

# General Information Regarding Division Operations

There are five attachments to this email (1) General Information Regarding Division Operations; (2) 2010 Participating Instructors & Staff; (3) the Academic Administrative Team; (4) 2010 Class Schedule; and (5) Robe Rental/Purchase Information. Please peruse the GMWA website ([www.gmwanational.org](http://www.gmwanational.org)) for other academic information. Also, you are asked to peruse the GMWA website periodically for any changes that might occur leading up to the July meeting. Other needed information and instructions will be sent to you ELECTRONICALLY in June.

Faculty and Staff not planning on attending the upcoming Cincinnati meeting are asked to please let us know immediately. An email to Lorene Simmons will be sufficient.

Two scholarships and one grant are available for 2010. We need your help in getting contestants from your Chapter!

1. **The Thurston G. Frazier Scholarship Fund** – Please see the current information on this scholarship fund that is posted on the Academic pages of the GMWA website at [www.gmwanational.org](http://www.gmwanational.org). The application form is also included.
2. **The Juanita C. Burns Scholarship Fund** - Please see the current information on this scholarship fund that is posted on the Academic pages of the GMWA website at [www.gmwanational.org](http://www.gmwanational.org). The application form is also included. Please read carefully!
3. **Mary G. Gash GRANT** – This grant is restricted to Instructors and Staff in the Academic Division only.

**Assistant Instructors** – Persons used as Assistant Instructors on the 2010 Instructors & Staff listings, will be notified by Dr. Lenola Allen-Sommerville by May 2010.

**Class Schedule** – Again, we have a reduced Class Schedule. The current class schedule is posted on the following Academic pages of the GMWA website at [www.gmwanational.org](http://www.gmwanational.org).

**Class Registration Form** – The Class Registration Form is used to register for classes offered in the Academic Division. Your Chapter Representative must assist you with preparation of the form and especially when registering as a GMWA Chapter member. **Early Class Registration is for Chapter Representatives to register paid Chapter members only. There are no provisions for non-affiliated persons to register early for classes. Non-registered members can register for classes at the convention session.**

**National Faculty Application** – We welcome all to apply for a position as a GMWA Instructor. A degree is not essential, BUT IS EXTREMELY HELPFUL. Please follow the instructions on the application. An application form is posted on the Academic pages of the GMWA website at [www.gmwanational.org](http://www.gmwanational.org).

**Course/Class Proposal Form** – If you are interested in submitting a course proposal for a future meeting of the Gospel Music Workshop of America, please use the correct form for submission. The form is included on the Academic pages of the GMWA website at [www.gmwanational.org](http://www.gmwanational.org). Where to send the form is also included. Please follow the instructions on the form.

**Robe Rental** – Even though there were changes in the processional for Communion/Consecration Service last year, we will again enter as a group and be robed. There are no changes in the Convocation Service. White robes with proper academic regalia are used for Communion/Consecration. Black academic robes with proper academic regalia for Convocation. **There is a letter posted on the Academic pages of the GMWA website from Eugene Morgan regarding protocol and robe rental/purchase.**

CONCERNS & OTHER INQUIRIES SHOULD BE SENT TO THE DEAN IN THIS ORDER:

1. Division Business Manager – Ms. Lorene Simmons at [lsimmons1400@wideopenwest.com](mailto:lsimmons1400@wideopenwest.com)
2. Dean Charles Reese at [charlesreese1024@bellsouth.net](mailto:charlesreese1024@bellsouth.net)

You are always welcome to speak directly with the Dean. Home phone number is (561) 615-4457. I look forward to speaking with you, if needed. However, emails are encouraged. Emails are checked five or six times daily.

**Your input and suggestions are always welcomed and appreciated!**