

Faculty Excellence Award Application Form



Name: Janet M. Hoffmann

Rank: Professor

Department: English and Rhetoric/Communication

Award applying for:

(Check one)

	Excellence in Teaching Award*
	Excellence in Online Teaching Award*
	Excellence in Scholarship & Creative Endeavors Award*
X	Excellence in University Service*
	Excellence in Scholarship of Teaching & Learning Award*
	Department/Program Excellence Award^
	Irene Rose Community Service Award^
	Laurie Hendrickson McMillian Faculty Award^

*college selection required before being forwarded to university

^university awards

College nominations are due by November 17, 2017 to the college Dean.

College selectees notified by the college by December 3, 2017.

College nominees' final applications received by Center for Teaching and Learning (ctl@gcsu.edu) by March 2, 2018.

Please insert the required documentation in the pages below for the award category you have noted above. Detailed information associated with each award is available online at the Academic Affairs Intranet Forms Page >Forms>Faculty Awards Criteria and Documentation.

<https://intranet.gcsu.edu/system/files/users/matthew.buchanan%40gcsu.edu/FacultyAwardsCriteriaandDocFINAL201718.docx>

It is requested that all application materials be inserted into one document, saved, and submitted electronically for consideration.

Dear Service Award Committee:

As I reflect on the service of faculty at Georgia College, I realize that many of the events I go to and many of the initiatives that have made Georgia College what it is have one leader in common, Dr. Janet Hoffmann. Dr. Hoffmann's service to the university, the profession, and the community is impressive. Of particular note is her work in shared governance, her work in the professional community, and her work as a leader to both students and faculty. When Dr. Hoffmann is in charge the general reaction of faculty and students is that the job will be done, it will be done fairly, and the experience will be enjoyable. I am nominating Dr. Janet Hoffmann for the 2017-2018 Excellence in Service Award at Georgia College.

Shared governance at Georgia College has benefitted greatly from Dr. Hoffmann's service. Dr. Hoffmann has not only served on committees and organizations, her work has brought about significant changes and progress for the university. She faces each challenge with a passion and enthusiasm, encouraging those around her to participate and producing real results. She has served in the University Senate for ten years, where she served as chair of a number of committees before serving as Presiding Officer in 2010 and 2011. Most recently, she took on the challenging task of chair of RIPC and the President's Parking Task Force. Dr. Hoffmann's passion and determination for improvement in parking resulted in significant changes in parking policies. Dr. Hoffmann's service on the Presidential Search Committee resulted in the hiring of President Dorman. Her work on the GC Strategic Plan "Our Path to Preeminence" provides guidance for the future of Georgia College. Her vision as a leader in the university's QEP from its inception to its success was significant.

The professional community has also benefitted from Dr. Hoffmann's service. The Georgia Communication Association owes much of its recent success to Dr. Hoffmann. They recently recognized Dr. Hoffman for her "Outstanding Work" in hosting the Annual Conference for the organization at Georgia College. She is currently serving as vice president of the organization and planning the upcoming 88th GCA conference at Columbus State University.

Her work on campus and in the community as a leader in forums on voting, democracy, and improvement of public education have helped unite the community and the college and educate the community on voting and democracy. Dr. Hoffmann served as a leader in a number of public forums such as the Community-University partnership workshop to develop an action plan for partnerships with the college and the community. She organized Georgia College Debatewatch for the presidential election each year from 2004-2012 where a number of students and community members gathered to watch the debates.

Dr. Hoffmann's service in leadership for faculty and students has brought about many positive changes for the university. Dr. Hoffman is always present at graduation, serving as a leader for both faculty and students. Her enthusiasm for the event and its tradition serve as an

example to others. In addition to serving on a task force on how best to structure graduation ceremonies, Dr. Hoffmann instituted and administered a faculty regalia lending closet for faculty members who needed regalia for graduation ceremonies. She has also served as a reader and a marshall for a number of graduation ceremonies.

The 2014 State Charitable Contributions Program has also benefitted greatly from Dr. Hoffmann's service in leadership. Once again, Dr. Hoffmann's excellence in service resulted in recognition for the university and impressive results. Under Dr. Hoffmann's guidance Georgia College placed second in the state in the number of pledges and in the amount of donations.

