

Austin College Writing Style Guide

Fall 2023 revision

The *Austin College Publication Style Guide* is intended to answer questions about the correct and/or “preferred” usage on various writing styles and graphic identities, particularly those specific to Austin College. Members of the College community who are responsible for preparing printed or other visual materials, especially those intended for external audiences such as prospective students, donors, alumni, parents, etc., are encouraged to consult this guide during the development of materials.

1849 Society—giving society recognizing total giving of \$500,000 and more

A

“A” Association—Alumni “A” Athletic Association, organization for alumni who were student-athletes.

Abell Library (George T. and Gladys H. Abell Library Center)—Built in 1986, the library contains a collection of more than 350,000 physical titles, including books, periodicals, and media items in a variety of formats. In first reference, please use complete name where possible; in subsequent references, Abell Library is acceptable. The library’s catalog is accessible through the Austin College website and is complemented by various databases providing access to online books, journal articles, and other digital resources. Other services include library instruction classes and workshops, course reserves materials, interlibrary loan, and document delivery. Quiet study is accommodated on the second floor, while the first floor provides space for groups to collaborate. Also located in the library are:

- **Kenneth W. Street Courtroom (2014)**, serving as a site for advocacy programs and moot court and mock trial competitions;
- **Scarborough Center for Writing (2017)**, offering writing assistance and related services, created by an estate gift from Lemuel Scarborough;
- **Special Collections and Archives**, housing historical documents and art related to the College;
- computer classroom and lab;
- smart classroom;
- conference room; and
- 24-hour study room.

Abell Library is home to several important art pieces, including Richard Neidhardt’s *Keystone Man* and the James Surls sculpture *From the Center*, re-located to the central lobby in 2013. The piece had been an outdoor sculpture installed in the rear courtyard of Abell Library in 1989 but weather deteriorated the piece. The artist restored it for indoor display in 2012.

- **210 E. Richards St.**

Academic Affairs Division—includes the Humanities, the Sciences, the Social Sciences, the Library, Information Technology, Institutional Research, and Office of the Registrar.

academic degrees—when possible, use doctorate, bachelor’s degree, master’s degree (*note use of apostrophes*). When writing out specific degrees, they should be capitalized (*Bachelor of Arts*) followed by *degree*. Use periods in degree abbreviations (*He has a B.A. degree in history. She earned her M.A. degree at Boston College and her Ph.D. at Harvard EXCEPT MBA, no periods.*). Depending on the audience, if a degree is not readily identifiable, write it out on the first reference (*Master of Public Affairs*).

academic and administrative titles—(*See titles.*)

academic divisions—three divisions encompass the academic departments of the College. Humanities: Art & Art History; Classical and Modern Languages; Communication, Media Studies, and Theatre; East Asian Studies; English; History; Music; Philosophy; Religious Studies. Sciences: Biology; Chemistry; Mathematics and Computer Science; Physics; Public Health; and Environmental Studies. Social Sciences: Education; Economics and Business Administration; Kinesiology; Political Science (includes International Relations); Psychology; Sociology and Anthropology.

Academic Skills Center—Discontinued Name, see **Center for Student Success and Access Services (CSSAS)**

A Cappella Choir—A select group of singers directed by Wayne Crannell of the Music Department. The choir's repertoire is varied, but special emphasis is placed on sacred music.

AC Cares—an organization that promotes awareness of the impact of AIDS on the community and encourages education and compassion.

accreditations—a list of all [accreditations and College affiliations](#) is published in *Austin College Bulletin*. <https://bulletin.austincollege.edu/wp-content/uploads/2023/10/Bulletin-2023-2024.pdf>

ACE—Austin College Experience. Admission event in late spring for all admitted students. Saturday event on campus provides additional information with a goal to convert students from admitted to deposited and confirmed status.

AC KangaRAAS—Austin College competitive Indian Garba/Dandiya Raas dance team.

ACSC—see entry for **Austin College Scholars Conference**.

ACTivators—Both the "A" and the "C" should be uppercased. Founded in 1995 by Chaplain John D. Williams '84, this is a mobile youth ministry team comprised of students from various religious backgrounds. Under the leadership of the chaplain, the ACTivators plan and lead Presbyterian Church youth ministry events throughout the Southwest. The group is led by the Sallie Majors Interns from the Religious Life staff. (See Majors)

Acumen—student-produced research journal, published by Austin College students, under the direction of a faculty member in the English Department.

Adams Center—built in 1951, the center houses Health Services. Formerly called Adams Health Center, the word "Health" is no longer included in the name. Do **not** abbreviate as AC. **1207 E. Brockett St.**

Adams Observatory—the fourth floor of the IDEA Center houses Adams Observatory, with a 24-inch telescope and an astronomical high-resolution image camera, the largest research telescope in North Texas. The Adams Observatory was made possible with gifts by the John and Patricia Adams Foundation.

Administration Building—(See *Caruth Administration Building*.)

Admission—Capitalize the formal departmental name, Office of Admission, which is **singular** (not **Admissions**). Division of Institutional Enrollment. The senior staff member for admission is the Vice President for Institutional Enrollment. Recruitment officers are Assistant and Associate Directors of Admission. In 2023, a Dean of Admission and an Associate Vice President for Institutional Enrollment/Executive Director of Financial Aid also exist.

adjunct faculty member—A non-tenure track faculty member whose association with Austin College is often ongoing (and is often more permanent than at other institutions). This designation may be combined with any rank (assistant, associate, etc.).

advisor—Not adviser. (See *mentors*.) Adviser is a fine word. We choose advisor for consistency.

Advocacy Programs—Mock Trial programs began in fall 2014. Moot Court, which requires a course in Constitutional Law, may begin later, as will Arbitration. Ed Richardson '95 serves as the coach and is the director of Advocacy Programs.

Aeolian-Skinner Grand Pipe Organ—Wynne Chapel—installed in 1963 by the Wynne family and Toddie Lee Wynne Sr., major chapel donor and long-time Board of Trustees chair.

African American—A preferred racial/ethnic identifier. No hyphen in noun or adjective.

Allen-Head Lecture Series—The Allen-Head Lecture Series was established by an endowment gift in 1985 in memory and celebration of E.T. Allen Sr. and Mary Bell Anderson Allen; Mr. and Mrs. E.T. Allen Jr.; and Mr. and Mrs. R.B. Head Jr. of Whitesboro, Texas. The lectures feature nationally prominent speakers in the areas of religion, philosophy, psychology, history, and literature.

alma mater—do not capitalize or italicize (considered a standard English term).

alphabetizing—Company, foundation, and/or trust names should be alphabetized by last name (*the J.E. and L.E. Mabee Foundation would be alphabetized “M.”*). Otherwise, alphabetize by the “first major word” of the name (*AT&T Foundation would be alphabetized “A.”*).

Alpha Chi—a national scholastic honor society

Alpha Delta Chi—the first social sorority at Austin College, founded in 1933. (Known as the Alphas.)

Alpha Phi Omega (APO)—A national service fraternity. Austin College’s Phi Xi chapter was founded in 1970 to help the College through service projects. The Austin College chapter is coed but all members are referred to as brothers.

Alpha Psi Omega—National theatre honor society

Alternative Spring Break—a volunteer program of the Service Station with students traveling to a site to volunteer during the break. Begun at Austin College in 2002. Program was endowed by First Presbyterian Church of Fort Worth in 2017.

alumni—all graduates are alumni, but not all alumni are graduates. Do **not** use the informal “alum.” Always include the maiden name of alumnae who have assumed the last names of their spouses (*Example: Holly Mace Massingill*).

Latin rule:

- alumnus – masculine singular
- alumni – masculine plural or combined male/female group
- alumna – feminine singular
- alumnae – feminine plural

Alumni Association—Refers to Austin College Alumni Association. All alumni and attendees of one year or more are automatic members.

Alumni Association Affinity Groups

- Alumni “A” Athletic Association
- Alumni “C” Choir Association
- Alumni “E” Education Association
- Alumni “H” Health Association
- Alumni “L” Law Association
- Alumni “T” Theatre Association
- LGBT Alumni Group also exists though it is not actually a chartered and approved “association” by the alumni association.

Depending on the situation, you may use just “__” Association (something written to that group in specific and if more than one is used in one writing). Alone the full name should be listed.

Alumni Board—this all-volunteer board is the “core” body of the Alumni Association and is headed by a president that governs the Alumni Association.

Alumni Center—(See *Margaret Binkley Collins and William W. Collins Jr, Alumni Center*.) Alumni Center is **never** acceptable.

alumni class years —

- regular use: use the apostrophe and the last two digits of the graduation year after the name. (David Loyless '96) (**In Word, create the correct apostrophe by holding the Control key and striking the apostrophe key twice, or type two apostrophes and backspace over the first one.**)
- **Style:** David '10 and Amanda Spivey '12; **NEVER** David '10 and **Amanda '12 Spivey**. In some cases, we choose to use David Spivey '10 and Amanda Jones Spivey '12
- classes in another century: When necessary to avoid confusion, use all four digits of the class year, surrounded by commas and spaces. (*Example: John Smith, 1905, died.*)

Alumni Engagement Office (Office of Institutional Events & Alumni Engagement)—Capitalize. Do not refer to as a department or division.

AlumNights—The Office of Alumni Engagement organizes social gatherings of alumni and friends for networking and engagement in cities around Texas and the U.S. on an occasional basis.

Alumni Scholarship (see John D. Moseley Alumni Scholarship)—A student must be nominated by a member of the Alumni Association (all alumni).

American Indian—One term used as identifier for indigenous people in the Americas, as is the use of “Native American.” Native peoples often have individual preferences on how they would like to be addressed.. *Use Native American.*

American Southwest Conference— Austin College football will compete as an affiliate member for four seasons (2021–2024). Austin College competed in the ASC for 10 seasons (1996-2005), the SCAC for 11 (2006- 2016), and the Southern Athletic Association (2017-2020). The ASC in 2023 will include Austin College, Belhaven University, East Texas Baptist University, Hardin-Simmons University, Howard Payne University, University of Mary Hardin-Baylor, McMurry University, Southwestern University, Sul Ross State University, and Texas Lutheran University.

Amnesty International—an organization that works for releasing prisoners of conscience and ending tortures and executions. Austin College has a student chapter.

a.m./p.m.—Use lowercase with periods in prose. (*Examples: 8 a.m.; 7:30 p.m.*). *In regular text, do not include unnecessary 0s. (Not 8:00 a.m. in text. May vary in invitations and programs.)* Also see “time.”

Annapolis Group—an [organization](#) of leading national independent liberal arts colleges, including Austin College, working together to promote greater understanding of liberal arts education and its benefits. Group similarities include shared educational goals, the residential community environment, the focus on the undergraduate, and the availability of a faculty committed to teaching as much as to research.

Annual Fund—Capitalize when referring to the Austin College Annual Fund, the pool of gifts (from sources other than tuition and the endowment) that is used to balance the annual operating budget.

Apple Stadium (Jerry E. Apple Stadium)—Completed in 2000, the stadium seats 2,500 people. Named with gifts from trustee Jerry Apple '60 and his wife, Joy. Renovations to the stadium in 2022 included installation of a turf field, lights, a fitness track around the playing field perimeter, and new seating on the visitor (east) side. The stadium had not been lighted previously. In editorial first reference, please use complete name where appropriate; in subsequent references, Apple Stadium is acceptable. **715 E. Porter St.**

- Willie Jacobs Press Box
- Johnston Observation Deck
- Scoreboard in memory of Rossi Felix
- Calder Field
- Larry Kramer Outback (*see Kramer Outback*)

Applied Learning Experience—new word preference for previous experiential learning – internships, JanTerm, CSOCs, etc. Completion of the Applied Learning Experience is a requirement of Compass Curriculum.

Archives (Archives and Special Collection)—Located on the second floor of Abell Library Center. Capitalize when referring to the location or program. Lowercase when referring to memorabilia.

Area Coordinators—Residence Life professional staff assigned to residential living

Arena Theatre—(*See Beardsley Arena Theatre*)

Asian Student Association (ASA)—student organization that celebrates East and South Asian culture.

[at]AC—a monthly e-newsletter created and distributed by the Institutional Marketing and Communications staff; sent to all alumni, friends, faculty, staff, students, and parents for whom the College has email addresses. See E-Communications listing

Athletic Director—Oversees all varsity sports at Austin College. Athletics faculty report to the President's office.

Athletics Hall of Honor—Alumni are selected each year by an Alumni Association committee for this honor. Refer to Athletics Hall of Honor inductees or honorees, not awardees.

athletics—Austin College participates in the Southern Collegiate Athletic Conference, NCAA Division III, in all sports but football, which competes as an affiliate member in the Southern Athletic Association through 2020 and American Southwest Conference thereafter, and water polo. "Athletics" is preferred over "sports." (The athletics teams stress academic excellence.) Austin College has 15 varsity teams: baseball, men's basketball, women's basketball, football, men's soccer, women's soccer, softball, men's swimming and diving, women's swimming and diving, men's tennis, women's tennis, volleyball, men's water polo (as of 2018), women's water polo (as of spring 2019), and CHEER (co-ed) as of Fall Term 2022.

athletics 'Roo logo—The Athletics Department uses a logo **specific to sports**. In that logo **only**, Roos appears without the apostrophe. When referring to athletics programs, etc., in written communication, 'Roos should be written with the apostrophe. In some publications in which the logo and the word both appear, it may be determined appropriate not to use the apostrophe to avoid appearance of error.

Aussies—student dance team formed in 1995.

Austin College - Founded in 1849 in Huntsville, Texas, by the Brazos Presbytery of the Presbyterian Church, it is the oldest college in Texas operating under its original name and charter. The campus moved to Sherman in 1876. Austin College can be referred to as AC in quoted material but not generally in text. After first reference, can be cited as "the College," with a capital C. In 2023-2024, the College celebrates its 175th year. Other historical celebrations: The Sesquicentennial (150th year) in 1999; Centennial in 1949; 75 years in 1934.

Emily Austin—the sister and heir of Stephen F. Austin. She and her husband made the first substantial gift to Austin College. The founders of the College chose to name it for Stephen F. Austin.

Emily Austin Society—giving society recognizing those who have made lifetime and planned gifts of at least \$1 million to the College. The Emily Austin Society Wall is located in the Honors Court.

Stephen F. Austin—called the "Father of Texas" because of his work to settle Texas. Founders of Austin College named it to honor him.

Stephen F. Austin Society—giving society recognizing those who have made lifetime and planned gifts of at least \$100,000 to the College.

Austin College Experience (ACE)—Admission event in late spring for all admitted students. Saturday event on campus with a goal to convert students from admitted to deposited and confirmed status.

Austin College Magazine—annual publication that includes feature stories about Austin College students (including athletes), faculty, and alumni; a photo feature spread; Class Notes; and a brief "In Their Own Words" article written by an alumnus or alumna, occasionally staff. Current mission is not as "news" delivery but to tell the *stories* of Austin College. In text it would be *Austin College Magazine*.

Austin College Posey Leadership Award—Award established in 2005 by Lee and Sally Posey as the Austin College Leadership Award, designed to recognize an outstanding individual who has applied leadership talents and made a positive impact on society locally, nationally or internationally. Recognizes those who demonstrate principles of servant leadership by taking a courageous stand on a public policy issue that advances a humanitarian or educational purpose; serving the youth of a state, nation, or international community to improve the quality of health, educational or community services; or creating opportunities for young people that help them enhance their educational experience and move to a new level of service. The award and its \$100,000 prize was awarded for the first time in March 2006 to Wendy Copp. Upon Lee Posey's death in 2008, the award took on the Posey name and since 2008 has been the Austin College Posey Leadership Award. The award replaced the Chair of Excellence in International Leadership that was part of the Leadership Institute upon its founding. Starting in 2022, the honoree serves at the Posey Leader-in-Residence during the academic year of the award.

Austin College Posey Leadership Award History—

Wendy Kopp (2006), founder of Teach For America;
Dr. Paul Farmer (2007), Harvard professor, medical anthropologist, physician, and medical activist; (d. 2022)
Geoffrey Canada (2008), president and CEO of the Harlem Children's Zone;
Greg Mortenson (2009), quest for peace through education in *Three Cups of Tea* and *Stones into Schools*;
Muhammad Yunus (2010), Nobel Peace Prize Laureate and founder of Grameen Bank;)
Zainab Salbi (2011), founder of Women for Women International;
Marian Wright Edelman (2012), founder of the Children's Defense Fund;
Salman Khan (2013) founder of the Khan Academy;
Nathan Wolfe (2014), virologist and author of *The Viral Storm*;
Shigeru Ban (2015) humanitarian architect;
Nicholas Kristof and Sheryl WuDunn (2016), journalists and humanitarians;
Vikram Patel (2017), psychiatrist working to create access to public mental health services;
Barbara Pierce Bush (2018), global activist – Global Health Corps;
Maria Teresa Kumar (2019) founding president and CEO, Voto Latino;
No 2020 or 2021 awardee - COVID
Dr. Alfred Quinones-Hinojosa (2022)—internationally renowned neurosurgeon and neuroscientist who leads cutting-edge research to cure brain cancer
Sylvia Acevedo (2023) – Aerospace engineer, tech executive, education advocate and former CEO of Girl Scouts of America
Rick Lowe (2024) - Artist and activist who has worked with communities around the world to use art as a springboard for social understanding

Austin College Scholars Conference (ACSC)—Begun in 2013, this annual spring event showcases student-faculty collaborative projects and independent student projects. The event celebrates outstanding academic endeavors in research, intellectual scholarship activities, and creative works. Includes Poster Sessions, panel and individual presentations, and music, art, and theatre events as available. Sponsored by CREATE. *Note: Name changed in 2022, replacing the word “Scholarship” with “Scholars.”*

Austin Teacher Program—Austin College offers prospective teachers a graduate education program culminating in a Master of Arts in Teaching (M.A.T.). Students who complete the program receive a Bachelor of Arts degree in a chosen discipline as an undergraduate and then a Master of Arts in Teaching degree, and, upon completion of all certification requirements, a Texas teaching certificate. Undergraduates do not major in education but as of 2014, an undergraduate minor in education was added. Also that year, changes were instituted that would enable participants to complete the B.A. and Master of Arts in Teaching degrees in 4.5 years. (Before **1992**, program alumni received Master of Arts degrees. (The emphasis was teaching but the degree was M.A., not M.A.T.)

B

Baccalaureate—worship service for graduating seniors and guests on the eve of Commencement; capitalize when referring to Austin College's service.

Bachelor's degree—undergraduate degrees at Austin College are awarded as Bachelor of Arts degrees, with the major(s) noted. Beginning with the 2024-2025 academic year, a Bachelor of Science degree may also be awarded in some majors. The faculty executive committee approved this change and updates to the degree requirements in 2023.

Baker Field and Stadium—baseball stadium, renovated in 2011 with gifts from trustee Jo Ann Pettus.

Baker Hall—men's residence hall named for Presbyterian missionary and Austin College founder Rev. Daniel Baker. Constructed in 1957, the hall contains 71 double-occupancy rooms and four single-occupancy rooms. Baker Hall is acceptable in all references. **1302 E. Richards St.**

Baptist Student Ministries (BSM)—Baptist-related student religious organization.

Eleanor Elizabeth “Ella” Barker Memorial Garden—garden area just outside the Dean Hall entrance. Dedicated in May 2011 to memorialize Ella Barker, the 2-year-old daughter of Philip and Kelly Barker and sister of Jack. She died in May 2010. Philip was a member of the political science faculty from Fall Term 2008 through Spring Term 2015.

Cindy Curtis Bean Service-to-Alumni Award—The Service-to-Alumni Award was created by the Alumni Board

in 2009 to honor a faculty or staff person who demonstrates extraordinary commitment to the support and education of Austin College alumni around the world. In 2011, the award was made to Bean and renamed in her honor. [List of awardees](#)

Beardsley Arena Theatre (Paul Beardsley Arena Theatre)—Theatre located in the basement level of Ida Green Communication Center. Named for the late Paul Beardsley, former Professor of Theatre. In first reference, please use complete name as appropriate; in subsequent references, Beardsley Arena Theatre is acceptable. Do **not** use simply Arena Theatre or black box theatre. Nearby is the **Bonnie Beardsley Green Room**, theatre prep room named to honor the late Bonnie Beardsley, a faculty member and the wife of Paul Beardsley. The room is located in the basement of Ida Green Communication Center.

benefited, benefiting—two “t”s are also correct, but for consistency, our style is one.

