

**COMPREHENSIVE PROGRAM REVIEW SELF-STUDY**

**FOR THE**

**CENTER FOR THE PREVENTION OF VIOLENCE**

**IN THE**

**COLLEGE OF HEALTH & HUMAN SERVICES**

**FOR**

**YEAR 2: 2002-2003**

# COMPREHENSIVE PROGRAM REVIEW EXECUTIVE SUMMARY FOR THE CENTER FOR THE PREVENTION OF VIOLENCE

## Overall Assessment of the Center's Productivity

The Center's overall productivity since its establishment in June 2002 is **strong**.

Examples of productivity include:

- ✓ Developed mission, goals, and timetables for meeting goals.
- ✓ Conducted three days of training opportunities for professionals, offering 15.5 NASW and LPC CEUS. This included:
  - Critical Incident Debriefing, Basic and Advanced (Sept. 26 and Nov. 15)
  - Violence at Home and in the Community (Sept. 27)
- ✓ Supported the submission of two grant applications. These included:
  - Cobb County Mental Health Court, submitted to the Department of Justice, with the Cobb County Community Services Board and the Center for Nonprofit and Public Leadership.
  - Day of Celebration and Service in honor of Dr. Martin Luther King, Jr., submitted to the National Corporation for Community Service, with American Humanics Student Association.
- ✓ Submitted proposal for Critical Incident Debriefing training and follow-up for college and university counselors, at the request of the USG Regent's Counseling Directors Association.

## List of Recommendations for Improving the Center's Productivity

- ✓ Allow time for increased productivity after start up period. Additional projects are in the works, but have not yet come to fruition.
- ✓ Acquire staff to allow Director to focus on the larger picture, difficult when Director carries out all functions.
- ✓ Move into house on Frey Lake Road to establish workspace and identity of Center.
- ✓ Work with new Assistant Dean for Research to identify funding for research projects.
- ✓ Establish Advisory Council

## Overall Assessment of Center's Quality

The Center's overall quality is **strong**. In areas related to staffing and space, the Center's resources are either **satisfactory** or **weak**.

The Center was established in summer of 2002 in response to a stated need for a forum for violence prevention and intervention initiative in the area. Because of this responsiveness to community need, it has already established a good reputation with stakeholders, primarily in the area of training and technical assistance. Both participants and presenters have evaluated program planning and content very favorably. A statewide professional organization has been referred to the Center and has asked for a proposal for training and on-site critical incident debriefing. Community partners in one grant application have asked for technical assistance in up coming grant applications.

There has not been time to develop a great deal of recognition outside of stakeholders.

The Director has experience in the area of developing, acquiring funding and managing community based programs related to crime and violence prevention. Colleagues with expertise in a variety of violence related areas are tapped as appropriate.

Presently, the Center has been allocated few resources, as relates to financial or staff support or physical space.

#### **List of Recommendations for Improving the Center's Quality**

- ✓ Allow time for increased productivity after start up period. Several projects are in the works, but have not yet come to fruition.
- ✓ Acquire staff to allow Director to focus on the larger picture, difficult when Director carries out all functions.
- ✓ Move into house on Frey Lake Road to establish workspace and identity of Center.
- ✓ Work with new Assistant Dean for Research to identify funding for research projects.
- ✓ Establish Advisory Council
- ✓ Develop Web page and print materials to increase name recognition of Center
- ✓ Identify colleagues and others with interest and expertise in violence prevention and intervention
- ✓ Visit the Violence Center at New York University, as funds permit.

#### **Conclusion About the Center's Viability**

This self-study demonstrates that the Center for the Prevention of Violence is **viable**.

This finding is based upon the Center's high level of productivity and quality of programming thus far in its history. Given time and other resources, the Center has the potential to make important contributions and bring recognition to the University and College.

#### **Potential for "Model Program" Status**

The Center for the Prevention of Violence has the potential to become a model program. It is modeled on just such a program at New York University. To our knowledge, there is no program in the region that has been established to bring together people and knowledge from a variety of disciplines and professions to address violence prevention and intervention. Its placement in the College of Health & Human Services provides for a great deal of interdisciplinary collaboration among professionals who have an interest in the area of violence. The topic is one of critical importance at the moment. The experience of the Director and the in-coming Assistant Dean for research provide a great basis for innovative and exemplary work.