Dr. Hoffmann served as the inaugural faculty advisor for the Georgia College chapter of Lambda Pi Eta, the national Communication Honor Society. She served as co-advisor for this organization for several years overseeing the group's activities and encouraging membership in the organization before turning the organization over to others in the department. She and a student in Lambda Pi Eta implemented the annual Mark Vail-Be the Match Bone Marrow registry in 2013.

Dr. Hoffman is seen as a leader in service by both faculty and students. She has led training workshops at the university in everything from student ambassadors to faculty TED style talks at the GC Capital Campaign fundraising gala. Many faculty have benefitted from her work in CETL where among other things she led training for faculty to conduct midterm feedback for their colleagues. Others have developed from her role as mentor.

I cannot begin to include all of the ways that Dr. Hoffmann has impacted the university through her service on and off campus. She is one of the most influential servants on our campus, leading others to make Georgia College the institute of higher education recognized as a place of excellence. Her passion, wisdom, and determination are part of what makes others excited to participate in service with Dr. Hoffmann. It is with great pleasure that I recommend Dr. Hoffmann for the 2017-2018 Excellence in Service Award at Georgia College.

Sincerely,

M.J. Land

Chair, Department of Mass Communication



GEORGIA'S PUBLIC LIBERAL ARTS UNIVERSITY

Department of English

Campus Box 44
Milledgeville, Georgia 31061-0490
Phone 478-445-4581
Fax 478-445-5961

February 21, 2018

Dear Selection Committee:

I am writing to support the nomination of Jan Hoffman for the University Service Award. Jan has a sustained record of service at various levels, including university, program, and professional.

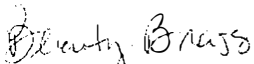
At the University level, what stands out is the sustained service through the mechanism of University senate. Jan has most recently been Chair of the RPIPC; prior to that she served as an at large senator, Presiding Officer, and departmental senator. All told her senate service encompasses about 10 years.

Her vision of engaged citizenship is reflected in the work that she has done with the American Democracy Project, organizing as many as 140 Times Talk Sessions involving roughly 2800 people over the last five years. Paired with her participation in Knight Foundation funded programs to facilitate public exchange in the local community, and her work on voter information projects, Jan's service makes great contributions to a culture of engaged citizenship.

Finally, her interest in service is not limited to either the campus or the county, it is also reflected in the leadership roles she has taken on as Vice President of The Georgia Communication Association. Her contributions as a conference program planner have been particularly noted.

For these reasons, I think Jan's work is worthy of recognition as it is ongoing and closely aligned with the goals of engaged scholarship and public service. Please feel free to contact me if I can supply any more details.

Sincerely,


Beauty Bragg

Interim Chair, Department of English



Finance and Administration

Campus Box 21
Milledgeville, Georgia 31061-0490
Phone 478-445-5148
Fax 478-445-5890

February 21, 2018

Dear Service Award Committee:

It is with great pleasure that I write this letter in support of Jan Hoffman's nomination for Georgia College's 2017-2018 Excellence in University Service Award.

Jan and I have worked in many different capacities over the past nine years and she is always a steadfast ambassador for not only Georgia College's initiatives, but most importantly, she is sincerely passionate about the success of Georgia College's students. I have personally witnessed Jan interacting with students on many occasions outside the classroom and I am especially awed at how approachable and positive she is for prospective, current, and former students. No matter how many directions she may be pulled in, if a student needs guidance, she puts their needs first. Jan mentors with unwavering optimism and genuine concern. This is one of the many admirable service traits that have garnered her respect throughout campus.

We have served on numerous campus committees throughout the years, including multiple years on the University Senate's Resources Planning and Institutional Policy Committee, the Strategic Planning Steering Committee, and the former Presidential Search Committee. I have witnessed Jan's dedicated professionalism in her role as the former presiding officer of the University Senate; leading Senate with a focus on ensuring institutional problems and proposals were fully vetted through collaboration and properly employed resolutions. Jan has, and continues to consistently demonstrate dependability, integrity, and thoughtfulness to institutional transparency, and fairness to all. Her committee work and co-curricular participation is vast and continuous year-after-year. Through University Senate, Jan is one of Georgia College's strongest and staunch representatives, in not only bringing student concerns to the forefront of institutional discussions, but the concerns and desires of the faculty at large. Most recently, Jan played an integral role in a university parking task force, with a focus on deriving a comprehensive parking plan that would curtail some of the major parking issues. The newly activated parking plan has helped to alleviate many parking concerns across campus. Jan is vested and vocal in the operational concerns affecting faculty, and routinely seeks ways to improve the campus for the greater good.