Beta Beta Beta—national honor society for students in the biological sciences.

biannually/bimonthly/biweekly—no hyphen; means every other year/month/week. Semimonthly and semiweekly mean twice a year/month/week.

Biology Interest Group (BIG)—student organization that encourages students to share their enthusiasm for biology and provides information about careers and graduate educational opportunities.

Black—always capitalized when used as ethnic reference.

Black Box Theatre—**do not use**. See Beardsley Arena Theatre.

Black Expressions—student organization that promotes unity and enhances an awareness of the African American culture.

Board of Trustees—governing body of the College. Full Board of Trustee list available online: <http://www.austincollege.edu/about/board-of-trustees>

Board of Trustees Chairs of recent years—W.C. Windsor (ended @1960, Toddie Lee Wynne @1960 through 1983, Heywood C. Clemons 1983-1997, Robert J. Wright 1997-2007, Robert M. Johnson 2007-2012, Todd A. Williams 2012-2015, David Corrigan 2015-2022, Scott Austin 2022-

books—Italicize titles of books. (*See titles, composition.*)

bookstore—The Austin College Campus Store is operated by Follett. The “bookstore,” written as one word, is acceptable on second reference.

Bratz Field Laboratory (Lee Harrison Bratz Field Laboratory)—One of five research properties owned by Austin College. Bratz Field is 76 acres of forested land in western Grayson County, mostly wooded area exhibiting cross-timbers vegetation with post-oak and black-jack oak forest. In first reference, use complete name where possible; in subsequent references, Use full name upon first reference when possible; Bratz Field Laboratory is acceptable on second reference. Located north of Sadler, just off Highway 901.

Bryan Apartments (Guy M. Bryan Jr. Housing Center)—A campus apartment complex that houses primarily transfer and international students. Named in honor of Guy M. Bryan Jr., great-nephew to Stephen F. Austin, the apartments were built in 1970. The 16 two-bedroom apartments are occupied by 3 to 4 people each. In first reference, use complete name where possible; in subsequent references, Bryan Apartments is acceptable. **1112 E. Brockett St.**

Buckner Research Area (Barry Buckner Biological Preserve and Research Area)—a biologically diverse 115-acre site owned by Austin College. Used for student and faculty research and field laboratories, the area makes contact between three vegetation zones, the oak-hickory, the blackland prairie, and the east cross timbers. In first reference, use complete name where possible; in subsequent references, Buckner Research Area is acceptable. Located on Drippings Springs Road.

Business Affairs Division—includes Business Office, Campus Book Store, Human Resources, Information

Technology, Mailing and Printing Services, Physical Plant, and Public Safety.

C

“C” Association—Alumni “C” Choir Association – organization for alumni who were choir members. The Alumni Choir occasionally gathers for performances on campus. (*See Alumni Association Affinity Groups entry regarding usage.*)

C/I (Communication/Inquiry)—now First-Year Seminar (See that entry).

CSOC—(*See Career Study Off Campus*)

cafeteria—Use dining hall rather than “cafeteria.” Though commonly known as “The Caf,” this is not to be used in any written materials of the College.

Campus Activities Board (CAB)—A student organization responsible for planning, promoting, and implementing a wide variety of campus activities.

Campus Center—Do **not** use in reference to Robert J. and Mary Wright Campus Center. Wright Campus Center is the acceptable shortened version. Do not use WCC in prose, though it may be necessary to use this on an event schedule. WCC also may be used for a student-centered communication.

Campus Police—this is the preferred term. Do **not** use “police department” or “Campus PD.” Joe Kietz is the Director of Public Safety and Police Chief (2022).

Campus Publications—A number of publications are produced by or through Austin College. The primary constituent communication piece is *Austin College Magazine*, produced by the Institutional Marketing and Communications Division for the Institutional Advancement Division. *Austin College Bulletin* is produced through the Academic Affairs Division. Various recruitment publications are developed and produced jointly through the Institutional Enrollment and Institutional Marketing and Communications divisions. *Impact Report* is an annual publication with features related to giving and scholarships, recognizing donors to the College. *Suspension*, written by students, is a literary magazine produced through the Department of English. *Acumen* is the undergraduate research journal produced by students under the supervision of English faculty.

canceled, canceling—double “l”s are also correct, but single is our style, for consistency. (traveled, traveling)

Canterbury Society—Episcopal student organization. (May not be active.)

caption—identifying or explaining a photo. Offer as much clarity in captions as possible but be concise (*Example: [left] John Smith, [center] Betty Jones, and Joe Johnson. Or, [front row, from left] John Smith, Betty Jones ...*). Descriptions of the action in the photo are written in present tense, Background information or results of the action in the photo are written in past tense.

CSOC (Career Study Off Campus)—Courses allow independent study at off-campus locations. Usually completed during January Term or during the summer. Coordinated through Career Services.

A.J. Carlson Lecture on the Liberal Arts—Lecture honors the late Dr. A.J. “Jack” Carlson, who joined the Austin College history faculty in 1962. He also served as dean of Humanities for many years and was a leading voice in defense of liberal arts education. He retired as professor emeritus in 1994 and remained active in the campus community until his death in 2014. **Official Language** approved by the Johnson Center board for publicity regarding the lecture: Dr. A. J. “Jack” Carlson arrived at Austin College as a scholar of early modern European history and grew professionally under the influence of President John D. Moseley to become not only the Dean of Humanities but also one of the College’s leading voices in support of liberal arts education. Jack’s courageous defense of liberal arts education never weakened despite the many financial pressures confronting the College; on the contrary, the consistency of his voice remained a major influence at the College throughout his long and productive career.

Carruth Guest House—822 N. Cleveland St., housing for visiting faculty and guests. Previously located on Grand Avenue and known to many as “Duck House” (because there were ducks on the shutters). Do **not** use “Duck House” in written communication or publications. NOTE the two “r”s in the name. Not the same family as other Caruth names on campus.

Caruth Administration Building—Construction begun in 1925 but not completed until 1947. The administration building's George R. Jordan Executive Offices and Board Room Suite houses the Office of the President. Also located on the first floor are the Offices of the Vice President for Academic Affairs, the Business Office, and the Office of the Registrar and Institutional Research. Classes are held on the second floor, which also includes some faculty and staff offices. More Classical and Modern Languages offices occupy the third floor. Current configuration and the Caruth name are results of a major renovation in 1987. **Caruth Administration Building is the only acceptable usage. 910 N. Grand Ave.**

Caruth Hall—a women's residence hall built in 1963 and named for Mrs. Earle Clark Caruth. The hall includes 77 double rooms and three single-occupancy rooms. In 2023-2024, all restrooms are undergoing major renovation. Caruth Hall is acceptable in all references. (same family as Caruth Administration Building). **1209 E. Brockett St.**

Catholic Student Association—Student organization for the Catholic faith.

Pete Cawthon Sr.—coached Austin College football from 1923 to 1927. Beginning in 1930, he led Texas Tech to four Border Conference titles in his 11 seasons there. The 1938 team went 10-0 regular season and made the school's first-ever Cotton Bowl appearance...Boasts highest win percentage (69.3) among Tech coaches with terms of three years or more. Cawthon was inducted into the Texas Sports Hall of Fame in 1961.

Center for Career and Professional Development—Staff offers assistance in career development and transition to graduate or professional school or to the job market, as well as internships and alumni networking. Located in WCC.

Centers for Excellence—Austin College has established centers of excellence:

- 1) Center for Environmental Studies, Peter Schulze, director;
- 2) Center for Southwestern and Mexican Studies, Julie Hempel, director (retiring in May 2024).
- 3) Posey Leadership Institute (considered a Center for Excellence though does not use the title), Use the full name in publications. Martinella Dryburgh is the director; Martinella should be used in publications. For casual use, spelling is Marty.
- 4) Robert and Joyce Johnson Center for Faculty Development and Excellence in Teaching, Andrea Overbay is the director as of August 2020.
- 5) Center for Research, Experiential, Artistic & Transformative Education (CREATE) Renee Countryman, director.

Center for Community and Regional Development— Not a formal center but still cited in ongoing grants and projects, and for support of specific community-focused activities. Partners with business and industry, nonprofits, economic development, and municipalities to benefit students and the region.

Center for Student Success and Access Services (CSSAS) provides resources designed to help all students develop skills that could maximize their academic potential. These include: Content-specific tutoring
Organizational tutoring to assist with time management, organization, and stress management; Group review sessions; Services for students with documented disabilities; Success coaching and planning; skills workshops; Programming and support for first-generation college students

century—Do not capitalize in general reference (the 19th century or 19th-century prose). Capitalize when part of a proper name or title (*Century 21 Realty*, *The 21st Century by John Smith*).

Chair of Excellence in International Leadership—a former program of Posey Leadership Institute, in which an invitation was extended by the president to an individual who had held a high-profile position of leadership in a civil or service capacity. Chair holders were Oscar Arias (1996-1997), Colin Powell (1997-1998), James Baker (1999), Millard Fuller (2000), Cokie & Steve Roberts (2001), Madeleine Albright (2001-2002), George H.W. Bush (2002-2003), Kim Campbell (FALL 2003-2004), and Peter Bogdanovich (FALL 2004-2005). Was essentially replaced by the Posey Leadership Award.

chairholders—Faculty members who are appointed to endowed chairs or professorships. See Endowed Chairs and Professors addendum at end.

Challenge Coin—President Steven P. O'Day initiated a new tradition in spring 2023 of presenting a specially designed coin to members of the sophomore class to encourage students in their academic journey. The coin is presented on Declaration Day, when sophomores reach the milestone day to declare a major.

cheerleaders—At Austin College, CHEER is a competitive varsity sport with the Cheer team competing in National Cheerleading Association events; Cheerleaders also perform at home competitions of most 'Roo athletic teams.

Chemical Society—a student organization that offers students in chemistry, biochemistry, and related fields intellectual stimulation and experience in preparing and presenting material to scientific audiences.

Chi Delta Eta—a social fraternity founded in 1957.

Chi Tau Chi—Christian social fraternity founded in 1998.

Chorale—a singing group designed to provide performance opportunities for those without the musical background required for membership in A Cappella Choir, etc. *Currently not operating.*

Chromascope—Austin College's yearbook from 1899 to the mid-'90s. See [The Portal to Texas History](#) for the entire content from 1899 to 1949.

Circle K—a student organization affiliated with International Kiwanis Club. The group believes in the premise of today's college students becoming tomorrow's leaders.

class—Lowercased in general usage (*the senior class*), but capitalized when referring to a specific class (*Class of 1953 students*).

Classics Club—Student organization promoting interest/awareness of ancient Greek/Roman cultures.

Clemons Award (Heywood C. Clemons Volunteer Service Award)—an award presented to alumni and friends of the College for continued service to the College. Named in honor of long-time Board of Trustees Chair Heywood Clemons of Fort Worth who died in January 2013. Clemons served as an active member of the Board of Trustees for 21 years, 16 years as the chair until his retirement in 1997, senior trustee until his death. First awarded as Volunteer Service Award in 1996 and was named for Clemons in 1997 when he received the award in a surprise announcement. [Full list of awardees](#)

Clyce Hall—Residence hall, co-ed by floor since fall 2012, Built as a women's residence hall in 1957 and named for Thomas Stone Clyce who served as College president from 1900-1931. It includes 64 double rooms and two single-occupancy rooms. Clyce is the older of the originally women's halls. **816 N. Grand Ave.**

coach—Generally, this is an occupational description and not a formal title. Lowercase.

co-curricular—This term is preferred over "extracurricular" when writing about campus living and learning activities.

coed—Do **not** use this term in reference to an individual. (The coed arrived late.) The 2018-2019 academic year represented the 100th year of co-education at Austin College.

Coffin Courtyard (Paul and Vesta Coffin Courtyard)—the courtyard of Jordan Family Language House. Dedicated in 2000 to continue the Coffin name on the campus after Paul Coffin Residential Hall was razed in 1998 to make way for Wright Campus Center. The courtyard includes the sculpture *Eye of the Beholder* by artist B.J. Stevenson, installed in 1988. (See *Eye of the Beholder*.) In first reference, please use complete name; in subsequent references, Coffin Courtyard is acceptable.

College—Capitalize in isolation **only** when referring specifically to Austin College for the website or magazine. This is NOT capitalized in *Austin College Bulletin* and individuals may not choose to use the capitalization in personal work.

College Green (College Green at Austin College in honor of John D. and Sara Bernice Moseley and Distinguished Faculty)—The nearly two-acre area, completed in 2002, is bordered by Windsor Mall on the north and on the south by Jackson Technology Center. It's basically on the spot of the former Student Union Building. [Originally included Robert M. and Joyce Johnson Cornerstone Plaza, **which should not be referenced at all.**] The length of the name will almost always require the shorter College Green, though the full name should be used on first reference if possible. College Green is acceptable in subsequent references.

Colleges That Change Lives—A college guidebook that has included Austin College among its selected college descriptions. Written by Loren Pope. Updated and revised in 2013 by Hilary Masell Oswald upon Pope's death. Also a consortium of college admission counselors. In 2023-2024, 44 schools are included as CTCL school and highlighted on the CTCL Admission Tour.

Collins Alumni Center (Margaret Binkley Collins and William W. Collins Jr. Alumni Center)—A facility used for meetings and alumni gatherings. Dedicated in 2003 in memory of Margaret Collins and in honor of William W. Collins Jr. The **Rev. S.M. and Jewell Lockett Room** memorializes Lockett Hall. Memorial gifts have been made in honor of **Noel and Virginia Donnelly Fagg, R.B. and Martha Lawrence Aston**, and John Sillman Moore. Former campus organizations **Beta Chi Omega** fraternity and **Theta Phi Delta** sorority also are memorialized by gifts. In first reference, use the full name where possible. Collins Alumni Center is acceptable; never only Alumni Center. **809 N. Grand Avenue**

Collins Fountain (Margaret Binkley Collins Fountain)—Built in 2000 in Austin College Honors Court as part of the major renovation of Honors Court, the fountain was named by trustees to honor Margaret Binkley Collins. In first reference, use the complete name where possible; in subsequent references, Collins Fountain is acceptable.

Margaret Binkley Collins Walk—In 1980, when the Collins funded the Honors Court, a walkway was created from Zauk Circle to meet Windsor Mall at the center of campus. As the marker at the site states, the Board of Trustees named it for Margaret in appreciation for the Honors Court gift.

Margaret and William W. Collins Jr.—Margaret Binkley Zauk Collins was a 1936 alumna of Austin College, though she received her degree elsewhere. Still, Austin College was always “her” school and the home of the Alpha Delta Chi sorority, which she helped to found. She served as president of the Alumni Association and was a tireless volunteer for the College. She and her husband endowed several scholarships, donated the Honors Court, Zauk Circle Garden and Parking Lot, *Quest*, and the walkway from the Honors Circle that joins Windsor Mall. Bill was a member of the Board of Trustees. They received the Toddie Lee Wynne Award for their service.
colon—Capitalize the first letter after a colon if the clause that follows forms a complete sentence. Exceptions: titles of papers, articles, chapters, and books, in which the first word after colons will always be capitalized.

colors—Austin College's official colors are crimson and gold. PMS crimson 201; PMS gold 130. Find specific color formatting codes on the bottom right of the Media Kit online. www.austincollege.edu/mediakit/

commas—**We use the Oxford (serial) comma.** [Press releases prepared *for the media* do not include the Oxford comma as they adhere to AP Style. News on our website uses the Oxford comma.] Generally, materials for Austin College constituencies should follow basic academic rules as well as these listed below. **Always place commas and periods inside quotation marks.**

ITEMS IN A SERIES: Use a comma before the last item in a series (*Example: We colored it red, gold, and blue.*)

CLASS YEARS: No comma is needed to separate a name from a class-year designation. (*Example: John Doe '58 gave a presentation.*) Note the apostrophe that **is** needed.

DATES: Use commas to separate days, dates, and years

Note that a month alone (no date) does not need a comma between it and the year (*Examples: His presentation on Saturday, January 14, was most informative. The event was held in January 1997. We set the next meeting for July 14, 1997, in Tampa.*). *Austin College Magazine style includes no abbreviations for months.*

CITY/STATE: Use pairs of commas to separate cities from states. (*Example: John Smith of St. Paul, Minnesota, won the award.*) *Austin College Magazine style includes no abbreviations for state names.*

NUMBERS: Use a comma in most four-digit figures that reflect an actual count of things such as **money and people (1,345 applicants).**

JR., SR.: Do not use commas around these.

INC.: Do not use commas before and after the abbreviation in text (Texaco Inc.).

LLP, etc.: When possible, do NOT include P.C. (private corporation), LLC (limited liability company), etc. If possible, do not use commas before and after. If you **must** include this to replicate the company name, use commas or not based on individual company usage.

Commons—see The Austin College Commons.

company—Generally, capitalize and abbreviate (Co.) when part of a company's name.

Compass Curriculum—Compass Curriculum for Navigating a Changing World—Effective for students entering in Fall 2019. The five elements comprise the supporting requirements for graduation, in addition to choosing a major and a minor. Experience. Engage. Discover, Develop, Focus. See elements below.

- **Experience**—All students must have one **Applied Learning Experience**, three JanTerms, and a First-Year Seminar (previously C/I)
- **Engage**—The courses “Global Diversity” and “Systems of Power, Privilege, and Inequality,” plus competence in a language in addition to English complete this requirement.
- **Discover**—Four courses in Humanities, two in Social Sciences, and two in Sciences—including one with a lab—allow students to make important connections across the curriculum.
- **Develop**—Through one course in Foundational Writing, two courses in Advanced Writing, and “Quantitative Literacy” students develop key abilities crucial to future success.
- **Focus**—Students choose a major and minor, or two majors, to focus their study

composition titles—(See *titles.*) italicize

conference—*athletic conferences, See NCAA*

Consort—Select group of male and female vocalists who sing a more varied style of music than A Cappella Choir.

Cornerstone Plaza (see Johnson Cornerstone Plaza) should **not** be referenced, no longer exists
course titles—(See *titles.*)

Craig Hall—Austin College’s music building, constructed in 1962 with additions in 1972. Building had been used for art and music until the construction of Forster Art Studio Complex, Craig Hall should be used in all instances. New HVAC system installed 2020 with gifts from the Hillcrest Foundation of Dallas. **1202 E. Richards St.**

CREATE—Center for Research, Experiential, Artistic & Transformative Education, Dr. Renee Countryman is CREATE director in 2023-2024 and holds the Richardson Chair for CREATE. CREATE is the home for student research and offers opportunities throughout the year for students to show work and share knowledge. Provides grants to support publication costs for research papers. Offers students a number of workshops and sessions designed to help with all aspects of research. Sponsors the Austin College Scholars Conference.

Crimson and Gold Fund—fund designated for support of Austin College athletics

Cunningham Lectures (officially Shem Cunningham Lectureship, not used in reference to lecture title) The lectures were established by a gift from Mr. and Mrs. Shem Cunningham of Wichita Falls, Texas, so that the Austin College community might benefit from the visits of distinguished speakers. Mr. Cunningham was a 1920 graduate of Austin College.

D

days of the week—Never abbreviate in prose (*On Friday, he went to class.*).

dates—Magazine style—**No** abbreviations of months. Do not use the word “on” in reference to dates when the construct is clear without it. (*They were married January 15, not “on Jan. 15.”*). Do **not** use “th,” etc., with numerals in dates in prose (should be May 15, not May 15th). Formal invitation style may vary.

William Dean Hall—A four-floor, co-ed residence hall constructed in 1964-1965 and remodeled in the 1990s, Dean Hall, the largest residence hall, has 116 double-occupancy rooms and seven single-occupancy rooms. Floors are typically divided with freshmen men in one wing and freshmen women in the other; with upper-class men and women in the rooms between the two wings. Dean Hall is acceptable in all references. **1402 E. Richards St.**

Dean of the Faculty/academic dean—At Austin College, the Vice President for Academic Affairs also is Dean of the Faculty. The College has deans of academic divisions: Dean of Humanities; Dean of Sciences; and Dean of Social Sciences. Dr. Elizabeth Gill (arrived August 2018) should be used on first reference. Dr. Gill or Gill (depending upon usage) is acceptable on second reference. She goes by Beth.