#### **Recommendation for Future General Institutional Investment and Supporting Rationale**

The recommendation is to **enhance and expand future investment in the Center**.

The Center has been very productive and has provided a high quality of programming in the last six months. Given resources and time, there is potential for a great return on KSU's investment. The Center is well-positioned to become a model program, providing a forum for scholarship, service and teaching, and gaining recognition for KSU.



# THE CENTER'S DETAILED SELF-STUDY

## I. Center Description

### **I a) Purpose of the Center**

The Center for the Prevention of Violence collaborates with community partners to promote violence prevention and intervention.

### **I b) Principal Functions/Key Projects of the Center**

- ✓ Provide training, technical assistance and consulting to professionals and community organizations which deal with violence and its aftermath.
- ✓ Conduct research related to violence in the community and in the home.
- ✓ Integrate scholarship, service and teaching by providing students opportunities to be involved in research and other Center activities.

### **I c) Strategic Importance of the Center to KSU**

The Center has the potential to gain widespread recognition as an integral part of KSU's engagement in the community. In its short life, it has gained recognition in the community, both external and internal.

The area of focus allows for a wide variety of collaborating partners. Within the KSU community, these partners might include Human Services, Nursing, HPS, Sociology, Criminal Justice, Education, Student Associations and Human Resources. Outside KSU, partners may include public and private human service providers, health care institutions, criminal justice related agencies, victim-witness organizations and educational institutions.

### **I d) Age (Years) of the Center as of 2002**

The Center was created in June 2002. It will be 6 months old at year's end.

### **I e) Name and Title of the Center's Director**

Ardith A. Peters, Ph.D.  
Assistant Professor  
Department of Human Services

### **I f) Name and Title of Personnel Assigned Full-Time in the Center**

None assigned

### **I g) Name, Title and % Time of Personnel Assigned Part-Time to the Center**

None assigned. Human Services Department staff has provided some support with mailing, telephone responses and certificates.

### **I h) Total Funds Budgeted for Operation of the Center in FY 2002-03 (Budgeted Separately or Within Another Department)**

The Director has been provided one course buy-out, at a cost of less than \$2000 to date.

### **I I) Center's Physical Location & Assigned Square Footage**

The Center has not been assigned dedicated space. Work is carried out in Director's KSU faculty and home offices.

### **II. Summary Conclusion About the Strength of the Center's Overall Productivity**

The Center's overall productivity since its establishment in June 2002 is **strong**.

Examples of productivity include:

- ✓ Developed mission, goals, and timetables for meeting goals.
- ✓ Conducted three days of training opportunities for professionals, offering 15.5 NASW and LPC CEUs. This included:
  - Critical Incident Debriefing, Basic and Advanced (Sept. 26 and Nov. 15)
  - Violence at Home and in the Community (Sept. 27)
- ✓ Supported the submission of two grant applications. These included:
  - Cobb County Mental Health Court, submitted to the Department of Justice, with the Cobb County Community Services Board and the Center for Nonprofit and Public Leadership.
  - Day of Celebration and Service in honor of Dr. Martin Luther King, Jr., submitted to the National Corporation for Community Service, with American Humanics Student Association.
- ✓ Submitted proposal for Critical Incident Debriefing training and follow-up for college and university counselors, at the request of the USG Regent's Counseling Directors Association.

### **II a) Fulfillment of the Center's Purpose and Attainment of Goals**

The Center's productivity in fulfilling purpose and attaining goals is **strong**, given its short history.

The work to date has largely addressed of provision of violence prevention and intervention training to professionals (including social workers, counselors, nurses and educators) and technical assistance to agencies that deal with violence and its aftermath.