Additionally, Jan coordinates and manages regional and national workshops for the progression of her profession. She is recognized as one of the strongest advocates and participants in the advancement of diversity on Georgia College's campus. Jan is a kind, humble, loyal, knowledgeable, positive, conscientious human being, and a gifted teacher. Her dedication to her profession, the students, and service-before-self leadership is tightly woven throughout the fabric of Georgia College, and is immensely appreciated.

Jan is a trusted friend and colleague to myself and many others on campus. Jan Hoffman has my highest respect as a professional, and I hope her exemplary performance and steadfast excellence in service recognizes her for this very prestigious GC Award. Please feel free to contact me if I can be of further assistance.

Sincerely,

Susan C. Allen
Vice President
Finance and Administration
Georgia College



Department of Mass Communication

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Milledgeville, Georgia 31061-0490
Phone 478-445-8260
Fax 478-445-2364

Dear Service Award Committee:

Please accept this letter of my enthusiastic support of Dr. Jan Hoffmann for the University Service Award. Dr. Hoffman truly embodies what it means to serve in every aspect of her role as a Georgia College professor and a member of the larger community of Milledgeville-Baldwin County. I have had the opportunity to learn and receive mentorship from Dr. Hoffman in my young career here at Georgia College (GC), especially regarding how to contribute in the area of service.

On campus, Dr. Hoffmann leads by example through her work and consistent contributions to various committees, her presence and participation in significant campus events such as graduation, and in the mentorship and support of fellow faculty. Her leadership is consistently seen and felt through major initiatives such as the QEP, Presidential Search, and Faculty Senate.

With students, Dr. Hoffman provides strong leadership in various areas including the American Democracy Project (ADP) and Lambda Pi Eta (national communication honor society). With ADP, she provides important leadership and serves as a role model for students to engage in civil dialogue about the important issues of the day. Her leadership of Times Talk engages students at all levels to be more active consumers of news as well as cognizant of the world around them. In addition, she helped found the GC chapter of Lambda Pi Eta for mass communication and rhetoric majors. Through that leadership, she also helped start an annual Mark Vail - Be The Match Bone Marrow registry drive. Since its inception in 2013, it has registered over 600 students, four of whom have donated marrow cells to save lives as well as engaging students in over 200 volunteer hours along the way.

Her contributions to her discipline include her leadership with the Georgia Communication Association (GCA), where she not only hosted the annual conference at Georgia College last year, but has also served as vice president and now president of the organization. She will plan next year's conference.

Dr. Hoffman maintains deep roots in the community from organizing public forums to working on relationships between the campus and the community to serving a deputized voter registrar. Her work in the community also includes creating the annual Baldwin County Voter's Directory and hosting Debatewatch events during election years. She also serves as a connection between the campus and community through her



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C-bEL courses and ENGAGE work. One example is through her role as discussant in public forums and workshops leading to the planning of Community-University partnerships.

These accomplishments only scratch the surface of Dr. Hoffmann's influence and service to the University. Her contributions inspire faculty to follow her lead, which ensures the University success in pursuing our ultimate goal of becoming a preeminent liberal arts institution.

Sincerely,

Kristin N. English, Ph.D.
Associate Professor
Dept of Communication
Georgia College

Throughout my career in higher education I have been blessed to have had professional mentors who taught me that you can accomplish a lot of good things for your organization if you don't care who gets the credit for it. That advice has been my touchstone over the years, so while I feel very awkward singing my own praises I believe that value is deeply rooted here at Georgia College, which I have had the privilege to call my intellectual home since 2002. It is easy to want to give back to a place that from the moment I arrived here made me feel like part of a tightknit community totally dedicated to the singular goal of providing the best possible Public Liberal Arts College experience to the citizens of Georgia. I know, it sounds hyperbolic but that truly was the spirit of this special place when I entered it 17 years ago.