Dean's List—Generally, capitalize both words. At Austin College, the Dean's List recognizes the top 20 percent of students taking a minimum of three graded, full-credit courses each fall term and spring term. Do **not** include the GPA cutoff (all on the list made a 3.75); it's a FERPA violation.

decades—The years 1990 through 1999 comprise the decade of the 1990s. Do not use an apostrophe before the "s" in a given decade (Wrong: 1990's. Correct: *1990s* or *the '90s*).

decision making/decision-making—Two words when used as a noun; hyphenated as a compound adjective (*decision-making abilities*).

Declaration Day—a day set aside during each spring term for second-year students to officially declare a major. The event was initiated by President Steven O'Day starting in spring 2023.

Delta Omicron—international music fraternity with a chapter on campus. Group provides performances a few times a year. This is not an honorary society included in Honors Convocation recognition. John McGinn is the sponsor.

Delta Phi Alpha—National honor society recognizing excellence in German language study.

Delta Phi Nu—A social sorority founded in 1958. (Known as Deltas (red shirts). **SUSPENDED**)

Wilma and Terence Dennis Gallery—See Betsy Dennis Forster Art Studio Complex

Departmental Honors—A student who has been performing at an exceptional level within the department of major and at distinction in other courses may be invited by the department chair to participate in the Departmental Honors Program. The department works with the student in designing an appropriate *independent* study project to be conducted during the senior year. Successful completion of the program is indicated on the student's diploma as "Honors in (Discipline or Field)."

departments, academic—Uppercase all references to department names when used in full. (*Example: Department of Music or Music Department* Also capitalize as a discipline. (*Example: His first class is in Religious Studies.*) See the [majors and minors page](#) of the website for actual department titles.

departments, non-academic—capitalize references to particular offices and departments (*Example: Office of Financial Aid; the Financial Aid Office*).

Develop—one of the five elements of the Compass Curriculum—Through one course in Foundational Writing, two courses in Advanced Writing, and "Quantitative Literacy" students develop key abilities crucial to future success.

Dickey Fitness Pavilion (Verde Dickey Fitness Pavilion)—A workout facility added to the Robert T. Mason Athletic-Recreation Complex in 2001. In first reference, please use complete name where possible; in subsequent references, Dickey Fitness Pavilion is acceptable. Do not abbreviate as DFP in prose. **1105 E. Brockett St.**

Discover—one of the five elements of the **Compass Curriculum**—Four courses in Humanities, two in Social Sciences, and two in Sciences, including one with a lab, allow students to make important connections across the curriculum.

Distinguished Alumni Awards—at a dinner the Friday evening of Homecoming the College recognizes alumni who have distinguished themselves in their profession and in their community.

[List of awardees](#)

Divisional Deans—Science – Mike Higgs; Humanities – Greg Kinzer; Social Sciences – Lisa Brown

divisions (of Austin College)—Academic Affairs, Business Affairs, Institutional Advancement, Institutional Enrollment, Institutional Marketing and Communications, and Student Affairs (*indicate formally as "Institutional Enrollment Division." for example*).

dorm/dormitory—Do **not** use in reference to Austin College residence facilities. The preferred term is "residence hall."

Drake—A social fraternity formed in 1946. (Kelly green shirt)

E

“E” Association—Alumni “E” Education Association—affinity group for alumni in educational careers.

Ebb and Flow—red steel sculpture by Kirk Lipsitz '18, 7' x 12' x 10' Polychrome Steel, 2017, located on College Green near Ida Green Communication Center. Sculpture titles should be italicized in print.

E-Communications—

[at]AC is a monthly newsletter featuring timely stories about students, faculty, staff, alumni, and campus happenings. Sent to students, faculty, staff, parents, and alumni.

Parent Newsletter is a monthly newsletter to parents with brief reminders and tips.

'Roos in the News is a monthly compilation of published news items where Austin College and/or Austin College community members are named. Sent to students, faculty, staff, parents, and alumni.

EEO/ADA Statement—“Austin College does not discriminate on the basis of age, color, disability, national origin, race, religion, gender, gender identity, sexual orientation, or status as a veteran in the administration of its educational policies and programs, employment policies and practices, enrollment policies and practices, and athletics program, as well as any other College-administered policy, procedure, practice or program. Reasonable accommodations are made for individuals with disabilities.” This statement should be included on all Austin College external publications. [check for updates]

ellipsis (...)—Treat an ellipsis as a three-letter word, with space before and after, and no spaces between the three dots. A space placed on each side will indicate that something has been omitted from a direct quote or that the writer is moving from one topic to another. A complete sentence will have its own period, followed by a space, then the three dots, space and the next sentence.

em dash—think of the em dash as a pause or parenthesis with somewhat more emphasis than a comma and somewhat less than parentheses. [*Type control-alt-hyphen simultaneously to create.*] Example: Since 2007, our fall sports—football, volleyball, soccer, and water polo—have had nothing but wins!

email—Do **not** include a hyphen; use a lowercase “e.”

emerita/emeriti/emeritus—An academic honor earned usually upon retirement, though not automatically. **No italics needed.** A complete list of [emeriti faculty](#) is included in the *Austin College Bulletin*.

Latin rule:

- emeritus – masculine singular
- emeriti – masculine plural or combined male/female group
- emerita – feminine singular
- emeritae – feminine plural

Emily Austin Society—lifetime giving society established to recognize benefactors whose total giving to the College exceeds \$1 million. Names are listed in the Honors Court.

en dash—indicates a range of times, dates, etc. 10 a.m.–3 p.m. [*Type control-hyphen simultaneously to create.*] *This is smaller than an em dash—a; en–a*

Endowed chairs and professorships—funded faculty positions awarded as honors. See Endowed Chairs and Professorships listing at end of guide for current holders.

Engage—Compass Curriculum—The courses “Global Diversity” and “Systems of Power, Privilege, and Inequality,” plus competence in a language in addition to English complete this requirement.

Environment—Student Life publication, rules and policies. <https://www.austincollege.edu/campus-life/student-life/student-life-publications/>

environmental research areas and field laboratories—Austin College owns five properties in Grayson County that serve as field laboratories for biological and environmental studies for students and faculty. See *Bratz, Buckner, Garnett, McCarley, and Sneed*.

Environmentally Concerned Organization of Students (ECOS)—A student group dedicated to the study and preservation of the environment.

Equinox—The IDEA Center itself serves as a large astronomical observatory that displays the movement of the Sun across the building's atrium through a gnomon hole and marks the spring equinox and autumnal equinox along a meridian line in the floor. The vernal and fall equinoxes are marked by a Chinese symbol for the Sun to recognize Asian contributions to knowledge of the universe; the summer solstice is marked by the Greek/Macedonian symbol, recognizing Western contributions. The winter solstice is marked by the Mayan symbol to recognize Native American contributions.

esports—Austin College has a competitive video gaming club team that competes in high-level strategy gaming with teams across the country or around the world. Gail Utter made a gift to name **The Jeffrey Kent Wattman**

Esports Program in honor of her brother. Brett Boessen of the Media Studies faculty is the sponsor. These students aren't just "playing" games but engaged in another form of experiential learning. Students are building skills and preparing for careers as writers, video editors, analysts, coaches, broadcasters, and more.

Eta Sigma Phi—A national honorary society for students majoring in Latin and/or Greek.

events—Capitalize specific Austin College events such as Commencement 2020, Baccalaureate 2021, Homecoming and Family Weekend, or College Preview.

Experience—one of the five elements of the **Compass Curriculum**—All students must have one **Applied Learning Experience**, three JanTerms, and a First-Year Seminar (previously C/I)

Explore. Belong. Make A Difference. — Official marketing tagline of Austin College's 175th Year celebration in 2023-2024.

Eye of the Beholder—sculpture by artist Ms. B.J. Stevenson, installed in Coffin Courtyard of Jordan Family Language House in 1988. The sculpture was purchased from the Drunn Mehler Gallery, Half Moon Bay, California, at a cost of \$12,900, funded by the Allen-Head Lecture Endowment and Bill Richardson '64. The acquisition was facilitated by Michael Allen '73 of Tyler, Texas.

F

faculty—When used alone, treat it as a singular noun (our faculty is the best). When referring to the people who make up the faculty, use "faculty members" to avoid confusion. A complete list of faculty members, their titles, educational background, and pertinent Austin College dates is located on page 307 of the [Austin College Bulletin](#). In some magazine feature stories, first names may be used on second reference. In news or more "professionally driven" material, use last name on second reference.

Do not refer to all members of the faculty as professors. If speaking collectively, call them members of the faculty or educators or similar. Professor is the highest rank achieved by faculty. Most new faculty at Austin College begin as assistant professor. If/when tenure-track faculty members are granted tenure, they normally become associate professors; with additional work they can be promoted to professor. Check the website directory for updates as needed. Capitalize titles for *Austin College Magazine and other print publications*. Endowed chair titles are always capitalized. "Dr. T. Hunt Tooley holds The A. M. Pate Jr. Endowed Chair of History."

faculty names—in print these faculty (list will be added to as needed) have requested the following:

Lisa M. Brown Daniel Dominick Martinella Dryburgh Daniel Nuckols

Fellowship of Christian Athletes—A national organization for student-athletes.

FERPA (Family Educational Rights and Privacy Act)—Also known as the "Privacy Act," this federal law, passed in 1974, gives students certain rights regarding information that colleges and universities maintain about them and to preserve the privacy of that information.

Finish in Four Guarantee—new Admission recruiting campaign introduced for Fall Term 2020 that promises

students can graduate in four years or the College pays the extra tuition. NO HYPHENS. May also be referenced simply as Finish in Four.

first lady—when referring to the wife of the Austin College president, we have begun using first lady. When used as a title, as in “First Lady Cece O’Day, capitalize both words. (not standard AP Style). Avoid using it beyond first reference when possible. (Invitations and programs may differ)

first-year—preferred reference to what we formerly called “freshmen.” Use as “First-year Janet Smith went on the field trip. ... All first-years went to the orientation. ... The first-years of the Class of 2024 ...” **HYPHENATE IN ALL USES.**

First-Year Seminar (formerly C/I – Communication/Inquiry) the initial course in the undergraduate program. Through special interest seminar topics, the course emphasizes enhancement of skills in writing, oral communication, computer technology, and library usage, along with attention to intellectual inquiry and critical thinking. Faculty members for the courses are the students’ mentors. Returning students may serve as First-Year Seminar Leaders (FSL)--formerly C/L)

Flats at Brockett Court—26 fully furnished, suite-style residences for juniors, built in 2011 and extending living options beyond the traditional residence halls. Each includes four bedrooms, two bathrooms, full kitchen, washer and dryer, and a living area. This complex was built with Green Building Elements, including energy and water efficiency, energy star appliances, and thermal vinyl windows. A community room offers a social space for residents. (Similar set built in 2020 named The North Flats are located north of Jordan Family Language House.)

Focus—one of the five elements of the **Compass Curriculum**—Students choose a major and minor, or two majors, to focus their study

foreign language—When referring to the College’s academic subject, use “Classical and Modern Languages.” Formal use is the Department of Classical and Modern Languages.

foreign words—Italicize when used in English text (Example: *Hasta la vista, baby!*) Emerita, emeritus, emeriti, alma mater, cum laude, summa cum laude, magna cum laude need not be italicized.

Betsy Dennis Forster Art Studio Complex—art studios on the north side of campus. The complex was made possible by a gift from Peter and Elizabeth “Betsy” Dennis Forster ’65. An artist, Betsy Forster has been particularly recognized for her oil and pastel landscapes depicting Jackson, Wyoming. The complex includes:

- **James Binkley Drawing Studio;**
- Art History Lecture Room provided by the Caruth Foundation, the Brown Foundation, and the Beulah Kahler College Fund;
- **Caroline Ross Ceramic and Sculpture Building;**
- **Wilma and Terence Dennis Gallery;**
- Seminar Room provided by the W.B. Munson and the Elias and Hannah Regensburger foundations;
- **Daniel Ross Student Gallery;**
- **Kellye Wright Samuelson Digital and Photographic Art Center;**
- Slide Library provided by the W.E. Wilcox Family.
- **Fundamentals Studio** provided by Lee and Bob Ardell

Landscaping includes the **Trost Family Courtyard** and the blue steel **Pick-Up-Stix**, by Kirk Lipsitz ’18. **1315 E. Richards St.**

Founders Society—giving society for lifetime and planned gifts of \$5 million or more. Initiated in 2012. **No apostrophe.**

fountains—Austin College is home to The Margaret Jonsson Plaza and fountains (2), The Margaret Binkley Collins Fountain, and Kappa Fountain. Jonsson Fountain(s) and Collins Fountain are acceptable on second reference. Williams Founders Plaza also contains a series of fountains, but they are unnamed beyond Williams Founders Plaza.

freshman/freshmen—(See the preferred first-year entry) We use “first-years” as the student descriptor. If there is need to use freshman/freshmen: The freshman class is comprised of freshmen students.

From the Center—the 17-foot, 1,200-pound sculpture created by James Surls and originally installed in a garden

just north of Abell Library in 1989. The sculptor notes that it is symbolic of man's aspirations. The sculpture was refurbished after deterioration from weather and installed in the atrium of Abell Library in fall 2012. Surls visited the campus in spring 2013 to view the new installation.

Fulbright Program—provides awards for international educational exchange, administered by the Institute of International Education, is distributed primarily in two categories:

“**Fulbright Student Program**” (for graduating seniors, young professionals, artists, and graduate students) and “**Fulbright Scholar Program**” (for faculty and professionals).

- Faculty and professional recipients are called “Fulbright Scholars.” This term often is used erroneously in reference to student recipients.
- Student recipients have no formal reference (*Jane Doe received a Fulbright grant*). Students named as semi-finalists and finalists should be recognized as a notable accomplishment. Alternate status should also be recognized.

G

Gamma Gamma Gamma—A social fraternity founded in 1963. It promotes brotherhood, perseverance, scholarship, and unity between members. (known as Tri-Gams--Burgundy shirts)

Garnett Prairie—An environmental research area of the College. The area is comprised of a 60-acre tract in Blackland Prairie and 10 acres of intact native prairie. Gift from Dr. Hugh Garnett, Professor Emeritus of Economics, who died in 2019. Located at 1710 Airport Dr., Denison, Texas

[Head north on FM 1417, take a left on Refuge Road, and a right on Airport Drive](#)

Gateways Program—arrangements have been made with partner graduate and professional schools that could offer qualifying students accelerated admission, partial or full scholarships, or advanced coursework opportunities (generally in summer). www.austincollege.edu/academics/grad-school-opportunities/gateways-grad-school/

gender—Use gender-neutral terms whenever possible in Austin College publications. (*Examples: Use chair instead of chairman or chairwoman. Other gender-neutral terms include spokesperson, sales representative, entrepreneur, retailer, firefighter, business leader, police officer, postal carrier, and administrative assistant. “Actor” and “master of ceremonies” are terms that may be used for both genders.*)

Ghost Ranch—A 21,000-acre study and conference center near the remote, largely Hispanic village of Abiquiu in the high desert of northern New Mexico. The ranch, owned by the Presbyterian Church, was the site for many years of a January Term program designed to resonate with the cultural traditions of the region, which include Native American, Spanish, and Anglo influences.

giving societies—groups to recognize donor giving levels of various donations, based on the donor's total lifetime and planned giving. (**Stephen F. Austin Society**—gifts of \$100,000 and more; **1849 Society**—\$500,000 and more; **Emily Austin Society**—\$1 million and more; **Founders Society**—\$5 million and more. Also, **Robert T. Mason Society**—\$50,000 and more to Athletics; **John D. and Sara Bernice Moseley Covenant Society**—those who have included Austin College in their estate plans.)

Global Outreach (GO) Dinner—a program of the Service Station through which students raise money for microcredit loans through TOSTAN. Is now more often called TOSTAN Dinner instead. (This actually was the first campus use of GO and others followed.)

Global Outreach (GO) Fellowship Program—Created through a grant from the Todd and Abby Williams Family Foundation of Dallas, the “GO” program aims “to cultivate the next generation of local, national, and global leaders by promoting innovative, experiential servant leadership opportunities around the world,” according to application materials. Students present proposals and a committee selects 10 to 15 fellows per year. Begun in 2008.

Golden 'Roos—alumni of at least 50 years. The 50-year anniversary class is welcomed into the Golden 'Roo Society at a reunion during Commencement weekend (or another designated weekend). Attendees receive a 50-year medallion from the president.

GPA (grade point average)—Abbreviation is acceptable in first usage. No hyphens or periods in the acronym.

GPS Coordinates of the College—33° 38' 49.22" N; 96° 35' 50.16" W

Grace Presbytery—district governing body of the Presbyterian Church USA) in north and central Texas, including **140 congregations** with over 27,000 members in 53 counties, Grace Presbytery is part of the Synod of the Sun. Grace hosts the four-day JHaMs (Junior High & Middle School) camp (6th through 9th grades) is held at Austin College each summer as well as the Senior High Youth Connection, an annual weekend event held at the end January/early February at Austin College

grant writer—two words

grant writing—two words; no hyphen when adjective

Great Day of Service—campus-wide service event that sends approximately 300 students to some 40 volunteer sites in the Grayson County area. Coordinated by the Service Station. Usually held first Saturday in November

Greeks—Austin College has only local sororities and fraternities (exception: Alpha Phi Omega national service fraternity.) See www.austincollege.edu/campus-life/student-life/greek-life for a current listing of Greek social organizations.

GreenServe—environmentally focused service event held each spring close to Earth Day. Co-sponsored by THINK and the Service Station.

Grum Sanctuary—**Clifford J. Grum Sanctuary**, Wynne Chapel—Renovations in 2019-2020 added the Grum name to the main sanctuary through a gift from the Mary K. and Clifford Grum Foundation of Lufkin, Texas. Renovations also included the Sallie Majors Chapel (former “Small Chapel”).

H

“H” Association—Alumni “H” Health Association—for alumni working in the health sciences

Habitat for Humanity—A student affiliate of the national Habitat for Humanity organization. Habitat members work to provide housing assistance for economically disadvantaged people. Students work with Grayson County Habitat for Humanity.

Clyde L. Hall Graduation Court—Just north of Caruth Administration Building, this site was created in 2007 as an enhanced location for the Commencement ceremony. The area honors Professor Emeritus of Economics and Business Administration Clyde Hall, a 1946 alumnus who taught at the College from 1950 to 1998. A group of Hall’s former students made financial contributions toward the landscaping project to name the area in his honor. Architecture landscape firm: Linda Tycher Associates of Dallas. **The full name is to be used in all instances.**

Hallam Citizen Scholarship (Robert and Sara Hallam Citizen Scholar Program)—A scholarship program in which students are awarded scholarships based upon prior community service and commitment to service while at Austin College. Hallam Citizen Scholar/Scholarship is acceptable on second reference.

Hannah Natatorium—Located within Robert T. Mason Athletic-Recreation Complex and funded by Katherine and David Hannah in 1971, the facility houses the College’s swimming pool and diving area and is home to water polo and swimming and diving athletes. The area also has a seated balcony. Hannah Natatorium is acceptable on all references. The natatorium is also used by community members and Sherman High School swimmers. **1105 E. Brockett St.**

Marjorie Hass—15th president of Austin College from July 2009 to June 2017. Her leadership included enhancement of the footprint of the campus by adding high-end attractive housing along two major bordering avenues of the College. Another highlight was construction of the IDEA Center. She served in leadership for several national higher education boards. Upon her leaving, the Board of Trustees added her name to the Village on Grand. She left to assume the presidency of Rhodes College, In 2021, she accepted the role of president of the Council of Independent Colleges. (Larry)

Dr. Marjorie Hass Village on Grand—Cottage-style housing on Grand Avenue and surrounding streets. Includes 24 cottages—some single, some duplex, and three triplex “mansions,”—each housing four individuals. Each fully furnished cottage has a full-size kitchen, washer and dryer, four bedrooms with full-size beds, four

bathrooms, and a living area. Each unit has front and rear covered porches and spacious backyards. Reserved parking is available for each resident. Opened Fall Term 2011. Named for 15th president Dr. Marjorie Hass upon her leaving the College in 2017.

health care—Written as two words always (unless a formal name, then follow its spelling). Do **not** hyphenate when used as a compound adjective (*health care provider*).

