>
<b>Landscape and Grounds Maintenance</b>	Grounds	\$274,232	\$311,747
	<b>TOTAL LANDSCAPE AND GROUNDS MAINTENANCE</b>	<b>\$274,232</b>	<b>\$311,747</b>
<b>Safety and Security</b>	Campus Safety	\$477,283	\$581,389
	<b>TOTAL SAFETY AND SECURITY</b>	<b>\$477,283</b>	<b>\$581,389</b>
<b>Scholarships</b>	Unassigned Balance	\$11,060,281	\$11,834,868
	Foundation Scholarships	\$108,491	\$125,870
	<b>TOTAL SCHOLARSHIPS</b>	<b>\$11,168,772</b>	<b>\$11,960,738</b>
<b>TOTAL EDUCATIONAL AND GENERAL</b>		<b>\$43,256,958</b>	
<b>Student Activities Program</b>	Intramurals	\$30,404	\$37,131
	Entertainment	\$14,532	\$106,061
	Student Government	\$981	\$1,415
	Old Red Kimono	\$8,141	\$9,250
	Six Mile Post	\$32,030	\$33,265
	Six Mile Post-Ad Sales	\$354	\$5,692
	AAUW	-	\$500
	Active Minds	-	\$1,000
	Alabama Shakespeare Festival	\$2,378	\$2,500
	Apple Grant	\$5,000	-
	Association Fees & Licensing	\$3,053	\$3,755
	Brother 2 Brother	\$7,000	\$6,500
	Capture Highlands	-	\$500
	Dance Line	-	\$1,000
	Divisional Proposals	\$465	\$1,800
	Gaming Club	\$1,189	\$2,000
	GLBTS Student Organization	\$2,485	\$1,500
	Graduation	\$17,419	\$20,000
	Green Highlands	\$2,145	\$3,000

Distribution of Funds		FY 2015-16	FY 2016-17
	Highlands Assoc. Nursing	\$2,728	\$3,000
	Honors Assembly	\$3,600	\$5,270
	LA-Mano	\$972	-
	Leadership	\$3,220	\$11,687
	NOW	\$7,864	\$13,000
	Orientation	\$15,776	\$46,961
	Phi Theta Kappa	\$6,664	\$5,410
	Political Science Club	\$456	\$1,000
	Psychology Club	\$279	\$570
	SIFE Club	-	\$263
	Spanish Club	\$1,397	\$1,000
	Student Center - PPV	\$191,768	\$295,990
	Student Life - Contingency	\$27,980	\$30,886
	Student Life - Douglasville	\$61,639	\$60,385
	Student Life - Marietta	\$58,028	\$50,328
	Student Life - Paulding	\$11,060	\$5,500
	Student Life - Rome	\$102,400	\$97,696
	Student Life-Cartersville	\$33,974	\$50,959
	Student Support Services Fee	\$1,601,187	\$1,409,705
	Student Veterans of America	\$1,226	\$1,000
	Students Without Borders	\$1,755	\$2,500
	That Anime Club	\$1,263	-
	Women 2 Women-Douglasville	-	\$913
	Women 2 Women – Marietta	\$359	\$800
	<b>TOTAL STUDENT ACTIVITIES PROGRAM</b>	<b>\$2,263,170</b>	<b>\$2,331,692</b>
<b>Campus Parking</b>	Campus Parking	\$74,725	\$110,343
	<b>TOTAL CAMPUS PARKING</b>	<b>\$74,725</b>	<b>\$110,343</b>
<b>Cafeteria</b>	Cafeteria	\$(298,645)	\$40,246
	<b>TOTAL CAFETERIA</b>	<b>\$(298,645)</b>	<b>\$40,246</b>
<b>Stores and Shops</b>	Bookstore	\$584,238	\$118,681
	<b>TOTAL STORES AND SHOPS</b>	<b>\$584,238</b>	<b>\$118,681</b>
<b>Other Service Units</b>	Data Card Center	\$243,708	\$377,641
	Director of Auxiliary Services	\$11,507	\$52,312
	Print Shop	\$49,870	\$58,610
	Vending	\$938	\$1,500
	<b>TOTAL OTHER SERVICE UNITS</b>	<b>\$306,023</b>	<b>\$490,063</b>
<b>Intercollegiate Athletics</b>	Athletics Administration	\$109,036	\$136,578
	Baseball	\$188,764	\$245,712
	Men's Basketball	\$118,931	\$244,455
	Softball	\$177,540	\$221,377
	Women's Basketball	\$174,913	\$276,781
	Concessions		\$10,404
	<b>TOTAL INTERCOLLEGIATE ATHLETICS</b>	<b>\$769,184</b>	<b>\$1,135,307</b>
<b>TOTAL OTHER SOURCES</b>		<b>\$3,698,695</b>	<b>\$4,226,332</b>
<b>GRAND TOTAL</b>		<b>\$46,955,652</b>	<b>\$50,169,551</b>

SOURCE: Office of Vice President for Finance and Administration.