My two passions are communication and civic engagement, so the roles I have served here at Georgia College make perfect sense. My experience with shared governance includes 10 years on the University Senate from 2007-2010, 2010-2013, 2013-2016 as an elected representative from my home Dept., and from 2016-2019 as an elected at large senator representing the entire corps of instructional faculty. I have served as chair of the inaugural Academic Policy Committee in 2007, as chair of the Resources, Planning, and Institutional Policy Committee (RPIPC) from 2010-2013, and again from 2016-2019. I served as Presiding Officer elect of the University Senate in 2010, Presiding Officer in 2011, and Past Presiding Officer in 2012. Most recently as Chair of RPIPC I served for a year on the President's Parking Task Force and played an active part in crafting significant improvements in employee parking policies and practices which I hope will continue for a number of years to come.

I am proud to have served on the Presidential Search Committee for a year and a half which resulted in our hiring Steve Dorman to helm our institution, and he has been a transformational leader for us. I am one of the few people at this University now who has shepherded our Quality Enhancement Plan from its very inception as a member of the visioning committee, through the planning, research, and theme selection, to the public presentation of it while also a writer for one of the SACS standards, and I served on the GC 2016-2021 Strategic Planning Steering Committee which met every two weeks from November 2015 through November 2016. This entailed an enormous amount of data collection, coordinated writing, and editing. I am proud to have contributed significantly to the finished document GC Strategic Plan 2016-2021 "Our Path to Preeminence". I am lucky to have been through the entire process of our QEP, from birth, to fruition and future as we look to become a nationally preeminent Public Liberal Arts University.

Speaking of being able to see an entire process through, I have been privileged to get to give welcoming presentations to parents and incoming freshmen on behalf of our faculty during our GC summer orientations. I teach classes ranging from GC1Y through our major capstone course in Rhetoric, and I know I speak for most of my peers when I state that the greatest joy I get to experience every year is watching those students I have mentored for four years march across the stage at graduation. Since 2003 I have participated in every Georgia College December and May graduation ceremony as a faculty marshal, student marshal, and have been a name reader at the undergraduate ceremony from 2014 to our most recent commencement in December of 2017. Speaking of commencement, in 2014 I served on the President's Commencement Task Force and gathered data that informed our recommendations regarding changes in the location and structure of future graduation ceremonies. For three years I also instituted and

administered a faculty regalia lending closet which resulted in more faculty members being able to attend commencement ceremonies.

I am proud to have been one of our founding members of the American Democracy Project at Georgia College from its inception in 2003 . Since 2015 I have served as the Coordinator of the GC American Democracy Project, which among numerous other duties involves scheduling and hosting the weekly Times Talk series. I am particularly proud that I have maintained that level of service while never teaching fewer than four high impact classes per semester. and in the last few years taking on a six class load and a 5 class load in particular semesters. In addition, in any given semester I typically teach a freshman level course (GC1Y and/or RHET 1110), a sophomore course (RHET 2210), a junior course (RHET 3000 or RHET 3215), and a senior course (RHET 4950 and or RHET 4999). I never have fewer than three course preps each semester as I seldom teach more than two sections of a given course.

In terms of professional service beyond the institution my continuing contribution to the Governor's Teaching Fellows Program at UGA, my continued work with the Kettering Foundation and National issues Forums Institute, and my role as first Vice President and as of February of this year President of the Georgia Communication Association all bring distinction to the work that I do and that my institution supports at the national and state level. In February 2016 I was local host for our 86th GCA conference, which brought over 125 faculty, administrators, and students from all the USG private and public universities and colleges to our campus and community for a two day conference. That endeavor netted our community a significant economic benefit as well as cemented our reputation as the best GCA conference experience most participants had ever had. I served as programmer planner for the 2017 and 2018 GCA conferences, which were held at Middle Georgia State College and Columbus State University respectively. In 2021 the Dept. of Communication will be hosting GCA here at Georgia College again, and I can't wait to show the faculty and students from all the state colleges and universities our renovated Terrell Hall!