Heritage of Western Culture—No longer part of curriculum but brought up frequently among alumni. A longtime required three-course series, “Early Western World,” “Models of Scientific Thought,” and “Individual and Society in the Modern World,” was part of Austin College’s Foundation Dimension. Also was once known as Basic Studies, “BS.”

Shellie Ann Hersh Garden—rose garden and swings just south of Abell Library Center dedicated in spring 2012 to memorialize Shellie, devoted wife, daughter, friend, and loving mother of Jonathan '09, ('10 MAT.) Jonathan was a member of the 'Roo football team, and Ed and Shellie were ardent supporters. Shellie died on February 6, 2009, in Houston, Texas, after a valiant fight against cancer.

Hindu Students Association—group to educate the campus community about the Hindu faith and culture through traditional, religious, informative, and service-related events.

Historical Walking Tour—For the College’s 175th year, Abell Library and 175th Committee members developed an 11-stop walking tour of significant campus sites. Markers were installed on the campus grounds, and information for each stop can be found online at <https://aclibrary.austincollege.edu/175>.

holidays and holy days—Capitalize official well-known celebrations. (*Examples: Christmas Day, Fourth of July, Hanukkah, Kwanzaa, Valentine’s Day, Presidents Day*—no hyphen.)

homepage—Written as one word.

honorary degrees—Austin College generally awards the Doctor of Humane Letters degree (L.D.H.), though sometimes other areas (Doctor of Divinity) to honorees during the Commencement ceremony. The Baccalaureate speaker and Commencement speaker usually receive honorary degrees and “extra” individuals may be selected at the will of the Board of Trustees.

Honors at Commencement—1. The two graduates with the highest academic record in the graduating class receive the **J.C. Kidd Medal** and the **J.M. Robinson Medal**. The medals are equally prestigious with no distinction between the two. Faculty members select the recipients on the basis of the students’ entire academic records as reflected on transcripts, course distribution, cumulative grade point average, and credits earned. 2. **College Honors**: When noting that a student graduates with honors in a particular discipline, capitalize the “H” in Honors and the first letter of the discipline. (Example He earned Honors in Psychology.) 3. **Latin honors** are awarded as: 3.85 GPA and above, summa cum laude; 3.70 through 3.84, *magna* cum laude; and 3.50 through 3.69, cum laude. Because of privacy laws, never publish a students’ specific GPA unless permission is expressly given, and it is pertinent to a particular story.

Honors Convocation—Held each spring. Seniors wear caps and gowns; faculty members are in full academic regalia. The event honors faculty and student excellence. Scholarships and fellowships are awarded to students in academic departments. The Austin College Excellence in Teaching Award is presented and a faculty member is recognized as the nominee for the external Minnie Stevens Piper Professorship. The nomination serves as a campus teaching excellence award and comes with a stipend, as does the Excellence in Teaching Award. The Homer P. Rainey Award is also presented to an outstanding faculty or staff member. Faculty chair installations occur at the event and faculty who will retire in May are recognized.

Honors Court—Located in an area just off Zauk Circle between Wortham Center and Wynne Chapel, the Honors Court includes the names of all Austin College graduates and members of the Emily Austin Society (lifetime gifts of \$1 million and more), 1849 Society (\$500,000 and more) and Stephen F. Austin Society ((\$100,000 and more). Honors Court was constructed in 1980 with a gift from the William W Collins Jr. family of Fort Worth and was renovated in 2000. The Margaret Binkley Collins Walk connects Zauk Circle to Windsor Mall. Margaret Binkley Collins Fountain was added during the extensive renovation. Recipients of the Founders Medal also are listed.

Honor Societies—Austin College honor societies:

- **Alpha Chi**, general scholastic
- **Alpha Psi Omega**, drama
- **Beta Beta Beta**, biology
- **Chi Alpha Sigma**, student-athletes
- **Delta Phi Alpha**, German
- **Eta Sigma Phi**, classics
- **Omicron Delta Epsilon**, economics
- **Phi Alpha Theta**, history
- **Phi Beta Delta**, international scholars
- **Phi Beta Kappa**, overall academics
- **Pi Delta Phi**, French
- **Pi Sigma Alpha**, political science
- **Psi Chi**, psychology
- **Sigma Delta Pi**, Spanish
- **Sigma Pi Sigma**, physics

Hopkins Center (Arthur Hopkins Center)—Built in 1960, the building first served as the college library, but since has become home to the Social Sciences Division. The **Morris Foundation Conference Center for Entrepreneurial Studies** occupies a portion of the first floor. In first reference, please use the building's complete name; in subsequent references, Hopkins Center is acceptable. The building got a facelift of new carpet, paint, and furnishings in 2016, along with a new HVAC system. **906 N. Grand Ave.**

Hopper Store—located within the Kangaroo Coffee Co., the store offers snacks and other amenities

Sam Houston Bell—Originally installed in Huntsville in the Austin College building, the original copula and Sam Houston bell were removed and shipped to Sherman in 1882. The bell is now in the steeple of Wynne Chapel.

Hoxie Thompson Auditorium—Located on the second floor of Sherman Hall, this auditorium seats 155. All-new projection, lighting, and sound technology were added in summer 2018 to transform the space into a multi-purpose teaching and learning venue. The facility once had a balcony, which was closed in during renovations Hall to create faculty offices. See Sherman Hall. **No hyphens in name.**

Huddle Up—a gathering of coaches, staff, and athletics alumni. Hosted in our main constituency areas throughout the year.

Hughey Memorial Gymnasium—Built in 1948-1949 (Centennial of the College), renovated in the early 1970s, and again in 2001. It is part of Robert T. Mason Athletic-Recreation Complex. **Hughey Gym is acceptable in all mentions.** New flooring for the court was installed in summer 2020; named Jim Rolfe Court, as celebrated in February 2020. Originally dedicated in 1950. **1105 E. Brockett St.**

Humanities Division—Comprised of the following departments: Art & Art History; Classical and Modern Languages; Communication, Media, and Theatre; East Asian Studies; English; History; Music; Philosophy, and Religious Studies.

Ida Green Communication Center—The facility opened for use in 1972, housing Ida Green Theatre, Paul Beardsley Arena Theatre, Ida Green Gallery, Cecil Green Conference Suite, faculty offices, and classrooms. **Never referred to as “Green Communication Center,” always Ida Green Communication Center** ... (and commonly as just “Ida Green”). Also, note the singular “communication.” Will find Ida Green alphabetically listed under “I” on campus maps, etc. A **2020 update** to the first floor and main theatre renamed Ida Green Theatre to **Sally and Jim Nation Theatre and Learning Commons**. **1201 E. Brockett St.**

Ida Green Theatre—Site of many past theatrical productions. Like the building, it was **never referred to as** Green Theatre, but always Ida Green Theatre. Seated 512. Was renovated in 2019-2020 and reopened as **Sally and Jim Nation Theatre**.

IDEA Center—academic building for sciences. (Inquiry, Discovery, Entrepreneurship, Access). IDEA should be listed as ALL CAPS. Begun in June 2011, the IDEA Center opened for classes in Fall Term 2013 and was

dedicated November 8, 2013. Approximately 103,000 square feet includes classrooms and multi-purpose laboratories that support today's hands-on, experiential science curricula—32 laboratory classrooms, 40 offices, 16 lecture rooms, a 108-seat auditorium, and the domed Adams Observatory, housing a 24-inch telescope with an astronomical high-resolution image camera, the largest research telescope in North Texas. Native landscaping and a decorative pond offer environmental education opportunities as well as aesthetic features. The center houses the departments of Biology, Chemistry, Computer Science, Environmental Studies, Mathematics, Physics, and Public Health. Many named rooms and facilities are included in addition to Adams Observatory (John and Patricia Adams Foundation.). Oscar C. Page Atrium was named and “unveiled” at Commencement 2014. LEED-Gold Certified building ---rating system established by the U.S. Green Building Council and verified by the Green Building Certification Institute. **1108 E. Richards St.**

Michael Imhoff—Former Professor of Chemistry and Vice President for Academic Affairs who also served as Interim President from July 1 to October 29, 2017, between Marjorie's Hass' departure and Steven O'Day's arrival. Informally referred to as President 15.5. His wife, Janet, is an alumna.

Impact Report—annual publication somewhat like an annual report but focused on gifts and grants to the College during the past academic/fiscal year.

Independent Study Off Campus (NSOC)—These courses allow independent study at off-campus locations, sometimes abroad. Usually completed during January Term or during the summer. Arranged through Career Services.

in-depth—you can make an “in-depth” study of a subject by studying “in depth.” Never indepth.

Indian Cultural Association (ICA)—A student organization that celebrates Indian culture and values including various religious beliefs, music, and food.

Individual Study Off Campus (ISOC)—Obsolete term. ISOC was revamped during 2004 to include CSOC (Career Study Off Campus) and NSOC (Independent Study Off Campus)

Institutional Advancement Division—led by Vice President of IA, a member of the Senior Leadership Team, and includes Development, Institutional Events & Alumni Engagement, and Development Services, which includes Stewardship and Planned Giving.

Institutional Enrollment Division—includes Admission and Financial Aid.

Institutional Marketing and Communications Division—led by Chief Marketing and Communications Officer (member of the Senior Leadership Team), and includes public affairs, writers, photographers, videographers, and graphic designers.

Interdisciplinary Programs—African Studies, American Studies, Asian Studies, Cognitive Science, Environmental Studies, Gender Studies, General Studies, Latin American and Iberian Studies, Leadership Studies, Social Justice and Community Engagement, Southwestern and Mexican Studies.

International Study—see study abroad/study abroad programs.

Internet—Always capitalize.

InterVarsity Christian Fellowship (IVCF)—A student organization that presents to the campus the ideas of historical Christianity and the vision of worldwide missions.

Iota Eta—social sorority promoting elf-love, community, respect, academic integrity, and poise. Teal and gold.

IT—Abbreviation for Information Technology. IT is acceptable on second reference.

J

Jackson Technology Center (John A. and Katherine G. Jackson Technology Center)—The physical facility housing the Office of Information Technology was completed in 2002. Second-floor portions of Jackson Center are “remnants” of the former Student Union Building. IT staff and faculty collaborate to implement technology into teaching and the classroom. Information Technology includes an instructional technology lab, media services and

production, web services, student computing, and the Sherman Independent School District joint classroom. The center is also home to The Morris Foundation Product Lab and Campus Police offices. In first reference, please use complete name when possible; in subsequent references, Jackson Technology Center is acceptable. **1205 E. Brockett**

January Term—A three (+)-week academic term in January. Students take only one course during this period, allowing for more concentrated involvement in one area of study, and greater emphasis on exploration and experiential learning. January Term is capitalized in prose as it is recognized more as a program than an academic term. (Registrar and Academic Affairs likely use January term.) The shortened **JanTerm** (without spaces) is acceptable as a second reference in more casual usage, particularly within the on-campus community but also in *Austin College Magazine* and some recruitment and fundraising material. Fall term and spring term are not capitalized unless referring to a specific term. (*Example: Fall Term 2003 was an exciting time. The fall term was an exciting time*) A few courses are offered each May to fulfill January Term requirements. These are considered May Term courses.

JanServe—Service event in January much like Great Day of Service but on a smaller scale. Has involved Special Olympics Basketball Tournament for several years, as well as after-school programs in Sherman ISD.

Jazz Ensemble—This campus musical group consists of a full 20-piece band as well as smaller combos that perform both standard and contemporary pieces.

J.D.—Abbreviation for Juris Doctorate (law degree).

Jewish Students Association—group to celebrate Jewish culture and values while learning about the Jewish faith through traditional, religious, informative and service-related events.

JHaMs—Junior High & Middle School (6th through 9th grades) Presbyterian youth four-day event held at Austin College each summer, hosted by Grace Presbytery

Johnson Center (The Robert and Joyce Johnson Center for Faculty Development and Excellence in Teaching)—Established with gifts from Robert '53 and Joyce Johnson, the center provides opportunities for collaboration and sharing of teaching experiences. Regular programs include the **A.J. Carlson Lecture on the Liberal Arts**, the **Bernice S. Melvin Sabbatical Lecture Series**, and the Research and Pedagogy Lectures. The center is programmatic; the office is located in Sherman Hall 109. Andrea Overbay is the director.

Johnson Gallery (The Robert M. and Joyce Johnson Reception Gallery)—Art and reception gallery on the second floor of Wright Campus Center, outside Mabee Hall. In first reference, please use complete name when possible; in subsequent references, Johnson Gallery is acceptable.

Johnson Cornerstone Plaza (Robert M. and Joyce A. Johnson Cornerstone Plaza)—An area that connected the College Green to Jackson Technology Center. The cornerstones were moved to Williams Founders Plaza when that area was created (but no reference remains to Johnson Plaza). (**Do not reference this area. Included here just for information**)

Johnson 'Roo Suites (Robert M. and Joyce A. Johnson 'Roo Suites)—Commonly known as 'Roo Suites upon construction in 2003, the Board of Trustees named the suites for the Johnsons during its March 2005 meeting. Bob and Joyce wanted 'Roo to remain in the title. Suite-style residential facility of four buildings adjacent to Bryan Apartments, housing 152 students. The residence is available to juniors and seniors, with priority to juniors. Four students, each with a separate lockable bedroom, live in a 1,200-square-foot suite that includes two bathrooms, a common living area, and a kitchenette. In first reference, please use complete name; in subsequent references, Johnson 'Roo Suites is acceptable, never 'Roo Suites only. **1104--1110 E. Brockett St.**

Johnson Stage for Performing Arts at Kidd-Key Auditorium—Austin College helped to complete the renovation of the City of Sherman's Kidd-Key Auditorium at the Sherman Municipal Building in 2001 with gifts from trustee Robert M Johnson '53 and his wife Joyce Johnson that named the Johnson Stage for Performing Arts. With that, Kidd-Key became the home of the Sherman Symphony Orchestra.

Jonsson Plaza (Margaret Jonsson Plaza and Fountains)—Built in 1972, the plaza includes the fountain behind Ida Green Communication Center and the larger fountain and walkway in front of Dickey Fitness Pavilion and the IDEA Center. In first reference, please use complete name when possible; in subsequent references, Jonsson

Plaza is acceptable. With support from the Margaret Jonsson Family Foundation and other donors, the large fountain was renovated in 2017, maintaining the amphitheater design, with the brick tiers unchanged. The pool now is 8 feet smaller due to a circle of rocks that covers a drain system and keeps debris from the water.

Jordan Family Courts at the Russell Tennis Center—Gifts of \$500,000 in 2019 from Jordan Family Foundation of Dallas allowed the needed resurfacing of the tennis courts, plus amenities including spectator seating and shading. Dedicated in March 2023.

Jordan Family Language House—Completed in 1999, Jordan Family Language House gives students who are studying French, German, and Spanish an opportunity to use their skills by speaking only their respective languages in common areas of the residence. Also is home to the Global Living Learning Community, a cohort of 18 first-year students with deep interest in international travel, selected yearly. Students of Japanese immerse in the culture with the aid of a native speaker, though do not have the speaking requirement in common areas. As of 2020-2021, no Chinese area is offered. Includes the Coffin Courtyard, which is home to the sculpture, *Eye of the Beholder*, and a Peace Pole. **Jordan Family Language House is the only usage. 1205 E. Richards St.**

Jr., Sr.—Abbreviate and capitalize when part of a person's name. **Do not set off with commas.** (*John Q. Adams Jr. is a member of the Senior Board. Do not set off III, IV: John Martin III has retired.*)

K

KangaKrew—Asian Student Association's K-pop cover dance team

kangaroo—The Austin College mascot is Rowdy 'Roo. When shortened, it should be punctuated as 'Roo or Austin College 'Roos. The preferred logo for the Athletics Department and teams does not include the apostrophe. When referring to teams or mascot, the shortened version should still be written as 'Roos unless juxtaposition of logo and text makes it appear one is in error. Be sure the apostrophe faces the proper direction; it should appear just like "can't" or other contractions or to signify missing letters. Previous mascot name was Katy 'Roo.

Kangaroo Coffee Co. and Hopper Store—coffee shop and convenience store located in Wright Campus Center.

Kangaroo Sculpture---See 'Roo Sculpture

Kappa Fountain—The oldest fountain on campus, built in 1924 with funds from Kappa Gamma Chi Literary Society, in connection with the College Diamond Jubilee Celebration. Moved and rebuilt in 1965, then included in Windsor Mall creation in 1974 in connection with the 125th anniversary of the College and located between Clyce Hall and Hopkins Center.

Kappa Gamma Chi—Now a social sorority, founded in 1919 as a literary society by some of the College's first female students. It became a social sorority in 1940. (Known as Kappas. Purple shirts).

Keck Lab (W. M. Keck High Performance Numerics and Graphic Computing Facility)—computer workstations for work in the sciences and mathematics. Use full name on first reference when possible. Keck Lab is acceptable on subsequent reference. Located on first floor of IDEA Center

Kidd-Key Auditorium—In 2001, Austin College helped to complete the renovation of the City of Sherman's Kidd-Key Auditorium at the Sherman Municipal Building with gifts that named the Johnson Stage for Performing Arts from trustee Robert M. Johnson '53 and his wife Joyce Johnson. With that, Kidd-Key became the home of Sherman Symphony Orchestra.

Kidd Scholarship Medal—Austin College presents the **J.C. Kidd Scholarship Medal** and the **J.M. Robinson Memorial Scholarship Medal** to the two graduates with the highest academic records at Commencement (with no distinction between the two). The Kidd Medal is made possible through the generous gift of a Houston resident in memory of his friend J.C. Kidd and was first presented in 1940.

Kramer Outback—**Larry Kramer Outback**—The Outback, created in 2011 for football tailgating, was named Larry Kramer Outback in 2014 at Homecoming. **Coach Kramer** led the 'Roo football team from 1973 to 1982, guiding the team to the 1981 NAIA National Championship. His 50 wins at Austin College remain the second

highest of any coach in 'Roo football history, and he finished his time in Sherman with an overall record of 50-43-6, including a 35-7-1 mark over his final four seasons. He left Austin College to become the head coach at Emporia State University in Kansas, where he coached from 1983 to 1994. In 2003, Kramer was honored by Austin College with the prestigious Coach Joe Spencer Award for Meritorious Service and Lifetime Achievement in Coaching. He died in 2014. Tailgating for alumni, parents, and friends is available for all home football games and is staffed by Institutional Advancement staff and volunteers. **Kirk Lipsitz '18** built the smoker for Kramer Outback to the specifications of **Billy Core '75**, who was named "**Head Pitmaster**" in 2018, receiving a proclamation from President O'Day and tools engraved with his name.

L

"L" Association—Alumni "L" Law Association—for alumni in law-related professions.

Lake Campus—(**Robbie Kubela Rogers Lake Campus**)—A 27-acre recreational area located on Lake Texoma. In recruitment material, refer to this Austin College location as a recreational area rather than a lake campus when not using the full title, which should be used on first reference when possible.

Lambda Chi—A social fraternity founded in 1981. (Black shirts)

Latin honors—Latin honors are awarded at Commencement as: 3.85 GPA and above, summa cum laude; 3.70 through 3.84, magna cum laude; and 3.50 through 3.69, cum laude. No italics needed. Because of laws regarding privacy, never publish a student's specific GPA unless permission is expressly given **and** it is pertinent to a particular story.

Law Symposium—(See *Kenneth W. Street Law Symposium*)

Leadership Award—(See *Austin College Posey Leadership Award*)

Leadership Institute—(See *Posey Leadership Institute*)

Learning, Leadership, Lasting Values—Official marketing tagline of Austin College's Sesquicentennial (150th Anniversary) celebration in 1999. Used by many for several years after but it is no longer used.

Legends—Event celebrating alumni who participated in Austin College athletic programs. Held in July or August, the event includes Ralph "Slat" McCord Golf Tournament, Athletic Hall of Honor inductions, recognition of the Coach Joe Spencer Award for Lifetime Achievement and Meritorious Service in Coaching honoree, and recognition of the Kedric Couch Alumni Coach of the Year in men's and women's coaching (2 awards). Legends proceeds benefit the Athletics Crimson & Gold Fund.

