



Academy for
LIFELONG LEARNING
FELLOWSHIP • KNOWLEDGE • ADVENTURE

www.aikenlearning.org

The
Spiral

December, 2017

President's Message

We have had a great deal of positive feedback from our instructors regarding your interest and enthusiasm for their classes. Please continue to give us comments or new ideas you have regarding instructors or class content. Contact anyone on the Curriculum Committee or Board, or send your comments to Abby info@aikenlearning.org.

Our Spring 2018 catalog is nearly complete. Our tentative plan is to make the electronic catalog available on our website www.aikenlearning.org and to distribute hard copies of the catalog the first week of December, 2017. Registration will begin December 18 at 9 a.m. This semester we are initiating online electronic registration and we encourage you to use this method. Electronic registration assistance will be available in B&E room 130, or you may register by hard copy if needed. Watch our website for registration updates as they become available.

Please continue to check your emails and the updated calendars and notifications frequently. Our Academy for Lifelong Learning website (www.aikenlearning.org) is updated each time a date or time for a class has to be changed and is your most current resource. We also will make advance notifications of changes as we receive them during the start of each "regular" class.

A reminder that our Holiday Wine and Cheese Drop-in Reception for Lifelong Learning members that returned their RSVPs is December 7 from 4 – 6 p.m. in B&E 116. It's a great opportunity to relax and visit with other members and partake of light hors d'oeuvres and adult beverages. I hope to see you there.

Have a safe and happy holiday season with your family and friends.

Jan Van Slyke, Academy President

Spring 2018 Catalog



The Curriculum Committee has once again assembled an enticing group of offerings to pique the interest of just about everyone. As this is being written, the catalogs are at the printers with release targeted for the first full week of December

Once the catalog is released, you'll be able to download a copy from our website catalog page at: <http://aikenlearning.org/Catalog.php>.

Registration opens December 18 at 9:00 AM. That gives you lots of time to pore over the catalog and decide on your choices before registration begins.

ONLINE REGISTRATION IS HERE !!



Something your Board has been advocating for a long time is finally coming to fruition – **secure online registration.**

When Spring term registration begins, you will be able to go online to pay your semester's fees and register for your choice of courses and events from the comfort of your own home.

Registration for the Spring 2018 term begins December 18 at 9:00 AM. No early registrations will be accepted.

The secure web address for online registration is <https://campscui.active.com/orgs/UniversityofSouthCarolinaAiken1#/selectSessions/2263702>, (or just **CLICK HERE**).

An instructional "how to" guide to the online registration system is available for download from the Academy website's [Documents page](#).

If you're not yet ready to take the online registration plunge you can still register the old way via mailing or hand-delivering the registration form from the published catalog once registration opens. Note that these submissions must be hand-entered by USCA one at a time, whereas online registrations go into the system instantly.

Open Enrollment Days for Spring Semester

USCA Continuing Education staff members will be available to assist you with online registration or to receive your paper registration forms for manual entry:

Monday December 18 and Tuesday December 19
9:00 am to 2:00 pm

Business and Education Computer Lab, Room 130

Outside of these periods, you may still register online, mail the registration form from the catalog to the address on the form, or bring your registration form to the USCA Business and Education Building, Room 113.

Reminder: This May Be Your Last Copy of *The Spiral*



Beginning with next month's January issue, emailed distribution of *The Spiral* will be taken over by the Continuing Education Department, using the same class management software that also brings us online registration. All Academy registrants

for the Fall 2017 and Spring 2018 semesters will be pre-loaded into the email list and will continue to be sent emailings from the Academy.

If you have NOT registered as an Academy member for the Fall 2017 and/or Spring 2018 term, you will receive no further Academy emailings unless you request to be added to the new system. If you have not done so already, contact Administrative Assistant Abby Grizzle (803.641.3563 / info@aikenlearning.org) and ask to have your **name** and **email address** added to the new email list.

December Schedule

Fall semester courses have all wrapped up, and the only thing scheduled in December is the annual **Holiday Drop-In Reception** on December 7 from 4:00 to 6:00 pm in Business and Education room 116. (You DID get your RSVP in by the November 22 deadline, didn't you?)

Parking Decals Now Available From Continuing Education Office

USCA campus police requires all students, **including Academy members**, to have a current campus parking permit decal mounted in their vehicle

windshields when parking in the campus parking lots. Violators are subject to fines or having their vehicle towed.

If you still need a parking decal, you may now get one from the Continuing Education office – you no longer need to go to the campus Police station. To get your parking decal:

1. Obtain the USCA Parking Decal Form from one of the following:

- The **DOCUMENTS** page on our website.
- The Spring 2018 Catalog
- The Continuing Education office, Business and Education Building, Room 113.

2. Fill out the Parking Decal Form and either:

Bring your completed form with your vehicle registration and drivers license to *Open Enrollment Days* in Business and Education Computer Lab, Room 130, Monday December 18 and Tuesday December 18, 9:00 am to 2:00 pm

OR

Call the USCA Continuing Education office (803.641.3563) for an appointment, then at your appointed time take your completed form with your vehicle registration and drivers license to Business and Education Building, Room 113.

NOTE: If you already have your decal, you do not need to get a new one until you reach the expiration date shown on the decal.

October 25, 2017 Board Meeting

[Approved at November 15 Board]

The meeting was called to order at 1:03 pm by President Jan Van Slyke.