The Center has conducted three full days of training, which provided 15.5 NASW and LPC CEUs. Two of the days, taught by Dr. Alan Kirk, focused on Critical Incident Debriefing. The third all-day conference included speakers on DeKalb County Homeland Security Initiatives, Lessons from Columbine, Advocacy in Domestic Violence, Working with Survivors and Personal Self-Defense.

The groundwork has been laid for projects that address the other primary functions of the Center, laid out in Section Ib.

The Center Director collaborated with the Cobb County Community Services Board and the Center for Nonprofit and Public Leadership on a grant application for a mental health court. The Department of Justice will announce awards in January 2003. This project provides the avenue to advance the research agenda of the Center.

Students will be involved in at least two ways in the near future, addressing the third major purpose of the Center. Work has begun with the American Humanics Student Organization, the African-American Student Association, International Student Office and others on "A Day of Celebration and Service—2003" in honor of the birthday of Dr. Martin Luther King, Jr., and the Kingian philosophy of non-violence.

A senior Human Services student will serve as intern to the Center in Spring 2003. She will be involved in producing a Web page and print materials to introduce the Center and its activities to the internal and external community. She will also be involved working with the Director in some start-up projects and in all other Center projects and activities.

#### **II b) Services Rendered by the Center to the Campus Community**

The Center's productivity in rendering service to the campus community is **strong**, given its short history.

The three days of critical incident debriefing and violence prevention and intervention training noted above was open to the KSU community. The training was co-sponsored with the Georgia College Counseling Association in order to ensure that KSU Counseling Center staff could earn LPC CEUs. A special rate was offered to KSU faculty, students and staff to ensure that all who wished to participate would be able to do so. Participants in each of these groups attended each day of the training. NASW, LPC and KSU CEUs were awarded. Future training opportunities will also include a special KSU Community Rate.

"A Day of Celebration and Service--2003" will provide opportunities for service to KSU faculty, staff and students, as well as providing a forum for a celebration and scholarly presentation of the accomplishments of Dr. King.

#### **II c) Service Rendered by the Center to External Communities**

The Center's productivity in rendering service to external communities is **strong**, given its short history.

The three-day training noted above was provided to external communities, in response to the stated need for training in critical incident debriefing and other violence related topics.

In addition, the Center Director has also collaborated on grant applications to fund a mental health court in Cobb County and the M. I. King Holiday Celebration. Awards on the mental health project will be announced by Department of Justice in January 2003. Although the King project was not funded, the partners involved have decided to move ahead with it and the Center is a key player in the effort. The King Day project will provide services to disadvantaged communities and the organizations that work with them in Cobb and Cherokee Counties.

At the request of the USG Regent's Counseling Director's Association, the Center Director submitted a proposal Critical Incident Debriefing and follow up for college and university counselors throughout Georgia. This would provide an opportunity for statewide impact very early on in the life of the Center.

Additionally, there are plans to support the televised Town Hall meeting on children in fear, being planned by Mr. Leonard Witt in the Department of Communications.

#### **II d) Grants and Contracts Acquired by the Center**

The Center's productivity in acquiring grants and contracts is **satisfactory**, given its 5-month history.

As noted in Section IIc above, the Center has been involved in the submission of two

grant applications. One was not funded but the project is ongoing. The award announcement will be made in January 2003 for the second application.

There is enormous potential for developing this area of the Center's activities. Among the projects under consideration is work on domestic violence against older women, perhaps in conjunction with The Center on Aging at Florida International University. This topic is ripe for research and provides a topic that could bring together all three of the College of Health and Human Services' departments.

The new Assistant Dean for Research will arrive from CDC in February 2003 and will provide a terrific resource in locating funds for violence prevention and intervention related research. The Director has already spoken with him about some ideas for funded research and he has responded enthusiastically.

#### **II e) Center Publications, Reports and Professional Presentations**

The Center's productivity in publications and presentations is **satisfactory**, given its brief history.

The research agenda will be emphasized in calendar year 2003, with the established track record of the Center, the potential for mental health count funding and the increased resources of the new Assistant Dean. This research will result in Center publications and presentations.

#### **II f) Sponsorships, Endowments and Gifts Acquired for the Center**

The Center's acquisition of funded sponsorships, endowments and gifts is **satisfactory**, given the early stage of Center development.