LGBT Association—reunion group, not truly an approved alumni association, but operates much the same.

liberal arts and sciences—Austin College is a liberal arts college. However, use "liberal arts and sciences" to describe the education or curriculum.

Lilly Program—A defunct program, initially funded with a grant from the Lilly Endowment, that provided grants for the "theological exploration of vocation" at Austin College through internships. This translated into the Vocational Internship Program when the Lilly funds were depleted. No funding since 2012-2013.

Live Oak Grove—Alongside the walk between Thompson Hall and the north corner of Dean Hall, 12 live oaks were planted in 1919 as a memorial to the College's World War I dead.

livestream—one word in all usages, livestreamed (AP)

Los Amigos—A student organization that promotes awareness of Hispanic culture.

Luckett Hall—Built in 1907-1908, this campus facility was the oldest functioning residence hall in Texas until mold discovered in summer 2002 ended its use as a residence hall. Razed in 2004.

Luckett Room (The Rev. S.M. and Jewell Luckett Room)—This room in Collins Alumni Center memorializes Luckett Hall. Use full name on first reference; Luckett Room is acceptable on subsequent reference. A display of wood pieces that are sections of actual wood flooring from Luckett Hall are included in Collins. Alumni had option to purchase a piece and have their signatures engraved.

M

Mabee Hall (J.E. and L.E. Mabee Foundation Hall)—Large dining and meeting area on second floor of Wright Campus Center. In first reference, please use complete name when possible; in subsequent references, Mabee Hall is acceptable. Do not use Mabee **Banquet** Hall.

Mace—The College mace is carried by the College marshal preceding the president at the head of all academic processions. A mace was carried as a readily available weapon for the opening of official events in medieval England but later became a ceremonial symbol of office. The College mace is made of a wooden shaft carved from a charred timber taken from Austin College's original masonry building in Huntsville, which was severely damaged by fire in 1982. The shaft is topped by the crest of Austin College.

major—(See *Compass Curriculum, Focus*.) As of 2004-2005, Austin College students are required to have a major and a minor or two majors for graduation. In the *Compass Curriculum*, this is addressed through FOCUS. Majors and minors listing: <https://www.austincollege.edu/academics/majors-and-minors/>

Sallie Majors—Mrs. Sallie Kennedy McLane Majors (1885-1975) was a leader in Presbyterian Christian education at the congregational, regional, and national level. She also was the great-aunt of Robert M. Johnson '53, who has memorialized her in several gifts to Austin College. Mrs. Majors also introduced John D. Moseley and Sara Bernice Honea as young people. She remained significant in their lives after the marriage. John D. Moseley was president of the College from 1953 to 1978. See **Sallie Majors Chapel** and **Sallie Majors Religious Life Interns**.

Sallie Majors Chapel—the secondary chapel area within Wynne Chapel was renovated and named in 2019-2020 with gifts from Robert '53 and Joyce Johnson. Previously known as "the Small Chapel." Named for Sallie Majors. (See above listing.)

Sallie Majors Religious Life Interns—Created in 1998 with a gift from Robert M. and Joyce Johnson '53 in memory of Mrs. Sallie Kennedy McLane Majors (1885-1975). (See above listing.) The program in her memory created internships for students to work with the Austin College chaplain to plan and promote all aspects of the Austin College Religious Life Program, including the ACTivators ministry.

Marshal—the College Marshal is responsible for coordinating and directing the procession and formal aspects of important events at which students and/or faculty proceed, such as Opening Convocation, Honors Convocation, and Commencement. The marshal is appointed by the president for a five-year term, the first term of which is

spent as an assistant to the retiring college marshal. Four assistant marshals share responsibility for students, faculty, and platform party. Current marshal is Nate Bigelow.

Mascot—newly named in fall 2021, **Rowdy 'Roo** also has a new uniform and look.

Mason Complex (Robert T. Mason Athletic-Recreation Complex)—A College athletic facility comprised of **Sid Richardson Center, Hannah Natatorium, Hughey Gymnasium, and Verde Dickey Fitness Pavilion**. It was created in 2001 with construction of the exterior entryway and extensive internal renovations. The building is named for longtime Coach and Athletic Director Robert T. Mason '52. In first reference, please use complete name; in subsequent references, Mason Complex is acceptable. **1105 E. Brockett**

The complex includes:

- ❑ The Sam W. Ross Lobby, funded by Caroline Ross, a member of the Hughey family, in honor of her father. 2002
- ❑ The Ann Mason Lobby, funded by Robert Johnson '53, trustee, and his wife, Joyce, of McLean, Va. 2002
- ❑ The Edward H. Phillips Athletics Administrative Suite, funded by Vic Lattimore '72, Austin College senior trustee of McKinney, in honor of Phillips, Austin College emeritus professor of history. 2002
- ❑ The Slats McCord Hall of Honor Room, named to honor McCord '50, long-time coach at Austin College, funded by alumni and friends. 2002
- ❑ The Duke Babb Classroom, for Babb '57 of Tulsa, Okla., funded by alumni and friends. 2002
- ❑ The Henry Sory Conference Room, for Sory '47 of Sherman, funded by alumni and friends. 2002
- ❑ The Cawthon Classroom, for historic coach, the late Pete Cawthon, funded by alumni and friends. 2002
- ❑ The Nick Cheek Breezeway, for the Lloyd Plyler construction site manager who died during the renovation project, funded by friends. 2002
- ❑ Jim Rolfe Court in Hughey Gym, funded by alumni and friends. 2020 (correct, not transposed)
- ❑ Gene Day Court in Sid Richardson Center. 2005

Robert T. Mason Society—giving society whose members have made lifetime gifts of \$50,000 or more designated to Athletics Enrichment through the Crimson & Gold Fund. Named for longtime coach and athletic director Robert T. Mason '52.

Master of Arts in Teaching—(See *Austin Teacher Program*.)

Master of Medical Science—(See *Austin College Physician Assistant Program*)

May Term—January Term-type travel courses scheduled in May for better weather or to better accommodate faculty or student schedules. May be only 1 or 2 per year.

Howard McCarley Pavilion—An open-air structure for activities and discussion at Sneed Environmental Research Center. Built in summer 2005, the pavilion also provides restroom facilities. An observation tower also was built at the time. A mural of Texas wildflowers and grasses of the four seasons, painted by **Julie Lobrecht Crownover** '98, was installed in April 2009.

McCarley Woods Nature Preserve—a 12-acre site that is primarily upland hardwood forest. Gift of Howard and Marian McCarley. Howard was an alumnus and a professor of biology. The property is located at 2609 Pink Hill Rd., Bells, Texas

McCord Award—Austin College James I. McCord Award honors alumni who have made outstanding contributions to the life of the Presbyterian Church (USA) on a national level. Established by the College's Board of Trustees in 1999 in conjunction with the College Sesquicentennial. The award was named for McCord '38, a long-time president of Princeton Theological Seminary, to honor Austin College alumni who have demonstrated the depth of service to the church that McCord exhibited throughout his life. The award, established in 1999 in connection with the Sesquicentennial of Austin College, is presented only as the College Board of Trustees deems appropriate. (James was a cousin of Slats McCord)

1999 John F. Anderson Jr. '41

1999 James E. Andrews '53

1999 Shirley Guthrie '49

1999 Patricia McClurg '61

1999 Sara Bernice Moseley '74 honorary alumna)

1999 C. Ellis Nelson '36

1999 David Still '33

2006 Eugene March '57

2013 Laura Shelton Mendenhall '69

medals—Austin College presents the **J.C. Kidd Scholarship Medal** and the **J.M. Robinson Memorial Scholarship Medal** to the two graduates with the highest academic records at Commencement. The Kidd Medal is made possible through the generous gift of a Houston resident in memory of his friend J.C. Kidd and was first presented in 1940. The Robinson Medal is given in memory of Mr. and Mrs. J. M. Robinson of McKinney and was first presented in 1935.

Bernice S. Melvin Sabbatical Series—A program of the Johnson Center for Faculty Development and Excellence in Teaching. "Honors Professor Emerita of French Dr. Bernice Melvin, who taught at Austin College from 1980 until her retirement in 2015. As a department chair, dean of Humanities, and Johnson Center director, Bernice was an indefatigable supporter of faculty autonomy and research and fostered a collegial environment of scholarly creativity and innovation across all Austin College divisions and disciplines." Previous is approved language for descriptor. Melvin died July 29, 2020.

mentors—Mentors work with the student on an individual basis regarding the student's personal interests, needs, and goals. Mentors are faculty members who serve as advisors and teach First-Year Seminar (formerly Communication/Inquiry-C/I). The term mentor indicates a special kind of student-faculty rapport that should assist the student in adjusting academically to college life and in using effectively the resources of the institution.

minor—As of 2004-2005, all students are required to complete a major **and** a minor (or a second major). In Compass Curriculum, major and minor study is represented by FOCUS. Minors are available in many academic areas. Minors only are offered in Accounting; Art History; Asian Studies; Cognitive Science; Data Science and Analytics; Education; Ethics; Exercise & Sport Studies; Global Science, Technology, and Society; Japanese,

Leadership Studies; Neuroscience; Nonprofit Organizations and Public Service; Southwestern and Mexican Studies; and Western Intellectual Tradition. <https://www.austincollege.edu/academics/majors-and-minors/>

Mission of Austin College—Austin College is a private, residential, co-educational college dedicated to educating undergraduate students in the liberal arts and sciences while also offering select pre-professional programs and a graduate teacher education program. Founded by the Presbyterian Church in 1849, Austin College continues its relationship with the church and its commitment to a heritage that values personal growth, justice, community, and service. An Austin College education emphasizes academic excellence, intellectual and personal integrity, and participation in community life. Thus Austin College affirms the importance of:

- A community that through its size, diversity, and programs fosters lively intellectual and social interaction among persons of different origins, experiences, beliefs, accomplishments, and goals.
- A program that does not discriminate with regard to religion or creed, gender, gender identity, national or ethnic origin, physical disability, age, or economic status
- A faculty that acknowledges teaching, sustained by active commitment to professional growth and development, as its primary responsibility
- A student body of committed learners, actively involved in the programs of the college and in service to the greater community
- A climate of civility and respect that encourages free inquiry and the open expression of ideas
- A non-sectarian education that fosters the exploration and development of values through an awareness of the world's religious, philosophical, and cultural traditions

The mission of Austin College is to educate students in the liberal arts and sciences in order to prepare them for rewarding careers and for full, engaged, and meaningful lives.

Mock Trial—one segment of Advocacy programs begun in Fall Term 2014 that has fielded teams in competitions around the country. Held first Austin College Tournament in 2015. Later named that tournament Kangaroo Brawl, with the first one held in 2018. Sherman attorney **Ed Richardson '95** is the team coach and director of Advocacy programs, as well as adjunct assistant professor. Through General Studies, a .25 course credit is earned per semester and may be repeated up to 1 credit.

Model United Nations—Conferences at which Austin College students regularly compete, representing their assigned delegation in United Nations simulations. When abbreviating, do not use periods (example: Model UN). Austin College has participated in NMUN in New York City for approximately 40 years (Recognized in 2012 for 30 years or more participation). Austin College has a long history of outstanding participation in Model UN competitions, making a first appearance in 1963. Beginning in 1983, the college has annually attended Model UN competitions and won top honors. Students attend the National Model United Nations conference each spring in New York City and in the past, attended sessions in Atlanta, Chicago, Washington, D.C., Hawaii, China, and the Czech Republic.

money—For amounts up to \$999,999, use numerals (*Example: He gave \$1,000*). For larger amounts, use a combination of numerals, decimal designations, and the words “million,” “billion,” or “trillion” (*Examples: She earned \$1 million. The company's net loss was \$1.3 billion. No hyphen used with million when used as an adjective, i.e., a \$3 million gift, etc.*).

months—Magazine style—Spell out. No comma needed for month and year only (*January 2013 was a cold month. Use commas with the year: January 5, 2013, was the first day of the semester.*).

Moody Center—Constructed in 1965 as Moody Science Center, it served as home to the Physics, Chemistry, and Biology departments as well as the Math and Computer Science Department and the Center for Environmental Studies until opening of the IDEA Center in fall 2013. A few offices of the first floor now house some staff in the Institutional Marketing & Communications division, along with the IMC Professional Intern Program. **1300 E. Richards St.**

Moot Court—a segment of the Advocacy program, begun in Fall Term 2014. [Mock Trial, Arbitration, and Moot Court]

Mo-Ranch—Presbyterian conference center in the Texas Hill Country.

The Morris Foundation—always written as **The** Morris Foundation

The Morris Foundation Conference Center for Entrepreneurial Studies—interactive classroom/conference room with full connectivity located on the first floor of Hopkins Center. Includes a streaming LED stock market ticker, computers, laptops, conference setting. Funded by The Morris Foundation, the conference room was dedicated in February 2012.

The Morris Foundation Product Lab—Located in Jackson Technology Center, the Lab includes a maker space with 3D printers and collaboration rooms. Funded by The Morris Foundation.

John D. Moseley—12th president (1953-1978) and chancellor (1978-1981) of Austin College. Credited with time of tremendous growth and change, physically, socially, and academically. 1950s: Clyde Hall, Baker Hall, and Wynne Chapel, 1960s: Arthur Hopkins Library, Moody Science Center, Craig Hall, Caruth Hall and Dean Hall, and Guy M. Bryan Apartments were constructed. 1970s: Jonsson Plaza, Windsor Mall, Ida Green Communication Center, Sid Richardson Recreation Center, and Hannah Natatorium. Also, Robbie Kubela Lake Campus on Lake Texoma. Also very influential in higher education in Texas; instrumental in forming Independent colleges and Universities of Texas (ICUT) and was active in securing legislation for Texas Tuition Equalization Grant. Received an honorary Doctor of Humane Letters from Austin College in 1999. Died in 2009. See following entries. Also honored with John D. Moseley Chair in Government and Public Policy and the College Green at Austin College honoring John D. and Sara Bernice Moseley and Distinguished Faculty, and Moseley Room in Wright Campus Center.

John D. Moseley Alumni Scholarship—Long awarded as the Alumni Scholarship, the Moseley name was added in April 2007 to honor Dr. Moseley's impact upon Austin College. A student must be nominated by a member of the Alumni Association. This is NOT a legacy scholarship.

John D. and Sara Bernice Moseley Covenant Society—In 1986, the Austin College Board of Trustees established the Covenant Society as the means for recognizing donors who named the College as a beneficiary in their wills, trusts, retirement plans, life insurance policies, or gift annuities. In 2012, the trustees renamed the Society as the John D. and Sara Bernice Moseley Covenant Society in order to honor the transformational impact and inspirational influence of Dr. and Mrs. Moseley.

Moseley House—Home donated to the College in 2003 through a planned gift established by John D. and Sara Bernice Moseley. **1101 N. Grand Avenue**. Now home of the College chaplain.

Sara Bernice Moseley—wife of the 12th president of Austin College and one of the most beloved figures in Austin College history, participating in more than 60 years of college life before her death in 2013. Also a trailblazing Presbyterian force, in 1978, she was first woman elected moderator of the Presbyterian General Assembly. She was a 1974 honorary alumna of the College and received an honorary doctorate in 1978. Died in 2013.

Sara Bernice Moseley Scholarship for Outstanding Presbyterian Students—Named for former first lady of Austin College, Sara Bernice Moseley by the Board of Trustees, these scholarships are awarded to active members of Presbyterian Church (USA) congregations.

multidisciplinary—No hyphenation. The term refers to three or more academic disciplines.

musical organizations—Woodwind, Brass, and String Ensembles; Austin College Chamber Orchestra; Austin College Jazz Ensemble; Austin College Concert Band; 'Roo Pep Band; A Cappella Choir; Chorale; Consort, Quartette. Sherman Symphony Orchestra – see separate entry.

Muslim Student Association (MSA)—student organization that promotes understanding of the religion and culture of Islam.

N

Sally and Jim Nation Learning Commons—study and gathering areas on the first floor of Ida Green Communication Center, created in spring and summer 2020 with gifts from Jim and Sally Robinson Nation '64. Sally is also a member of the Board of Trustees.

Sally and Jim Nation Theatre—the main theatre in Ida Green Communication Center. Was completely renovated in spring and summer 2020 with gifts from Jim and Sally Robinson Nation '64. Sally is also a member

of the Board of Trustees. Seats 503, including wheelchair accessibility. Modernized theatrical lights and controls as well as the stage area with new curtains and rigging. Replaced sound system and upgraded speakers; installed a laser projector and large retractable screen for visual effects, presentations, etc.

Sally and Jim Nation Theatre and Learning Commons—the combined Nation gift. The first floor of Ida Green Communication Center, renovated in 2020, to create student seating for meeting and learning opportunities and the theatre. (above)

NCAA Division III—Austin College’s collegiate athletic association. Division III is non-scholarship. NCAA is acceptable in all references. (See also SCAC—*Southern Collegiate Athletic Conference*, SAA—*Southern Athletic Association (football only)*, *Mountain Pacific Sports Federation (men’s water polo only)*, and *Collegiate Water Polo Association (women’s water polo only)*).

NSOC (Independent Study Off Campus)—These courses allow student-driven independent study at off-campus locations, sometimes abroad. Usually completed during January Term or the summer.

nicknames—Note nicknames, if necessary, within quotation marks (*Gene “Duke” Babb*). Do not use accepted short names as nicknames. (Not Joseph “Joe” Jones; use Joseph or Joe as appropriate.)

nonprofit—one word, no hyphen as noun or adjective

noon—Use “noon” and “midnight.” It is redundant to use the numbers and notations together (*Incorrect: He will arrive at 12 noon.*). In invitations, capitalize.

North Flats—Fully furnished, suite-style residences with 130 beds, extending living options beyond the traditional residence halls. Most includes four bedrooms, two bathrooms, full kitchen, washer and dryer, and a living area. A community room offers a social space for residents. **1204 N. Hurt St.**

North Mall—the area between Dean Hall and Forster Art Complex down to Jordan Family Language House was dedicated as the North Mall in June 2010 after the new, wide sidewalk was installed and trees planted. Additional landscaping was also installed to hide pipes, etc. Betsy Forster and Louise Jordan attended the dedication.

numbers—Spell out zero through nine and use figures/numerals for 10 and above. Fractions, such as two-thirds, should be spelled out. If paired with a whole number, use the decimal system: 2.25. Percentages, measurements, points, speeds, temperatures (except Zero) distances, GPAs, and ages should always be represented by **figures**. In headlines, use figures/numerals, even for 1 through 9. Sample uses: first place; second quarter; 10th inning; a3-pointer with 0.2 seconds left; 3-of-8 shooting; he made 3 of 4; the 6-foot-5 player; the 6-5 tight end; the 5-yard line; Game 6; The final score was 21-14. The team won its fourth game in 10 days.

O

Observer—The Austin College student newspaper, published online only as of Fall Term 2012 and on hiatus as of Fall 2023.

O’Day—Steven O’Day is the 16th president of Austin College. He assumed leadership on October 31, 2017. His wife is Cece. See entry for “*president.*”

Omega Zeta—local social sorority chartered in 2000 to encourage individuality and promote their five pillars: service, academics, identity, leadership, and sisterhood. (Known as OZs .Light blue/yellow shirts)

Omicron Delta Epsilon—An international honor society for students in economics.

online —Written as one word, no hyphen.

Outback—tailgating area at Apple Stadium begun in 2011. Named for Coach Larry Kramer in 2014. See *Larry Kramer Outback*.

Outback Day—a series of one-day events offered by the Admission Office for prospective students to experience a day on the Austin College campus. Visitors take a campus tour, attend information

sessions, sometimes visit classes, and learn about the application process. Generally scheduled on federal holidays when public schools have a day off.

Outback Guide—Student Life college policy booklet <https://www.austincollege.edu/campus-life/student-life/student-life-publications/>

Jno. E. Owens Conference—The Jno. (pronounced John) E. Owens Foundation of Dallas was established by Mrs. Owens in memory of her husband, a prominent Texas banker. During his lifetime, Mr. Owens was intensely interested in international relations, and it was his wish to establish a foundation that would memorialize his lifelong interest in international relations. The broad objective of the Jno. E. Owens lectures is to enlarge public understanding of international economic forces in the philosophical context of free trade. Austin College and SMU hold the conference in alternating years. Held at Austin College in 2019. Daniel Nuckols usually coordinates.