While tasked with coordinating our 2014 State Charitable Contributions Program (SCCP) we won two prestigious awards for the first time, and contributed the second largest amount of donations to various worthy charities in the USG. I received the Irene Rose Community Service Award in 2014 from the GC Foundation. Irene Rose lived a life that exemplified going the extra mile, and that is the spirit I have tried to emulate in my public service to Georgia College and my community.

In 2013 we lost a precious member of our Rhetoric family, Dr. Mark Vail, to leukemia. With a rhetoric senior I conceived and implemented the first of 4 annual Bone Marrow Registry Drives in collaboration with Be The Match, the national bone marrow and cord blood national donor registry. As of the third drive we conducted prior to the most recent drive during Fall 2016 freshman week of welcome, 608 Georgia College students have joined the national donor registry, four different GC students have actually donated marrow cells to save the lives of patients with blood cancer, 36 of our students have donated 216 hours of service in support of Be The Match's life saving mission, and 3,725.00 has been raised. I am the proud faculty advisor of our new campus Be the Match RSO. I have also served on numerous community boards including the Milledgeville Community Garden and the YES program, and have facilitated dozens of political candidate forums, and registered hundreds of new voters at GC and in Milledgeville. From 2009 to 2017 I have co-authored the annual Baldwin County Voter's

Directory as a civic resource for the citizens of Milledgeville and Baldwin County. In 2016 I was a principal contributor for a successful 25,000.00 Knight City Challenge Grant awarded to the Twin Lakes Library System to develop a Democracy Lab community dialogue and deliberation space in downtown Milledgeville. I have also performed in community theatre in Milledgeville from 2003 to this past December.

As I look back on my journey so far at Georgia College, what jumps out at me is that every service activity and opportunity has really just been a way to say thank you for being able to practice my vocation as a communication educator here, in this place, as a member of this family.

Janet M. Hoffmann (formerly Janet Hoffmann Clark)

SCHOLARLY INTEREST AREAS

Instructional Communication, Rhetoric and Public Address, Persuasion,
Argumentation and Parliamentary Debate Interpersonal Communication, Deliberative Democracy

ACADEMIC APPOINTMENTS

2017 Professor of Rhetoric, Dept. of English and Rhetoric, Georgia College and State
University, Milledgeville, GA

2002 Associate Professor of Rhetoric, Dept. of English and Rhetoric, Georgia College and State
University, Milledgeville, GA

ADMINISTRATIVE APPOINTMENTS

2016-present Coordinator Georgia College American Democracy project

2013-2014 Georgia College campus coordinator for State Charitable Campaign Program
(SCCP)

2005-2006 Interim Co-Chair, Dept. of English, Speech, and Journalism, Georgia College

2002-2004 Interim Director, Center for Excellence in Teaching and Learning (CETL), Georgia College

SERVICE TO GEORGIA COLLEGE AT UNIVERSITY AND COLLEGE LEVEL

2016-present Coordinator Georgia College American Democracy Project

2016-15 Member of GC 2016-2021 Strategic Planning Steering Committee. Responsible for overseeing the
planning process, conducting a review of the mission, ensuring communication with the campus and
broader community, receiving input from the subcommittees, and writing the Strategic Plan. Met
twice monthly from November 2015 to present.

2016 Elected to GC University Senate as a Senator at Large, representing all corps of instruction faculty

2016 Reader, undergraduate commencement ceremony, May 7

2016-13 Elected as Chair of University Senate Resources, Planning, and Institutional Policies Committee from
2013 to present. Convene monthly committee meetings, set agendas, input motions, attend full
Senate meetings and report, attend monthly Executive Committee/Standing Committee Chair meetings..