Present: President Jan Van Slyke, Past President Doug Cook, Secretary Doug Wilson, Treasurer Abby Grizzle, Curriculum Chair Harriet Haynes, Curriculum Chair-elect Kathy Rachick, Publicity Chair Rachel Pirkle

MINUTES

Minutes of the prior Board meeting, held September 13, 2017, were approved without change.

TREASURERS REPORT – Abby Grizzle

The balance in our USCA account is sufficient to cover all anticipated expenses. The Aiken Partnership Endowment accounts were briefly discussed as they related to funding our scholarships.

CURRICULUM COMMITTEE REPORT – Harriet Haynes

For next semester, the Committee has 27 courses with complete information, plus 3 trips and the Kauffman Luncheon. Any further information must be received by Harriet by October 30. Harriet, Kathy, and Doug C will meet with Abby and/or Karen immediately following the Curriculum Committee meeting on Nov 7 to schedule class rooms, meeting times and dates for the classes so that this information can be put into the catalog and Active Network. The target date for sending the catalog to the printer is November 15, with a projected release date of December 4. If we meet these dates, registration will begin December 11.

PUBLICITY COMMITTEE REPORT – Rachel Pirkle

Rachel's submission to the October *Mature Times* supplement to the *Aiken Standard* emphasized the courses being taught by popular returning instructors.

OLD BUSINESS

Academy Page on USCA Website

Joel has added a link at the top of the Academy for Lifelong Learning page on the USCA website saying "Stay up to date on everything going on with the Academy for Lifelong Learning. Visit their website here!".

Class Cancellation Policy

Our policy as clarified last month is that all class sessions, on-campus or off, will be canceled on days when USCA cancels classes due to weather or other emergency. Discussion carried over from last month regarding cancellation of off-campus trips and events when USCA cancels classes, recognizing that on-campus situations may not apply off-campus. No definitive decision was reached and Doug W will bring proposed wording to a future board for discussion and approval.

NEW BUSINESS

Kauffman Award

Doug C requested the Board members to think about candidates for Spring 2018 and submit their names to him.

Active Network Implementation / Online Registration

Continuing Education has used the new Active Network class management system for its own external offerings this semester and is satisfied everything is up and running satisfactorily. Online registration has gone well.

The Academy will begin using Active Network for the upcoming Spring semester, including using it to register online. We will still publish a full catalog for now and accept paper registration forms from the catalog for those unable or unwilling to register online.

Joel is to set up a dummy registration page for Board members to use to become familiar with the process and so better understand what we need to communicate to the

membership about the new registration system.

Our intent is to preload only our current Fall 2017 registrants into the new system for purposes of email management, and of course Spring registrants will be there automatically as well. Any non-registrants who wish to continue to receive communications from the Academy will need to proactively request that they be added into the new system. Doug W will communicate this information via the website and the November and December issues of *The Spiral*.

Parking Decals

Campus police have begun issuing parking tickets with an associated \$70 fine for student cars (including Academy members' cars) parked on campus without USCA parking pass decals in place on their windshields. Academy members can have these tickets voided by visiting the campus police office. The intent is to have an up-to-date database of registrants and license plate numbers to facilitate locating the owner in case of emergency. Abby emailed a form to the membership which can be filled out and taken to the campus police office to obtain the decal. The form has also been placed on the Documents page of the website and will be inserted in the upcoming Spring course catalog.

Holiday Reception

Abby provided a menu of food items available to order for this event.

ADJOURNMENT

The meeting was adjourned at 2:34 pm. Next meeting is scheduled for November 14 at 9 am



Visit the ACADEMY LOGO SHOP
Apparel and other items with the
Academy for Lifelong Learning Logo
www.cafepress.com/A4LLL




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Academy Officers: President: Jan Van Slyke; Past President: Doug Cook; President Elect: (vacant); Secretary: Doug Wilson; Treasurer: Abby Grizzle.

Committee Chairpersons: Curriculum Chair; Harriet Haynes; Curriculum Chair-Elect: Kathy Rachick; Publicity Chair: Rachel Pirkle

Ex-officio Members: Dr. Tim Lintner, Faculty Liaison; Dr. Jeff Priest, Vice Chancellor for Academic Affairs; Karen Edgington, Director Office of External Programs

Academy on the Web: <http://www.aikenlearning.org>

ACADEMY CALENDAR – DECEMBER 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5 <i>Curriculum Comm.</i> 9a [P-110] (Canceled)	6	7  <i>Holiday Reception</i> 4-6p [B 116]	8 USCA CLASSES END	9
10	11 USCA FINALS WEEK BEGINS	12  HANUKKAH BEGINS	13 <i>Board Meeting</i> 9a [B 102] (Tentative)	14	15	16
17	18 Spring 2018 Registration Begins Open Enrollment 9am-2pm [Online & B 130]	19 Open Enrollment 9am-2pm [Online & B 130]	20	21	22	23
24	25  CHRISTMAS DAY	26	27	28	29	30
31						
31[Location Codes] B = Bus & Educ Bldg @ USCA H = Hum & Soc Sci Bldg @ USCA RP = Ruth Patrick Sci Ctr @ USCA N = Nursing Bldg @ USCA P = Penland Bldg @ USCA CC = Cedar Creek Community Building						