P

Page Atrium—Oscar C. Page Atrium, IDEA Center—At Commencement 2014, following the IDEA Center’s November 2013 dedication, Page Atrium was unveiled as a surprise from family and trustees to honor the 14th president. The \$1.2 million raised for the naming gift, spearheaded by Bob Wright and Bob Johnson, supports scholarships. Use the full name on first reference; Page Atrium is acceptable on second reference.

Oscar and Anna Laura Page Meditation Garden—built in summer and fall 2021 and dedicated during Homecoming, the garden provides a labyrinth walk as well as a columbarium. Use full name upon first use when possible. Page Meditation Garden is acceptable on second reference.

Page Plaid—Austin College Page Plaid—designed from the traditional Austin Plaid and reflecting the Scottish heritage of Austin College’s namesake Stephen F. Austin. The addition of crimson and gold made it uniquely Austin College. The plaid was created to honor Oscar C. Page, 14th president of Austin College, and his Scottish heritage, for his retirement. A woven sample of this tartan has been received by the Scottish Register of Tartans for permanent preservation in the National Records of Scotland. This tartan may only be woven with the authority of Austin College, Texas, or their agent.

Oscar C. Page—14th president of Austin College. His leadership, 1994-2009, saw several capital improvements to the campus including Jordan Family Language House, Jerry E. Apple Stadium, Robert J. and Mary Wright Campus Center, Robert M. and Joyce A. Johnson ’Roo Suites, and Betsy Dennis Forster Art Studio Complex, as well as the first efforts toward the funding of the IDEA Center. Page also oversaw renovation of David E. and Cassie L. Temple Center for Teaching and Learning at Thompson House and of Wortham Center, and creation of the John A. and Katherine G. Jackson Technology Center; the Margaret Binkley Collins and William W. Collins, Jr., Alumni Center; and the College Green in Honor of John D. and Sara Bernice Moseley and Distinguished Faculty. In establishing the Robert T. Mason Athletic-Recreation Complex, all the athletic facilities within were renovated and the Verde Dickey Fitness Pavilion added. Later, baseball’s Baker Field and Stadium were refurbished, and Russell Tennis Stadium was relocated and updated. Plus, landscaping and other projects significantly enhanced the entire campus, particularly the addition of the Margaret Binkley Collins Fountain, the Clyde L. Hall Graduation Court, and the Sandra J. Williams Founders Plaza. Received honorary doctorate in 2014 when Oscar C. Page Atrium in IDEA Center was dedicated in a surprise announcement. (Anna Laura)

PATH Leadership Program—See Professionalism And The Humanities Leadership Program

Peace Poles—Two Peace Poles are located on campus. One is in the Coffin Courtyard of Jordan Family Language House (2000) and the other (2001) is in the Serenity Garden, just south of Dean Hall. Ms. Kayoko Tanaka ’83 brought the four-sided Peace Pole to Homecoming in 2000, and it was planted in the courtyard of the Jordan Family Language House with the same message in the four languages taught at AC: French, Spanish, German and Japanese. The Goi Peace Foundation of Japan sponsored thousands of these poles around the world. The Serenity Garden pole says “May Peace Prevail on Earth” in Pashto, Hebrew, English, Hindi, Persian, and Arabic.

Peace, Unity, Racial Harmony, and Equality of women and men (PURE)—student organization promoting the oneness of mankind, world peace, race unity, and the equality of men and women. May not be currently active.

people—In general, use “people” not persons.

People Reaffirming identity Differences and Educating (PRiDE)—An organization comprised of gay, lesbian, bisexual, and heterosexual students and faculty concerned with providing a safe environment for students, regardless of sexual orientation, to discuss topics related to, harassment against, and the rights of gay, lesbian, and bisexual people. May not be currently active.

Pep Band—See *'Roo Pep Band*

percent—use the “%” sign in prose as well numerical charts and headlines (*Headline: Board Grants Employees 4% Raise*). Use numerals when stating percentages (*The stock increased 4 to 15%.*)

period—Always place a period **inside** quotation marks (as you do commas).

periodicals—(*See titles.*)

Ph.D.—Denotes doctorate of philosophy. Do **not** use “Ph.D.s” or “Ph.Ds.” Use “doctorates, Ph.D. degrees, or doctoral degrees” (*Example: Together, they have several Ph.D. degrees. He has earned several doctorates.*).

Phi Alpha Theta—national history honor society

Phi Beta Delta—honor society for international scholars

Phi Beta Kappa—A national honorary scholastic society for top students in the senior class. The Austin College chapter is Iota of Texas, which was installed in 2001. In addition to senior inductees, an alumna or alumnus is usually inducted each spring.

Phi Kappa Omega—A social fraternity founded in 1989. (Known as Phi Kaps – red, white, and blue)

Philosophy, Politics, and Economics—PPE—An academic program designed to allow students to move beyond a single discipline and engage in an integrated and intentional study of philosophy, political science, and economics in understanding historical events and the relationships between contemporary ideas. Experiences within the PPE Program allow students to develop skills in critical thinking, public speaking, research methodology, argumentation, and problem solving. Mark Hebert holds the Richardson Chair for PPE.

Phi Sigma Alpha—The oldest social fraternity on campus founded in 1932. Members promote brotherhood, scholarship, and the pursuit of excellence in all endeavors. (Known as Phi Sigs). **Celebrated 100th year in 2022.**

Physical Plant—department of building/grounds maintenance staff and technicians. Physical address **603 N. Porter.**

Physician Assistant Program—referred to as PA Program. A newly established two-year graduate program that grants a Master of Medical Science degree. The program received provisional accreditation in October 2023 and will matriculate the first class in June 2024. Housed in the Austin College Health Campus, a satellite campus in completely remodeled office and classroom space in Denison, next door to Texoma Medical Center. Address is **4616 S. Hwy 75, Denison, TX 75020.**

As of fall 2023, All printed material about the Austin College PA Program must include the following statement: *The ARC-PA has granted Accreditation-Provisional status to the Austin College Physician Assistant Program sponsored by Austin College. Accreditation-Provisional is an accreditation status granted when the plans and resource allocation, if fully implemented as planned, of a proposed program that has not yet enrolled students appear to demonstrate the program’s ability to meet the ARC-PA Standards or when a program holding Accreditation-Provisional status appears to demonstrate continued progress in complying with the Standards as it prepares for the graduation of the first class (cohort) of students. Accreditation-Provisional does not ensure any subsequent accreditation status. It is limited to no more than five years from matriculation of the first class.*

phone numbers—Austin College style includes periods rather than parentheses to separate. 903.813.2000

Pi Delta Phi—national honor society in French

Dr. Jack M. Pierce Memorial Soccer Complex—Supporting men’s and women’s soccer play, the complex was dedicated September 30, 2017. Memorializes Pierce, a beloved member of the Biology faculty from 1967 until his sudden death in 2016 and a faithful supporter of all 'Roo athletics. Lights and signage were added with gifts from Jack’s children, John Pierce and Laura Pierce Weldon, and donations from Bob and Lee Dean Ardell '74; Tom

Hall '78; Ann Ross'66; President Emeritus and First Lady Emerita Oscar and Anna Laura Page; and Don and Nan Davis, then-Vice President of institutional enrollment.

Pi Sigma Alpha—A national honor society for political science (and international studies here).

Planting Seeds—Planned Giving newsletter/brochure

possessives—for singular proper names ending in “s,” add only an apostrophe (Jesus’ life, Chris’ bike); for plural nouns ending in s, add only an apostrophe (the girls’ toys, states’ representatives); [possessives could be an entire page here but except for the above, most are fairly simple.]

p.m./a.m.—Use periods and lower-case letters. (*Examples: 8 a.m.; 7:30 p.m.*) [Usage in invitations and programs may vary to include the more formal 7:00 a.m., etc.]

Posey Leadership Award—(see Austin College Posey Leadership Award)

Posey Leadership Institute—Founded in 1995 by then-president Oscar Page, the Institute focuses upon the exploration of theories and practices of leadership, as well as experiential learning through internships, community mentors, service, and outreach. The first students enrolled in fall 1995. In 2002, the Posey name was added based upon substantial gifts to endow the program from Lee and Sally Posey. Originally 15 freshmen per year were admitted with a substantial scholarship. The institute now focuses more on programming for all students and the minor in leadership studies. Should be referred to as Posey Leadership Institute.

Pouch Club—Wright Campus Center grill, one of three locations providing food service on campus. Though known on campus as “the Pub,” the proper name should be used in any invitations or externally focused communication.

POWER Austin College Campaign—\$125 million fundraising campaign publicly announced in November 2018. Funding for capital, operating dollars, and endowment. “Treasure our legacy. Transform our future.” The campaign was successfully completed in 2020.

PPE—see entry for **Philosophy, Politics, and Economics**

Pre-Health Society—a career-oriented student organization to provide a support network for Health Science students. Formerly Pre-Medical Society. Advisor: Dr. Kelly Reed, Assistant: Dr. Chris Goldsmith.

Pre-Law Society—A career-oriented student organization. Speakers of various legal interests are invited to share their expertise and insight about this growing career. Frank Rohmer is advisor.

Presbyterian Church (USA)—the religious denomination with which Austin College is affiliated. It is not a Presbyterian college; it has a “*covenant relationship with the church*.” Place “USA” in parentheses, **no periods**.

president—Steven P. O’Day, J.D., L.D.H., is the 16th president of Austin College as of October 30, 2017. His wife is Cece. Steven also holds the **Cecil H. and Ida M. Green Chair in Creative Educational Leadership**. Because he holds a law degree (J.D.) rather than a Ph.D., he does not use “Dr.” as a title. It is best to refer to him as President O’Day in instances in which faculty are referenced as Dr. As of 2021, he holds an honorary Doctor of Humane Letters so uses the L.D.H. See www.austincollege.edu/about/office-of-the-president/past-presidents/ for information on past presidents.

President’s Circle—giving club recognizing annual gifts to the College of \$1,000 or more.

Presidents Day—no apostrophe

President’s Home at Wood House—921 N. Grand Avenue. This is the preferred listing in all cases.

President’s Medallion—the symbol of office and the authority vested by the Board of Trustees in the President of Austin College. The medallion was designed by Dean Rollin M. Rolfe. It consists of a gold sunburst bearing the official seal of Austin College; the names and dates of service of each President are engraved on the reverse side. In the original Student Union Building, the Medallion Room was designation for the use of Presidential lunches and official functions. It included the portraits of the presents of the College by artist Victor Lallier.

President's Visiting Council—select group of alumni and friends charged with the mission to promote the accomplishments and advancement of the College. Possibly defunct.

PRIDE—(See *People Reaffirming identity Differences and Educating*)

Privacy—(See FERPA entry.)

problem-solving—hyphenated as noun or adjective (AP)

Professionalism And The Humanities (PATH) Leadership Program—PATH Program. is designed to help translate the intellectual frameworks of the humanities into engagement and career qualifications for the world. The program seeks to illustrate professional skills gained through a humanities education: creative problem-solving, ethical decision making, collaborative work, engaging diversity, and communicating ideas. Claire Wolnisty is the director and holds the Richardson Chair for PATH.

professor—title generally reserved for tenure-track faculty positions. Do not abbreviate. Do not use professor as a synonym for faculty member. It is reserved for those who have received this rank. When introducing a faculty member, include the full academic title, including assistant, associate, adjunct, visiting, etc., after the person's name, offset by commas. (*John Smith, Associate Professor of Psychology.*) A full list of faculty and titles is included in [Austin College Bulletin](#) online.

pronouns—watch for singular/plural noun/pronoun consistency, i.e., “The student can register for their classes.” Is incorrect as it is single noun with plural pronoun. The exception is for persons who have chosen “their” as a pronouns. In most instances, that issue is best corrected by plural nouns: ‘Students can register for their classes.’ ‘Alumni will attend in their reunion year.’ ***This section is under review in 2023-2024.***

Psi Chi—A national honorary society for outstanding students in psychology.

Public Administration Symposium—an annual conference bringing public administrators and policy experts to campus. Sometimes alumni, sometimes North Texas leaders. Coordinated by Political Science faculty Dr. Frank Rohmer.

Q

Quartette—men's a cappella singing group (includes more than four singers—name is based upon one of the earliest singing groups at the College)

Quest—A sculpture located in the center of Zauk Circle Drive, installed as a gift of Bill and Margaret Collins in 1980, along with the drive and entrance area. Designed by Japanese artist Masaru Takiguchi, the sculpture represents the emphasis on the intertwining of interrelated disciplines encompassed by Austin College's curriculum and the idea that learning is continuing and never ending.

quotation marks—Always place periods and commas **inside** quotation marks. Colons, semicolons, and dashes generally go outside; question marks and exclamation marks sometimes go inside, sometimes outside, depending on content. “There was a storm last night,” Paul said. “Was there a storm?” Paul asked.

R

RA—Acronym for “resident assistant,” which should be used on first reference. Do not use periods. “RAs” is acceptable for plural.

Homer P. Rainey Award—Awarded by the Board of Trustees each spring to a faculty or staff member for dedicated service. Announced at Honors Convocation. Awardees:
<https://www.austincollege.edu/academics/fellowships-scholarships/honors-convocation/homer-p-rainey-award/>

residence halls—the preferred term for Austin College living facilities. **Do not use dorms.** Current traditional residence halls: Baker, Caruth, Clyce, and Dean halls.

Rho Lambda Theta—a social fraternity founded in 1981. (Rho Lams – purple shirts)

Sid Richardson Center—Never referred to as Richardson Center; always Sid Richardson Center and is usually alphabetized under S. See entry there. The center serves as a multi-purpose recreational facility and is part of Robert T. Mason Athletic-Recreation Complex. The Gene Day Court in Sid Richardson Center was dedicated in 2005. **1105 E. Brockett**

J.M. Robinson Memorial Scholarship Medal—Austin College presents the **J.M. Robinson Memorial Scholarship Medal** and the **J.C. Kidd Scholarship Medal** to the two graduates with the highest academic records at Commencement. (no distinction between the two). The Robinson Medal is given in memory of Mr. and Mrs. J. M. Robinson of McKinney and was first presented in 1935.

Robbie Kubela Rogers Lake Campus—a 27-acre recreational area located on Lake Texoma. Refer to this Austin College location as a **recreational area** rather than a lake campus when not using the full title, which should be used on first reference when possible

Rolfe Court—(**Jim Rolfe Court**) the name of the playing floor installed in Hughey Gymnasium in summer 2020. It was dedicated in February 2020 with gifts from friends and family of Rolfe '65, former basketball player and active alumnus. Rolfe died in February 2021.

'Roo—Shortened version of kangaroo. School mascot had been known as Katy 'Roo. (She sometimes has a fellow mascot, Joey 'Roo.) Now is Rowdy 'Roo. The athletics logo does not include the apostrophe, but it is to be included in **all** other usages, even regarding athletics unless juxtaposition of logo and text makes it appear in error.

'RooBound—Educational and recreational programming for elementary children one Saturday per month (11 a.m. – 2 p.m.) organized by the Service Station with the help of many student organizations. Mission includes making area students aware of the potential for attending college and the importance of higher education.

'RooNation—refers more to the people of Austin College ('RooNation cares about the future) than the physical place of campus but can refer to both (come home to 'RooNation). Note no space between words and the capitalization of Nation.

'Roo Pep Band—“officially” created in 2019 under the direction of the Music Department and Alan Harkey, Director of Bands at that time. A Pep Band loosely existed for several years (1998 to approximately 2013) as a student organization to promote school spirit at various College activities, but primarily performed at athletics events. The 'Roo Pep Band now performs at special events and athletics events. Current director is Ash Glenn.

'Roo Riders—biking organization at Austin College

'Roo Run—5k held at Homecoming for many years, sponsored by Kappa Gamma Chi sorority. For a few years (in 2010s somewhere) an athletics alumnus did the organization of it but it has gone back to the Kappas, who use it as a fundraiser for local charities.

'Roo sculpture—the red steel “Roo” that sits between IDEA Center and the north doors to Hughey Gym was commissioned by Student Assembly in 2018 and created by Kirk Lipsitz '18 at a budget of \$1,830, including a \$500 stipend to the artist.

'Roo Suites—(See *Johnson 'Roo Suites*)

room names—Capitalize formal room names (*Moseley Room*). When listing locations, list the building first with a comma, capitalize Room and list the number. (*Wright Campus Center, Room 254A*) *In some publications, it may be preferred to list the room first, then the building. That is fine; consistency is key.*

room numbers—Capitalize “room” when identifying a specific room. List the building first. (*Wright Campus Center, Room 217*). See *above room names entry*

Caroline Ross Ceramic and Sculpture Building—See Betsy Dennis Forster Art Studio Complex

Rotaract—Student organization that facilitates independent work and collaboration with Rotary clubs on local,

national and global service projects to gain a better understanding of the world.

Rowdy 'Roo—kangaroo mascot, newly named as of fall 2021 and new uniform.

Russell Tennis Center—in preparation for construction of the IDEA Center, the Elizabeth Russell Tennis Stadium was torn down in 2007. The new facility, Russell Tennis Center, was moved closer to other athletic facilities and completed in 2008. It includes eight regulation courts with NCAA standard lighting for competitive match play. Includes men's and women's restroom areas and dressing and shower facilities. Updates in 2019, including spectator seating and new courts, included the naming of Jordan Courts at the Russell Tennis Center.

Russell Tennis Stadium (Elizabeth Russell Tennis Stadium) — Built in 1974 with funding from Mrs. Elizabeth Halsell Russell, the dedication included a match in which College trustee Ginger Rogers played. The original tennis complex was torn down in 2007 to allow for construction of the IDEA Center and to move it nearer to other athletics facilities. See Russell Tennis Center.

S

SAA—Southern Athletic Association--Austin College has in the past competed in football as an affiliate member of the Southern Athletic Association, which includes other academically selective, residential liberal arts colleges. Since fall 2021, Austin College has competed in the [American Southwest Conference](#) in football only.

SAAC —Student Athlete Advisory Committee—Austin College athlete group, with members from each team; group serves as leadership; represent Austin College on SCAC Student-Athlete Advisory Committee

SCAC —[Southern Collegiate Athletic Conference](#) — The SCAC is comprised of independent, residential liberal arts colleges and universities nationally recognized as outstanding academic institutions. Members: *Austin College, Centenary College, Colorado College, University of Dallas, Schreiner University, Southwestern University, University of St. Thomas, Texas Lutheran University, Trinity University*

Scholarship Medals—*See Medals*

Sciences Division—comprised of the Biology, Chemistry, Environmental Studies, Math and Computer Science, and Physics departments. Housed in IDEA Center.

seasons—spring, summer, fall, and winter are not capitalized in prose, except when starting a sentence. Capitalize when referring to a **specific** academic term (*Fall Term 2021* but not fall 2021).

Senior Committee—A group of senior students elected by peers to represent the class. The committee is responsible for various activities and senior gift solicitation.

Serenity Garden—located along the sidewalk south of Dean Hall. The placement of a Peace Pole was a response to 9/11. Ms. Kayoko Tanaka '83 had brought the Jordan Language House Peace Pole (sponsored by The Goi Peace Foundation of Japan so she was the contact for this one). "Let Peace Prevail" is written in English, Arabic, Hebrew, Persian, Hindi, and Pashto. Eight student organizations placed it on Earth Day to combine the goals of "peace on earth" and "peace with earth." PURE, Student Assembly, Amnesty, Student International Organization, Circle K, Indian Cultural Association, Baha'i Student Association, and Campus Activities Board. Chaplain Henry Bucher officiated. Established 2002

Service Station—the central, student-run office for coordinating and facilitating community service by Austin College students. Opportunities include the Great Day of Service, JanServe, and Alternative Spring Break, with support for GreenServe, as well as numerous individual and small group opportunities. The offices are located on the first floor of Wright Campus Center. Director: Andrea Restrepo since fall 2017.

Scarborough Center for Writing (dedicated 2017)—Offering writing assistance and related services; established with a \$1 million gift from the estate of Lemuel Scarborough '58 (part of a \$7 million bequest); peer writing assistants work with Dr. Lisha Storey, director.