## **Physical Plant Data**

The mission of the Physical Plant is to arrange functional resources in a way that permits the college organization to effectively and efficiently deliver services in support of the overall mission of the institution. Physical Plant has a mission and function that relates to virtually all other departments of the institution to insure a safe, clean and pleasing environment for students and employees.

In support of the mission for Georgia Highlands College, the Physical Plant Department may be linked to the following sections:

- Provide physical and technical support to the expansion of the institution's geographical area
- Provide physical and environmental support for the well-being of students, faculty and the community
- A supportive campus climate, with necessary services to meet the needs of students, faculty and staff
- A commitment to teaching/learning environment, both inside and outside the classroom, that sustains instructional excellence, functions to provide University System access to a diverse student body and promote high levels of student learning.

In support of Georgia Highlands College goals, the Physical Plant department may be linked to the following sections:

- Renovate selected facilities and demonstrate progress on future construction projects
- Administer support services.

## **Unit Operations**

The Physical Plant operation provides the services that are necessary for the day-to-day operation of the college's business. Through the function of facilities management, custodial, grounds, carpentry and mechanical personnel, Plant Operations can assure faculty, staff and students, a conducive environment for teaching and learning. Plant Operations supports the mission and goals of the college by fulfilling this vital component of the college's business in an efficient and timely manner.



## Campus Facilities

### Floyd Campus

Building code	Building letter	Building name	Date built or acquisitioned	Gross sq. feet
1	A	Administration Building	1970	18,646
2	W	Walraven Building	1970	57,523
3	L	Library	1975	28,509
4	D	Old P.E.	1970	12,200
5	E	Maintenance	1970	7,713
6	F	Pullen Annex	1974	34,457
7	G	Physical Plant Warehouse and Garage	1974	6,215
8	D	Gym and PE classrooms	1980	29,511
33	I	Lakeview Building and Auditorium	1999	27,166
11	AA	Administrative Annex	1991	13,418
12	S	Solarium	1994	1,920
17	Q	Greenhouse	1973	576
34	N/A	RESA Building		12,578
27	Z	Astronomy Classroom	1997	1,733
28	Z	Telescope Lab	1997	448
		<b>Total</b>		<b>252,613</b>

### Heritage Hall Site

Building code	Building letter	Building name	Date built or acquisitioned	Gross sq. feet
14	H	Heritage Hall Main Building	1994	53,140
16	P	Heritage Hall Annex	1994	8,490
		<b>Total</b>		<b>61,630</b>

### Cartersville Campus

Building code	Building letter	Building name	Date built or acquisitioned	Gross sq. feet
20	N/A	Cartersville Academic Building	2005	130,787
22	N/A	Cartersville Student Center	2012	56,646
		<b>Total</b>		<b>187,433</b>

**Paulding Site**

<b>Building code</b>	<b>Building letter</b>	<b>Building name</b>	<b>Date built or acquisitioned</b>	<b>Gross sq. feet</b>
35	N/A	Bagby Building	2009	30,800
36	N/A	Winn Building	2009	10,498
		<b>Total</b>		<b>41,298</b>

**Douglasville Site**

<b>Building code</b>	<b>Building letter</b>	<b>Building name</b>	<b>Date built or acquisitioned</b>	<b>Gross sq. feet</b>
38	N/A	Douglasville Site	2010	35,330
		<b>Total</b>		<b>35,330</b>

**Total Square Footage for All Campuses:**

**578,304**

## Campus Safety Data

The Office of Campus Safety is located in the Administrative building on the Floyd campus. Additional offices are also located at Cartersville, Douglasville, Paulding, and Heritage Hall for your convenience. The Campus Safety Department has Georgia POST (Peace Officer Standards Training) Certified Officers employed by the college and State Contract Security Company provides unarmed security officers to supplement our GHC's police officers. Officers are on duty during normal operating hours at each campus location. These officers provide physical security, fire protection and prevention, emergency first aid, safety programs, parking and traffic services, and fire inspections, as well as investigate violations of the Code of Student Conduct and criminal offenses on GHC property.

### Total Criminal Offenses on Campus by Calendar Year

Offense	2012	2013	2014	2015	2016
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offenses	0	0	0	0	0
Robbery	0	0	0	1	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	1	0
Arson	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0

*Source: GHC Campus Safety Office*

If you have a campus emergency, please call (706) 252-4813.