2015 Reader, undergraduate commencement ceremony, May 9

2014 GC Quasquicentennial Gala Planning Committee. Attended planning meetings, assisted in
scholarship fundraising and Gala implementation (June 3-November 8, 2014)

2014 Presidential Task Force on Commencement. Met numerous times over five months to gather
research and make recommendation to GC President on future venues for undergraduate and
graduate commencement ceremonies. Personally created and disseminated a faculty preference
survey to all corps of instruction faculty, collated and presented final recommendation paper to
President Dorman (June 25-October 15, 2014)

2014 Member, CETL Steering Committee.

2014 Created and implemented GC Faculty regalia lending closet so more faculty could participate
in graduation and commencement ceremonies at GC (October 2014-May 2016)

2014 QEP Task Force presentation rehearsal consultant and external evaluation interview. Attended
QEP presentation rehearsal and provided feedback, participated in external evaluation interview
(April 1-April 8, 2014)

2014 Served on Mass Communication faculty member pre-tenure committee

2013-14 Served as GC campus coordinator for annual State Charitable Contributions Program (SCCP)
Solicited and reported contributions, attended training meetings in Atlanta, directed publicity,
Solicited contributions at numerous GC college and dept. meetings. Generated almost 18,840.00
in contributions to a variety of local, state, and national charities from GC employees, second

- only to the BOR (by one pledge) in number of pledges for the entire university system, and second only to Georgia State University in amount of donations. (June 2013-July 2014)
- 2013-14 Served on Title 9 Compliance subcommittee for Dept. of Athletics Strategic Planning Process. Developed goals and implementation strategies for Title 9 compliance (November 26-February 16)
- 2013 Reader, Undergraduate commencement ceremony, (May 4, 2013)
- 2013 Reader, undergraduate commencement ceremony (December 14, 2013)
- 2013 Session chair, Presidential Scholars Competition (December 6, 2013)
- 2013 Senate Retreat Committee member. Organized and implemented annual University Senate Retreat for 65 incoming faculty, staff, and student Senate committee members (March 2013-August 14, 2013)
- 2012-13 Visioning and Quality Enhancement Planning Team. Met monthly for a year and gathered faculty survey data to inform future academic visioning perspectives and QEP priorities. Developed 6 QEP themes for the University to choose from for SACS mandated required five year plan. Surveyed University constituencies to determine top choice theme, which became “Engaged Learning” (March 2012-March 2013)
- 2011-03 served as undergraduate student marshall at every graduation ceremony between 2003 and 2011
- 2012-13 SACS QEP Standard writer. Responsible for writing an accurate account of GC compliance with SACS accreditation standard relating to public and transparent communication of shared governance Policies and procedures (January 2012-December 2013). Successful compliance outcome
- 2012-13 Served on University Senate Executive Committee as Past Presiding Officer of the University Senate. Met twice a month in addition to monthly full Senate meetings.
- 2012 Commencement Planning Committee Met several times with registrar and committee members to select commencement speaker and plan undergraduate and graduate ceremony (January-April 2012)
- 2011-12 Presidential Search Committee. Met several times per month, read candidate files, interviewed 10 candidates for initial interviews in Atlanta, met with four finalists over several days of on-campus visits, successfully presented three finalist candidates to BOR Special Search Committee in a timely manner. Resulted in successful hire of President Steve Dorman (November 10, 2011-March 2, 2012)

SERVICE TO GEORGIA COLLEGE AT UNIVERSITY AND COLLEGE LEVEL CONTD

- 2011-12 Presiding Officer, University Senate and Chair of Executive Committee (ECUS). Planned, publicized all meeting agendas for senate and ECUS, convene all meetings of the University Senate and Executive Committee. Make sure all motions are vetted appropriately and routed accurately. Confer with University President, Chief Academic Officer, and all senate committee chairs (April 27, 2011-April 27, 2012)
- 2007-08 Chair, Academic Policy Committee, University Senate
- 2003 Organized and directed “Voices United for Democracy: A celebration of the Declaration of Independence, the inaugural event of the American Democracy Project at GCSU, A&S auditorium, including inaugural remarks by Dean of faculty Anne Gormly, historical context from Dr. Bob Wilson, presentation of the colors by the Georgia Military College Color Guard, a choral reading of the Declaration of Independence by Georgia College president Dorothy Leland, Vice President Paul Jones, Dean of COAS Beth Rushing, and 15 more Georgia College faculty, staff and students, and voter registration material.