Scarborough Fellowships—The Lemuel Scarborough, Jr., Summer Research Program in the Humanities and Social Sciences. This fellowship program, created in honor of former Austin College professors Paul Beardsley

and Clyde Hall, fosters faculty-sponsored student summer research, The Scarbrough research program offers students experiences that provide understanding of the opportunities and commitments of academic research.

sculptures—(See *Ebb and Flow*, *Eye of the Beholder*, *From the Center*, *Pick-Up-Stix*, *Quest*, *'Roo*, and *Solstice Calendar*.) Sculpture titles (and other named works of art) should be italicized in prose.

Senior High Youth Connection—see *SHYC*

Sherman Hall—Constructed in 1915, the building houses Hoxie Thompson Auditorium (seats 155) and many faculty offices within the Humanities. During a 1960s remodel, the large balcony of Hoxie Thompson was closed and turned into faculty offices. Technology upgrades were added in Hoxie Thomson in 2019. Stained glass windows throughout the building recognize early trustees.

916 N. Grand Ave.

Sherman Symphony Orchestra—Sponsored by Austin College, the symphony performs works from standard classical orchestral repertoire in frequent concerts on the Johnson Performing Arts Stage in the City of Sherman's Kidd-Key Auditorium, the Symphony's official homes. Occasionally, it collaborates with other groups and affords concerto accompaniments for guest soloists.. The Symphony, founded by the late faculty emeritus Cecil Isaac, is a separate nonprofit 501(c)(3) and operates under a Board of Directors, but includes many Austin College students among its members, and is conducted by Daniel Dominic, professor of Music, since 2003. Celebrated its 50th year in 2016.

SHYC—(pronounced as “shy” and “see” (SHY-C). Senior High Youth Connection, held at Austin College each year at the end of January/first of February. Hosted by Grace Presbytery. Has been scheduled at Austin College every year for more than 25 years—a few have been canceled due to ice.

Sid Richardson Center—the center serves as a multi-purpose recreational facility. Part of Robert T. Mason Athletic-Recreation Complex. **Never referred to as Richardson Center, always Sid Richardson Center** (commonly as “Sid Rich.”) The Gene Day Court was dedicated in 2005. Found under S on maps.

Sigma Delta Pi—a national honor society for advanced students of Spanish literature and culture

Sigma Phi Chi—a local social sorority chartered in 2001.

Sigma Pi Sigma—a national honor society for students of Physics.

Sneed Environmental Research Area (Clinton and Edith Sneed Environmental Research Area)—A 100-acre site, the Sneed property is used by the biological and environmental sciences for field research. Sneed is the site of the Prairie Restoration Project. The area is composed of upland pasture and woodland with several ponds and supports a variety of plant and animal species. **The Howard McCarley Pavilion** was constructed in 2005, offering restroom facilities and an open-air area for activities and discussion. An observation tower also was built in 2005. In first reference, please use complete name; in subsequent references, Sneed Environmental Research Area is acceptable. A mural of Texas wildflowers and grasses of the four seasons, painted by **Julie Lobrecht Crownover** '98, was installed in April 2009. The property is located at 1624 Keyes Rd., Sherman. [Head west on Hwy 82, take a right on Old Southmayd Road, and a left on Keyes Rd.](#)

Social Sciences Division—Comprised of Economics and Business Administration; Education (Austin Teacher Program); Kinesiology; Political Science; Psychology; and Sociology and Anthropology departments.

Social Science Laboratory (Robert L. Snider Social Science Lab)—Named in honor of **Robert L. Snider '72** in 1999. In first reference, please use complete name where possible; in subsequent references, Social Science Lab is acceptable. Located in Hopkins Center.

Social Entrepreneurship for Poverty Alleviation (SEPA)—student summer grant writing internships with area nonprofits give students experience in nonprofit organizations and helps the agencies achieve their goals. To date, more than \$4 million in grant money can be attributed to the work of the student interns

Society of Physics Students—promotes an interest in Physics.

Solstice—Two features on campus mark the solstice. The IDEA Center itself serves as a large astronomical observatory that displays the movement of the Sun through a gnomon hole that projects a ray of light across the building’s atrium and marks the winter solstice and summer solstice along a meridian line in the floor. The summer solstice is marked by the Greek/Macedonian symbol, recognizing Western contributions. The winter solstice is marked by the Mayan symbol to recognize Native American contributions. The vernal and fall equinoxes in the IDEA Center are marked by a Chinese symbol for the Sun to recognize Asian contributions to knowledge of the universe. See also *Solstice Calendar*.

Solstice Calendar—a sculpture created and delivered in 1986 by artist John Van Alstine, the Solstice Calendar is in front of Abell Library. It combines Art and Science by serving both as a remarkable piece of statuary and as a solar calendar.

Southern Athletic Association—See SAA.

Southern Collegiate Athletic Conference—SCAC—The [SCAC](#) is comprised of independent, residential liberal arts colleges and universities nationally recognized as outstanding academic institutions that offer quality, well-rounded educations. See **SCAC**.

SOMA—(See *Student Organization of Modern Art*)

Special Program—individually designed non-traditional or interdisciplinary major or minor

Spencer Award (Coach Joe Spencer Award for Meritorious Service and Lifetime Achievement in Coaching)—Named for a long-time football coach, it is awarded during the Legends Celebration each summer. In first reference, please use complete name; in subsequent references, Spencer Award is acceptable.

spring break—Do **not** capitalize, except when referring to a specific year (*Example: They are going to England for Spring Break 2022*)

staff—When used alone, it is a singular noun (*Our staff is well-educated*). Use “staff members” when writing about the people who make up the staff. (*Our staff members are well-educated.*)

STAR Leadership Program—(See **STEM Teaching And Research Leadership**)

STAT (Students Today, Alumni Tomorrow)—student organization whose members represent and promote Austin College as ambassadors and assist in hosting college loyalty, fellowship, and stewardship programs between alumni, donors, friends, and students. Sponsored by the Institutional Advancement Division. Membership by application and invitation.

Statement of Principles—Full copy of statements of community principles, academic integrity policy, code of student conduct, alcohol policy, harassment policies, smoking policy, and hazing policy are found in *The Environment*, published each year by the Student Affairs Division and available [online](#).

states—spell out the names of the 50 U.S. states in prose.

- When inserting a state into a proper noun, such as the South Bend Tribune, put the state in parentheses: *South Bend (Indiana) Tribune*.

POSTAL ABBREVIATIONS: When publishing an entire address for readers’ mailing purposes, use the two-letter postal abbreviation for states.

Alabama - AL	Louisiana - LA	Ohio - OH
Alaska - AK	Maine - ME	Oklahoma - OK
Arizona - AZ	Maryland - MD	Oregon - OR
Arkansas - AR	Massachusetts - MA	Pennsylvania - PA
California - CA	Michigan - MI	Rhode Island - RI
Colorado - CO	Minnesota - MN	South Carolina - SC
Connecticut - CT	Mississippi - MS	South Dakota - SD
Delaware - DE	Missouri - MO	Tennessee - TN

Florida – FL Georgia - GA Hawaii - HI Idaho - ID Illinois - IL Indiana - IN Iowa - IA Kansas – KS Kentucky – KY	Montana - MT Nebraska - NE Nevada - NV New Hampshire - NH New Jersey - NJ New Mexico - NM New York - NY North Carolina - NC North Dakota - ND	Texas - TX Utah - UT Vermont - VT Virginia - VA Washington - WA West Virginia - WV Wisconsin - WI Wyoming - WY
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STEM Teaching And Research (STAR) Leadership Program—training is integrated into science education to provide practical leadership behaviors in areas of communication, collaboration, problem- solving, planning, and responsible action. The goal is to provide graduates with a competitive edge of leadership behavior along with content education. Students practice these behaviors through an applied learning project, and reflect on learning and develop a future plan though a capstone course. John Richardson holds the Richardson Chair for STAR.

Stephen F. Austin Society—Listed under A.

Kenneth W. Street Advocacy Courtroom—built in 2014 in Abell Library to serve as a site for Advocacy programs, which may include mock trial, arbitration, and moot court; currently only mock trial is active. Honors the late Dr. Kenneth Street, longtime political science professor and pre-law advisor

Kenneth W. Street Law Symposium—annual program that brings law professionals to campus for a day of continuing education sessions and educational opportunities for students interested in a career in law. Organized by Frank Rohmer, pre-law advisor and the Alumni “L” Law Association. The Texas Supreme Court and Texas Court of Criminal Appeals have held sessions on campus before Law Symposiums. Honors the late Dr. Kenneth Street, longtime political science professor and pre-law advisor

Student Affairs Division—includes Health Services; Career Services; Academic Skills Center; Aramark Dining Services; Campus Police; Religious Life/Church Relations; Service Station; Athletics; Recreational Sports; Sports Information; and Student Life.

Student Assembly (SA)—the elected governing body for Austin College students. The assembly serves in an advisory capacity to Student Affairs and other entities on campus that seek general student opinion. Responsibilities include initiating new or revised policies, considering charter applications for campus organizations, allocating the Student Activity Fee, and organizing student elections.

student-athlete—when referencing our sports participants, refer to our student-athletes (**hyphenated**).

Student International Organization (SIO)—generally comprised of international students, students returning from or planning to study abroad, and students interested in other cultures, the organization promotes cultural awareness in the Austin College community.

Student Organizations—See list of organizations: <http://www.austincollege.edu/campus-life/student-life/clubs-organizations/>

Student Organization of Modern Art (SOMA)—student organization to provide outlet for expression of artistic creativity.

students—the preferred reference for a given student is to denote his/her year of graduation and hometown on first reference (*Jill Brown '12 of Austin, Texas, co-directed the project.*) For campus use and magazines use first names on subsequent references unless multiple individuals with same first name.

We are moving to the use of first-year students rather than **freshmen** to be more gender appropriate.

Student Union Building—razed in summer 2001, it served as student center from 1951 until the construction of Wright Campus Center. On the site of the College Green, a small portion of the facility remains as part of the Jackson Technology Center.

study abroad/study abroad program—Written as two words, no hyphenation (verb or adjective). Note differentiation of study abroad (semester/year) and international study. Used somewhat interchangeably, but sometimes the differentiation may be needed. January Term travel is usually described as international study, not study abroad.

Suspension—the College’s literary magazine. It is written by students working under the supervision of a faculty member of the English Department.

Synod of the Sun—a level of the governing body of the Presbyterian Church (USA). Headquartered in the Dallas-Fort Worth Metroplex, the synod is a network of 11 presbyteries in Arkansas, Louisiana, Oklahoma, and Texas, encompassing more than 800 congregations and 157,000 church members. Grace Presbytery includes North Texas. Through a covenant with the Synod of the Sun of the Presbyterian Church (USA), Austin College continues to serve as an instrument for the church in higher education both by fostering an understanding of the Judeo-Christian tradition and by reflecting the values of that tradition.

T

“T” Association—Alumni “T” Theatre Association—an organization for alumni involved in theatre on campus or in their professions.

Teach For America—network of educators, community members, policy makers, and more who work to provide access to quality education to all students. Founded by Wendy Kopp. NOTE THE CAPITALIZATION OF THE NAME, INCLUDING “For.”

TEDxAustinCollege—Beginning in 2016, this annual fall conference is coordinated through the Office of Institutional Marketing & Communications. Austin College’s chapter of Alpha Phi Omega national service fraternity suggested it be held and helped coordinate the original event. The event includes speakers in the Main Stage and activities in Discovery Depot, where students offer a number of interactive “idea starters” for attendees.

Temple Center (David E. and Cassie L. Temple Center for Teaching and Learning at Thompson House)—Constructed in 1895, the Victorian-style home was renovated in 2000 to house the Austin Teacher Program. In first reference, please use complete name when possible; in subsequent references, Temple Center is acceptable. House was known as Thompson House prior to 2000. **618 N. Grand Ave.**

Texas Tech at Austin College—graduate programs in Communication offered by Texas Tech.
<https://www.depts.ttu.edu/elearning/austinCollege/>

The Commons—see entry for **Austin College Commons**

theatre—Austin College academic courses (within the Communication, Media Studies, and Theatre Department) are spelled “theatre.” The physical facilities on campus are spelled “theatre.” For consistency, all references to Austin College performances should be theatre.

Theta Sigma Chi—a social sorority founded in 1985. (Known as Thetas.)

THINK—student environmental group and environmental awareness program

Thinking Camp—an annual two-week ATP event for gifted and talented elementary students (grades 1– 4) held during the summer. Taught by ATP students who prepare the curriculum, the program was created by Julia Shahid, Associate Professor of Education, in cooperation with Sherman ISD

Thompson Hall—built in 1914, the facility was part of the science complex, which included Moody Science Building, which served as the science center prior to construction of IDEA Center.

Thompson House—(See *Temple Center*.) Built in 1885 as a residence for the sons of the family to attend Austin College. The house was sold in 1920 and was in private hands until 1943 when it was put up for auction. One of the sons, Hoxie Thompson, bought the house and gave it to the college. Had several uses throughout the years until became Temple Center in 2000.

Three-Two Engineering Program—this program provides Austin College students an opportunity to earn two

undergraduate degrees by obtaining a liberal arts background before specializing in an Engineering field. In the Dual Degree Program in Engineering, a student spends the first three or four years at Austin College and then transfers to an Engineering school at which a suitable program of study can be arranged. The work at Austin College consists of courses in Mathematics, the Sciences, and the Liberal Arts.

time—do not use :00 (*Example: 8 p.m., not 8:00 p.m.*) [Invitations and programs may vary from this rule.] Use “noon” and “midnight.” Use lowercase a.m. and p.m. with periods.

titles—Titles before names are capitalized (*President O’Day, Rabbi Levin, Pope John Paul, Queen Elizabeth*). Other less formal titles are strictly occupational descriptions (class agent, reporter, etc.) and are not capitalized even when they precede a name.

WITH NAMES:

Capitalize job titles written with a name (*Hal Wilde, Vice President for Administration, spoke; Steven O’Day, President of Austin College, attended*). Named Professorships/Chairs are always capitalized. (*Jim Smith, Hales Family Professor of Ethics, spoke*.)

SUBSEQUENT REFERENCE/COURTESY TITLES: On second reference, we do not use courtesy titles in most publications. A publication may refer to Dr. Robert Cape on first reference, but second reference will be Cape, not Dr. Cape. In some instances, the second reference could be only the first name, particularly in regard to students in order to maintain a more “personal” feel.

Do not use courtesy titles and degree notations together (*Example: not Dr. John Jones, Ph.D. and not Rev. John Jones, D.Div., but you CAN list The Rev. Dr. John Jones if that is the person’s preference. It is better to see if they prefer one or the other, but if they want both . . .*).

STUDENTS: Do not use courtesy titles for students (Mr. Tom Smith) in prose. Depending on type of publication, use first or last names on subsequent reference. (Formal programs are exception.) An exception may be called for if two individuals of the same last name are included.

INVITATIONS/SPECIAL PUBLICATIONS:

Short, formal blocks of copy may call for total disregard of the above stated rules. COMPOSITION TITLES:

1. Capitalize the principal words, including prepositions and conjunctions of four or more letters, and capitalize articles and words of fewer than four letters if they are the first or last word in the title.
2. *Italicize* titles of newspapers, magazines, books (including reference works but excluding the Bible), movies, TV programs, plays, epic poems, operas, albums, exhibit titles, named works of art, ships, spacecraft, and airplanes.

Use quotation marks around the titles of articles, chapters, lectures, songs, television episodes, and movements.

OFFICIAL COURSE TITLES: When referring to a specific class by title, capitalize it and include in quotation marks. (“Biology 101: Anatomy of a Rat” or I took “Anatomy of a Rat” as a senior.)

toward—use toward, not towards. (Both are correct, but need consistency of style)

traveled, traveling—double “l”s are also correct, but use single for consistency

Trost Family Courtyard—See *Betsy Dennis Forster Art Studio Complex*

Truman Scholar—Student selected for scholarship from the Harry S. Truman Scholarship Foundation. Selection is based upon community service and government involvement, leadership record, academic

performance, and commitment to a career in public service. Austin College recipients: 2002 – Anthony Swift '03; 2003 – Abbas Ravjani '04.

Trustee Garden—(See *Windsor Mall and Trustee Garden*) -- Austin College sign shows to street

U

United States—the abbreviation U.S. is acceptable as a noun or an adjective (*The U.S. is a leading provider. They buy from U.S. companies.*). **Include periods.**

V

varsity sports—Varsity sports for men include, Football, Baseball, Basketball, , Tennis, Swimming and Diving, Soccer, and Water Polo. Varsity sports for women include Basketball, , CHEER, Volleyball, Softball, Tennis, Swimming and Diving, Soccer, and Water Polo.

Veterans Memorial—In April 2016, students created a Veterans Memorial at the parking lot off Richards Street, behind Hass Village on Grand. It is dedicated to all men and women who served the Armed Forces to preserve America's freedom. (Related: On the College Green, a tree is planted in memory of Danny Gilstrap, believed to be the only 'Roo to die in Vietnam, Also, see Live Oak Grove.)

vice presidents—At Austin College the titles are Vice President **for** Business Affairs, Vice President for Institution Enrollment, Vice President for Institutional Advancement, Vice President for Student Affairs, and Vice President for Academic Affairs and Dean of the Faculty. **No hyphen in vice president.** At similar status is Chief Marketing and Communications Officer.

The Village on Grand (The Dr. Marjorie Hass Village on Grand)—neighborhood-style housing along and near Grand Avenue, housing 96 students. The Village includes 24 cottages—some single, some duplex, and three triplex “mansions,”—each housing four individuals. Each fully furnished cottage has a full-size kitchen, washer and dryer, four bedrooms with full-size beds, four bathrooms, and a living area. Each unit has front and rear covered porches and spacious backyards. Reserved parking is available for each resident. Opened Fall Term 2011. Upon Dr. Hass' leaving, the Board named it for her. Dr. Marjorie Hass Village on Grand should be used on first reference. Hass Village on Grand is acceptable for second reference.

visiting professors and visiting instructors—usually are temporary hires for sabbatical replacements or occasional courses. This non-tenure-track designation can be combined with any rank (instructor, assistant professor, etc.).

W

Washington Program—in cooperation with the American Center for International Policy Studies, the Washington Program offers internships and January Term and summer learning opportunities to students, regardless of their major.

water polo—men's and women's water polo began on the club level in 2017-2018 with intercollegiate varsity play beginning in 2018-2019. The men participate each **fall** in the Mountain Pacific Sports Federation, and the women's team competes in the Collegiate Water Polo Association each **spring**. Austin College has the first varsity programs offered in Texas since 1976. Other schools have only club- level competition.

The Jeffrey Kent Wattman Esports Program—Austin College has a competitive video gaming club team that competes in high-level strategy gaming with teams across the country or around the world. Gail Utter made a gift to name in honor of her brother. Brett Boessen of the Media Studies faculty is the sponsor.

web—should be lowercased (*See World Wide Web.*).

web addresses—in prose, they should be distinguished with boldface type (Example: Austin College's website, **www.austincollege.edu**, is up and running.). If the surrounding punctuation makes the web address confusing, place it within parentheses. Include relevant and functioning web addresses on all external publications. Do not use http://unless no www is included. **Do** include “www” when part of address.

webpage—One word and lowercased, is a page within a website.

website—One word and lowercased, is the site in which several webpages are organized. (There is a Commencement webpage on the Austin College website.)

Westminster Scholarship Program— In 2023, the Clifford and Mary K Grum Foundation made the largest single gift in the history of Austin College, a \$20 million bequest to fund scholarships for any student who is an active member of a PC(USA) church. Originally a gift-aid program to ensure that the children of Presbyterian (USA) clergy and full-time professionals would have access to the Austin College education. Created by trustee, the late Clifford J. Grum '56 in 1989.

Williams Executive-in-Residence Lecture—an annual lecture designed to connect Austin College students with leading business executives who can speak about their practical life experiences in business, personal stories regarding their paths to success, and lessons learned along the way. In some years, an alumni panel has participated to enhance mentoring and networking opportunities. The lecture is funded by a gift from Abby and Todd Williams '82.

Williams Intramural Complex—Thomas R. Williams Intramural Complex—the 138,000-square-foot outdoor area accommodates Lacrosse, Soccer, Flag Football, Softball, and Ultimate Frisbee competition. Two outdoor basketball courts and all playing fields have lighting available for night play. Landscaping and fencing complement the overall campus plans, and include brick columns, a hedge row, and 54 maple trees on the outer border. The entry plaza area also provides a lighted walkway and benches. The Thomas R. Williams Intramural Complex, named in memory of the father of Todd Williams, Class of 1982, recognizes Todd and Abby Williams' generosity to the College. Several alumni joined the Williams family in funding the basketball complex, which honors longtime Austin College Coach and Athletic Director Robert T. Mason '52, who died in 1999, and Andrew Campbell '83, who died after a battle with cancer shortly after his graduation. When possible, use the full name on first usage. Williams Intramural Complex is acceptable on second notice.
Dedicated October 2008.

Williams Founders Plaza—The **Sandra J. Williams Founders Plaza, built in 2007**, was funded by Todd '82 and Abby Williams, in honor of Todd's mother. The entrance on Grand Avenue includes fountains, lights, signage, and brickwork leading toward Caruth Administration Building. Landscape architecture firm: Linda Tycher Associates of Dallas. Mike Marshall, Green Earth Landscape Design. Steve Landers of Landers Pools and Spas. David Lenz of Lenz Lighting. When possible, use the full name on first usage. Williams Founders Plaza is acceptable on second reference.

Williams Student Investment Fund—a \$1 million gift from Todd Williams '82 established this fund that is managed each semester by a student group. The course is designed to prepare students for careers in investment by providing real-world experience in the stock market. Students research companies, make recommendations to the group about investments, and gain confidence as they experience the results. Over the years, the fund has grown and has fulfilled the second purpose of Williams' gift—proceeds that generate interest to create scholarships for students.

Todd Williams—1982 summa cum laude graduate of Austin College who earned an MBA (with distinction) from Wharton School of Business at the University of Pennsylvania. He began service on the College's Board of Trustees in 2001 and served as chair from 2012 to November 2015. He retired as a managing director at Goldman Sachs. Helped establish and support the Williams Preparatory School in Dallas; Todd served as executive director of Commit!, an independent nonprofit organization dedicated to helping Dallas County children realize their full potential; also was education policy advisor to Dallas Mayor Mike Rawlings. Founders Society members—philanthropy to campus includes Williams Executive- in-Residence Lectures, Williams Founders Plaza, Williams Intramural Complex, Global Outreach Fellows, landscaping on campus, Williams Student Investment Fund, etc. "I was a tremendous beneficiary of professors and alumni mentors telling me about doors that I could open when I didn't even know a door was there," Todd said, "and it's our sincere goal to help provide this same benefit for others at the College." He and his wife, Abby, were very involved in Posey Leadership Award presentations in Dallas.

Will Mann Richardson Lecture—The Will Mann Richardson Lectureships and Seminars bring outstanding individuals to campus to discuss pertinent issues in economics, banking, law, and government. They were endowed by gifts from Will Mann Richardson and his wife, Gertrude Anne Windsor Richardson; his mother-in-law, Gertrude Buckley Windsor; and his children, William Windsor Richardson, John Marshall Richardson, Gertrude Windsor Richardson, and James Windsor Richardson (All those family members are now deceased.)

Windsor House—built in 1961 as a gift to the College from the Windsor family in memory of the former board chair, W.C. Windsor. The house served as the home of the dean of the College for more than 20 years. **823 N. Grand Ave.**

Windsor Mall and Trustee Garden—tree-lined east-west pedestrian walkway at the center of campus. Was originally a city street (College Street) along which the campus was built. Though the street was closed to public traffic from Grand Ave. to the Student Union Building (current College Green) in 1957, the street remained open on the west end of campus until the early 1970s. President Moseley wanted to create a major walkway and

beautification. Jonsson Plaza was built at the western end of campus and Windsor Mall connected Jonsson Plaza to the Trustee Court and Kappa Fountain. Constructed in 1974 in conjunction with the 125th anniversary of the College. Completed in 1974; Dedicated in 1975. “Trustee Garden” did not really stick—at least not for long. Windsor Mall was named for Gertrude Buckley Windsor, wife of a former BOT chair for her dedication to historical restoration and leadership in beautification through the garden clubs of Texas. The Mall underwent a complete refresh of landscaping in summer-fall 2023, with the addition of 300 tons of river rock creating dry stream beds to control drainage, tree pruning, and addition of shade- and drought-tolerant plants under the tree canopy.

Women Get Connected—College-hosted gatherings of women (and sometimes men) for connection and education, held once or twice each year in Texoma and occasionally in other cities as arranged. The Texoma group was the most active and established several sponsored scholarships and hosted various events. The program is inactive since 2019.

Woodwind, Brass, and String Ensembles—Consist of performing groups of three to 10 players who specialize in chamber music. Several on-campus and off-campus recitals are given each year, including guest appearances at other colleges and universities.

World Wide Web—this proper noun is written as three separate words with no hyphen. Note that in regular usage, “worldwide” is one word.

workload—one word.

workplace, workforce, workhorse, workstation—one word

work-study—hyphenated word.

Wortham Center (Lyndall Finlay Wortham Center)—Built in 1980 with a gift from Lyndall Finley Wortham of Houston, a native of Sherman who had a great love for Austin College. Today the building houses the offices of Institutional Enrollment, Institutional Advancement, and Institutional Marketing & Communications. It was renovated in 1999. In first reference, please use complete name if appropriate; in subsequent references, Wortham Center is acceptable. **718 N. Grand Ave**

Wright Campus Center (Robert J. and Mary Wright Campus Center)—Completed in 2000, Wright Campus Center CAB, the Service Station, and many other campus organizations as well as the Pouch Club, Dining Hall, Mail Center, Center for Student Success and Access, Career Services, Study Abroad Office, Kangaroo Coffee Co., bookstore, and Living Room, which is known to most students as “The Couches” but that should not be used in any publication. On first reference, please use complete name; in subsequent references, Wright Campus Center is acceptable. Do NOT use student center or student union in reference to this facility. **1301 E. Brockett St.**

Wynne Chapel—constructed in 1958, Wynne Chapel serves as a reminder of the religious heritage of Austin College. Renovation in 2019-2020 added the name of Clifford J. Grum Sanctuary to the main area of the chapel, with gifts from the Mary K and Clifford Grum Foundation of Lufkin, Texas. (Grum was a 1956 alumnus and trustee.) What had been known as “the Small Chapel” also was renovated and named Sallie Majors Chapel, with gifts from Robert '53 and Joyce Johnson. In fall 2023, a stained glass window, also a gift of the Johnsons, was installed in the south end of the Sallie Majors Chapel. Wynne Chapel houses offices of the campus chaplain as well the Carillon bells and **Aeolian-Skinner Grand Pipe Organ**. 806 N. Grand Avenue.

Toddie Lee Wynne Award for Distinguished Service to Austin College—The Austin College Board of Trustees established this award in 1982 to recognize individuals who have made an outstanding achievement as volunteers for Austin College. Named for the late Toddie Lee Wynne, a Dallas oilman, philanthropist, and civic leader who served as a trustee and chairman of the Austin College Board of Trustees for 31 years prior to his death in 1983. Awards to date: Matthew Lynn – 1985; Catherine Hannah – 1986; Robert J. Wright – 1990; Heywood Clemons – 1991; W.C. “Dub” Miller – 1993; Bill and Margaret Collins – 1996; Lee and Sally Posey – 2004; Robert and Joyce Johnson – 2015.

X

Xi Epsilon (XE)—a social sorority chartered in 1985. (Known as Xi Eps. Black and pink shirts)

Y

yearbook—The Austin College yearbook is called the *Chromascope*. No longer in production. Find the first 50 years of the yearbook [online](#) through The Portal to Texas History.

years, class—(See *classes*.)

years, class designation—No comma before or after the year in a sentence. (*Jones '59 is here.*)

years, plural—1970s or the '70s. Do not use a possessive apostrophe.

Young Democrats—A student organization that seeks to advance the cause of responsible and efficient government on the local, state and national level through the ideals of the Democratic Party.

Young Republicans—a student organization based upon the Republican Party. Though not currently in existence on campus, the group has been chartered in the past.

Z

Zauk Circle Drive and Garden/Parking Lot—Constructed in 1980 as a formal entrance to the east side of the campus, the circle drive's garden includes *Quest*, a marble sculpture by Japanese-American sculptor Masuru Takiguchi. Zauk Parking Lot is located south of Wortham Center. Funded by William Collins and Margaret Binkley Zauk Collins and named for her parents. (See *Honors Court entry*.)

zero—Spell out.

Zeta Chi Beta—a social fraternity founded in 2008.

Zeta Chi Omega—A social/service sorority for women

ZIP Code—always put "ZIP" in uppercased letters; it is an acronym.

Some “Tricky” Spelling Reminders

Add Your Own

Advisor, not adviser

backward, not backwards

benefited and benefiting

canceled and canceling but cancellation

Decision making as noun, decision-making as adjective

Email (all letters together, no hyphen)

First-years (hyphenated when referring to all First-Year programs)

forward, not forwards

full-time (adjective or adverb)

fundraising as noun or adjective

grant writer

grant writing (2 words), no hyphen when adjective

health care (two words always)

in-depth as adjective; in depth as adverb. Never indepth

livestream, livestreamed, **always one word**

nonprofit

problem-solving, hyphenated as noun and adjective toward,

not towards

traveling, traveled

webpage—one word

well-being—hyphenated

workload—one word

workplace—one word

workforce —one word

workhorse— one word

workstation—one word

work-study—hyphenated word

ENDOWED CHAIRS AND PROFESSORSHIPS

The John F. Anderson Chair of Christian Thought

VACANT

The Herman Brown Chair in Psychology

Dr. Lisa M. Brown

The Margaret Root Brown Chair in Foreign Languages and Literatures

Dr. J. Patrick Duffey

The Guy M. Bryan Jr. Chair in American History

VACANT

The Caruth Chair in Management

VACANT

The J. N. Chadwick Chair in Mathematics

Mr. Michael A. Higgs

The Chase Professorship of Classical Languages

Dr. Robert W. Cape Jr.

The Gould H. and Marie Cloud Endowed Professorship in Religion

VACANT

The Clara R. and Leo F. Corrigan Sr. Chair in Economics and Business Administration

Dr. Ashley Ann Tharayil

The Craig Professorship in the Arts

Mr. Mark Monroe

The Leslie B. Crane Chair of Leadership Studies

Dr. Martinella Dryburgh

The William M. Elliott Jr. Chair in Christian Ministry

Dr. John D. Williams

The Ray C. Fish Professorship in Mathematics

Dr. J'Lee Bumpus

The Cecil H. and Ida M. Green Chair of Creative Educational Leadership

President Steven P. O'Day

The Cecil H. Green Professorship in Communication Arts

Dr. Michael S. Fairley

The Clyde Hall Professorship in Business and Economics

Mr. Stephen L. Ramsey

The Michael A. Imhoff Professorship in Chemistry

Dr. Andrew J. Carr

The Johnson Professorship in Communication Arts

VACANT

The John T. Jones Chair in Economics

Dr. Daniel L. Nuckols

The George R. and Julia Blucher Jordan Chair in Humanities

Dr. Karann Durland

The Rupert B. Lowe Chair in Chemistry

Dr. Bradley Smucker

The Donald MacGregor Chair in Natural Science

Dr. Ronald David Baker II

The Monroe D. 'Bud' Bryant & Howard McCarley Professorship in Biology

Dr. Steven K. Goldsmith

The Mary W. and Foster G. McGaw Chair in Health Sciences

Dr. Kelly Reed

The Jack B. Morris Chair in Entrepreneurial Studies

Dr. David E. Griffith

The Jack B. Morris Professorship of Economic Policy

VACANT

The John D. Moseley Chair in Government and Public Policy

Dr. Frank Rohmer

The Mildred S. Mosher Professorship in Music

VACANT

The A. M. Pate Jr. Chair of History

Dr. T. Hunt Tooley

The Richardson Chair (of Skeptical Thought) for the Center for Research, Experience & Transformative Education

Dr. Renee Countryman

The Richardson Chair for the Philosophy, Politics, and Economics Program

Dr. Mark Ronald Hébert

The Richardson Chair for the Professionalism and the Humanities Leadership Program

Dr. Claire Wolnisty

The Richardson Chair for the STEM Teaching and Research Leadership Program

Dr. John M. Richardson III

The Henry L. and Laura H. Shoap Professorship of English Literature

Dr. Gregory S. Kinzer

The Harry E. Smith Distinguished Teaching Professorship

Dr. Jeffrey M. Fontana

The Shelton L. Williams Professorship of Comparative and International Politics

Dr. Nathan S. Bigelow

PLACES & SPACES OF AUSTIN COLLEGE

George T. & Gladys H. Abell Library Center – 210 E. Richards Street

Abell Library

Scarborough Writing Center
Kenneth W. Street Courtroom
Special Collections and Archives
Various sculptures and art pieces by students, Dr. Richard Neidhardt, others
From the Center – James Surls
Solstice Calendar – John Van Alstine

Adams Center – 1207 E. Brockett Street

Jerry E. Apple Stadium – 715 E. Porter

Willie Jacobs Press Box
Johnston Observation Deck
Duke Babb Scoreboard – name of the
old scoreboard
Calder Field
Larry Kramer Outback

Austin College Health Campus – 4616 S. Hwy 75, Denison, TX 75020

Baker Hall – 1302 E. Richards Street

Baker Stadium (baseball)

Ella Barker Memorial Garden (child of former faculty member)

Guy M. Bryan Jr. Housing Center – 1112 E. Brockett Street

Bryan Apartments

Carruth Guest House – 822 N. Cleveland Street

Caruth Administration Building – 910 E. Grand Ave

George R. Jordan Executive Offices and Board Room
Flower beds on each side of front steps honor Ellis and Mary Elizabeth Lockhart

Caruth Hall – 1209 E. Brockett Street

Clyce Hall – 816 North Grand

College Green in honor of John D. and Sara Bernice Moseley and Distinguished Faculty

College Green

The Margaret Binkley Collins and William W. Collins Jr. Alumni Center – 809 N. Grand Avenue

Collins Alumni Center

Craig Hall – 1202 E. Richards

Dean Hall – 1402 E. Richards Street

Flats at Brockett Court – 916 E. Brockett

Betsy Dennis Forster Art Studio Complex – 1315 E. Richards

Forster Art Complex

James Binkley Drawing Room
James Binkley Drawing Studio
Art History Lecture Room provided by the Caruth Foundation, the Brown Foundation, and the Beulah
Kahler College Fund

Caroline Ross Ceramic and Sculpture Building

Wilma and Terence Dennis Gallery
Seminar room provided by W.B. Munson and Elias and Hannah Regensburger foundations
Daniel Ross Student Gallery
Kellye Wright Samuelson Digital and Photographic Art Center
Slide Library provided by the W.E. Wilcox Family
Fundamentals Studio provided by Lee and Bob Ardell
Landscaping includes the Trost Family Courtyard and the blue steel
Pick-Up-Stix by Kirk Lipsitz '18.

Clyde L. Hall Graduation Court

Dr. Marjorie Hass Village on Grand
Hass Village on Grand

Shellie Ann Hersh Garden and Swings (Windsor Mall) (mother of footballer; she died his sr. year)

Honors Court

Margaret Binkley Collins Fountain
Graduate Listing
Donor Listing

Arthur Hopkins Center – 906 N. Grand Avenue

Hopkins Center

The Morris Foundation Conference Center for Entrepreneurial Studies

Ida Green Communication Center – 1201 E. Brockett St.

Sally and Jim Nation Theatre and Learning Commons
Paul Beardsley Arena Theatre
Bonnie Beardsley Green Room

IDEA Center – 1108 E. Richards Street

Inquiry – Discovery – Entrepreneurship – Access
Adams Observatory
Oscar C. Page Atrium
MANY more named rooms, wings, etc.

Jackson Technology Center – 1205 E. Brockett Street

The Robert M. and Joyce A. Johnson 'Roo Suites – 1104 through 1110 E. Brockett Street
Johnson 'Roo Suites

Margaret Jonsson Plaza and Fountains

Jonsson Plaza

Jordan Family Language House – 1205 E. Richards

Paul and Vesta Coffin Courtyard
Eye of the Beholder Sculpture
Peace Pole

Kappa Gamma Chi Fountain

Kappa Fountain

Robert T. Mason Athletic/Recreation Complex – 1105 E. Brockett Street

Mason Athletic Complex

Hannah Natatorium
Sid Richardson Center with Gene Day Court

Hughey Gym with Jim Rolfe Court
Sam W. Ross Lobby
Ann Mason Lobby
Edward Hake Phillips Athletic Administrative Suite
Slats McCord Hall of Honor Room
Duke Babb Classroom
Henry Sory Conference Room
Cawthon Classroom
Nick Cheek Breezeway
Dickey Fitness Pavilion
'Roo Sculpture (outside)

Moody Center/Thompson Hall – 1300 E. Richards Street

The North Flats – 1204 N. Hurt Street

Oscar and Anna Laura Page Meditation Garden Physical

Plant – 603 N. Porter

Dr. Jack Pierce Memorial Soccer Complex

Pierce Soccer Complex/Pitch

President's Home at Wood House – 921 North Grand Avenue

The Russell Tennis Center

The Jordan Courts at The Russell Tennis Center

Sherman Hall – 916 North Grand Avenue

Hoxie Thompson Auditorium

David E. and Cassie L. Temple Center for Teaching and Learning at Thompson House – 618 N. Grand Avenue

Temple Center

The Sandra J. Williams Founders Plaza

Williams Founders Plaza

The Thomas R. Williams Intramural Complex

Williams Intramural Complex

Windsor Mall

(east/west walkway in front of Wynne, etc., Trustee Garden and Austin College sign at east end; at west, meets with Jonsson Fountain)

Lyndall Finley Wortham Center – 718 North Grand Avenue

Wortham Center

Robert J. and Mary Wright Campus Center – 1301 E. Brockett

Wright Campus Center

Mabee Hall

President's Dining Room

Pouch Club Living

Room Dining Hall

Kangaroo Coffee Co. and Hopper Store

Moseley Room

MANY named rooms

Robert J. Wright Circle (on-campus drive up to building) named by Student Assembly

Austin College Commons – North lawn of the Wright Campus Center

Wynne Chapel – 806 North Grand Avenue
Aeolian-Skinner Organ
Clifford J. Grum Sanctuary Sallie
Majors Chapel

Zauk Circle Drive and Parking

Sculptures

Pick-Up-Stix by Kirk Lipsitz '18, blue steel in front of Forster Art

Ebb and Flow by Kirk Lipsitz '18, red steel on College Green, Jonsson Fountain area

'Roo by Kirk Lipsitz '18, red steel outside Hughey Gym

Solstice Calendar by John Van Alstine, 1986, in front of Abell Library

Eye of the Beholder Sculpture in Coffin Courtyard, 1988, Jordan Family Language House

Quest by Masaru Takiguchi, 1980, Zauk Circle Drive

From the Center, James Surls, Abell Library Atrium (relocated there in 2013 from outside)

ALMA MATER by C.E. Dodge

The Crimson and Gold

TODAY WE GLADLY SING THE PRAISE
OF OUR DEAR ALMA MATER
TRUE SONS AND DAUGHTERS MAY WE LIVE
THAT SHE MAY KNOW WE LOVE HER.
TO HER WHOSE WISDOM, POWER AND MIGHT
HAS GIVEN RISE TO MEN
OUR DEAR AND FAIREST MOTHER
A - U - S - T - I - N.

SO HAIL TO OLD AUSTIN,
THE CRIMSON AND GOLD
LONG MAY HER COLORS FLY
FIGHT OH YE SONS AND YE DAUGHTERS TOO
THE SPIRIT MUST NOT DIE.

SO HAIL TO OLD AUSTIN,
THE CRIMSON AND GOLD
WHAT CARE WE FOR THE REST
WE'LL DO OR WE'LL DIE FOR OLD AUSTIN
THE SCHOOL THAT WE LOVE BEST.

FIGHT SONG

ON OLD AUSTIN,
ON OLD AUSTIN
PLUNGE RIGHT THROUGH THAT LINE.
THROW THE BALL AROUND THE END
A TOUCHDOWN'S SURE THIS TIME. (RAH RAH RAH)
ON OLD AUSTIN,
ON OLD AUSTIN
FIGHT ON FOR YOUR FAME.
FIGHT FELLOWS FIGHT
AND WE WILL WIN THIS GAME.