SERVICE TO GEORGIA COLLEGE AT THE DEPARTMENT LEVEL

- 2016 Served on Rhetoric faculty search committee (continuing)
- 2014 Served on Rhetoric faculty search committee (successful hire)

2013-16 Elected to the University Senate as a representative for the Dept. of English and Rhetoric
2013 Served on search committee for a temporary Rhetoric instructor
2010-13 Elected to the University Senate as a representative for the Dept. of English and Rhetoric
2007-10 Elected to University Senate as a representative for the Dept. of English, Speech, and Journalism
2005-06 Served as interim co-chair of Dept. of English, Speech, and Journalism.

COMMUNITY SERVICE

2014-2017: Advisory Board Member, Youth Enrichment Services. Milledgeville/Baldwin
Program Organizer, First Presbyterian Church Community food pantry, Milledgeville, Georgia. (January 2013 - Present) organizer and implementer of Milledgeville community food pantry providing weekly non-perishable food distribution to Milledgeville/Baldwin county residents, provide approximately 10-25 bags of groceries per week to needy community members
Discussant, Public Voice Partnership, Milledgeville, Georgia, USA. (August 11, 2014)
moderated a panel discussion of local and state legislators as part of an event "Celebrating Public Voices" in which Georgia legislators and statewide deliberative democracy practitioners met to discuss the state of the state poll and future collaborative opportunities
Attracted 25 participants and lots of follow up collaboration plans
Program Coordinator, 1st, 2nd 3rd and 4th Annual Mark Vail Bone Marrow and Blood Cord Doner Registry Drive, Georgia College, Milledgeville, Georgia, USA. (April 15, 2014)
conceived and coordinated a two day Bone Marrow Drive sponsored by Be The Match National Bone Marrow registry in honor of a GC Rhetoric Professor Mark Vail
registered 608 new bone marrow registry donors. Matched four student donors to needy recipients
Discussant, Community-University partnership workshop, Collins P. Lee Community Center, Milledgeville, Georgia. (February 14, 2014) discussant/participant in half day workshop utilizing small groups to develop a shared vision and action plan for enhancement of existing community-Georgia College community development projects and partnerships
November 5, 2013, discussion facilitator, "Lend your voice to improving your public schools" Baldwin County Schools Community Conversation. BOE Strategic planning initiative. Baldwin County High School Auditorium.
Fall 2011-Spring 2012, coordinated the development of and served as faculty advisor to the Georgia College chapter of Toastmaster's International, providing public speaking skills experience to citizens of middle Georgia

Program Organizer, Georgia College Debatewatch 2004-2016 Milledgeville, Georgia. (Monday, Sept. 26)
organized and introduced campus/community public viewing of the 1st Presidential debate, which brought an audience of 238 to the front campus lawn to watch the debate together . (October 3, 2012 - October 11, 2012)
organized and introduced the campus/community public viewing of the 1st Presidential and Vice-presidential televised debates held on Georgia College front campus. Over 100 people from the campus and Milledgeville community viewed the debates together. On Sep. 26th, 2008, I served as moderator/host for Debatewatch, a front campus public viewing of the first televised Presidential candidate debate, which brought approximately 125 participants on campus. September-October 2004: Coordinator of DebateWatch 2004: campus-wide viewing/discussion of Presidential and Vice-Presidential televised debates. Over 200 students viewed and discussed the debates at various "neighborhood" dormitory and public sites on campus.

2006-present: Deputized Voter Registrar for Baldwin County



Office of the Dean
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February 21, 2018

FROM: Kenneth J. Procter, Dean College of Arts & Sciences

TO: Faculty Excellence in University Service Award Selection Committee

The purpose of this letter is to nominate Dr. Jan Hoffmann for the Excellence in University Service Award. From among several strong nominees, Dr. Hoffmann has been named the recipient of the college-level award for Excellence in Service, thus she is our nominee for the university award. Based on her accomplishments and reputation, I recommend her without reservation.

Dr. Hoffmann is renowned across campus and community for her service. Throughout her career at Georgia College, Jan has contributed to major institutional initiatives at all levels—department, college, and university-wide. Her service has reached out to and embraced the wider community. Her service has been consistent, sustained, passionate, and visionary. Jan is one of the blessed folks who help make the world turn around. Her work is well and thoroughly documented and supported by the testimony of her peers. We are very proud to have Jan as a member of the College of Arts and Sciences. It is my honor to support Jan for the Excellence in University Service Award.