The Center has not received any funds, endowments or gifts.

This is an area to be pursued once the Center has a stronger identity with potential donors. It will also be addressed when there are specific services or products that would advance the Center's programs.

#### **II g) Sales, Service Fees & Income Generating Activity**

The Center's productivity in revenue production is **satisfactory**, given its brief existence.

The Center has conducted training sessions, which have the potential to generate some income in the future. In this case, given difficulties with mailings and other challenges, the effort broke even. The sessions, however, were very well received and there are requests for more.

The lessons of the first series of trainings should ensure more revenue in the future. Such efforts will be more focused, the established mailing list will help recruit more participants, and the groundwork has been laid with appropriate CEU-granting organizations. It is not anticipated that training will be the primary revenue producing activity of the Center.

#### **II h) Return on Investment**

The return on KSU's investment in the Center is **very strong (exemplary)**.

Dr. Alan Kirk established the Center in June 2002. Dr. Ardith Peters took on the Directorship in late summer. KSU's investment in the Center will be less than \$2000 by the end of the calendar year. The Director has identified an intern to support the Center, at

no cost to KSU.

With a small investment by KSU, in a short time, the Center has:

- ✓ developed mission, goals and timetables for meeting the goals,
- ✓ conducted three days of training for professionals,
- ✓ supported the submission of two grant proposals,
- ✓ prepared and submitted training proposal for statewide critical incident debriefing training for college and university counselors, and
- ✓ is collaborating with others on King Day Event and Town Hall Meeting.

### **II I) Contribution to Achieving KSU's Mission**

The Center's contribution to the mission of KSU is **strong**.

KSU places a strong emphasis on professionally oriented degrees, which emphasize the application of knowledge. The Center has a similar focus, with its emphasis on research and the application of research to the specific social problem of violence. KSU also has a strong graduate component that can benefit by the research forum that the Center provides. Existing graduate programs in Nursing and Public Administration and the prospective MSW program can refer students with research interests in violence and violence prevention.

### **III Summary Conclusion About the Strength Center's Overall Quality**

The Center's overall quality is **strong**. In areas related to staffing and space, the Center's resources are either **satisfactory** or **weak**.

The Center was established in summer of 2002 in response to a stated need for a forum for violence prevention and intervention initiative in the area. Because of this responsiveness to community need, it has already established a good reputation with stakeholders, primarily in the area of training and technical assistance. Both participants and presenters have evaluated program planning and content very favorably. A statewide professional organization has been referred to the Center and has asked for a proposal for training and on-site critical incident debriefing. Community partners in one grant application have asked for technical assistance in up coming grant applications.

The Director has experience in the area of developing, acquiring funding and managing community based programs related to crime and violence prevention. Colleagues and others with expertise in a variety of violence related areas would be tapped as appropriate.

Presently, the Center has been allocated few resources, as relates to financial or staff support or physical space.

#### **III a) Public Recognition, Honors and Awards Received by the Center**

The Center's public recognition, honors and awards record is **satisfactory**, given its brief history.

The Center has not yet received such recognition.

It is anticipated that the Center will receive recognition as it continues to develop a track record. There is enormous potential for research and other contributions in the area of violence prevention and intervention, a very high profile topic.

### **III b) Stakeholder Satisfaction with the Center's Work and Accomplishments**

The Center's record of stakeholder satisfaction is **very strong (exemplary)**.

The following indicates a high level of stakeholder satisfaction:

The Center conducted evaluations of each day of training, with participants rating the experience very favorably. Written comments ask for more training of this caliber. Those who could not attend these sessions have requested that they stay on the mailing list.

Written and oral communication with speakers at the training session attests to the well-organized and balanced program.

One participant referred the USG Regent's Counseling Directors Association to the Center, which resulted in a request for a proposal to conduct Critical Incident Debriefing and on-site follow-up for university and college counselors throughout Georgia.

Community partners in the mental health court grant application preparation have asked for technical assistance is preparing up to three more applications in the very near future.

### **III c) Other Assessments of the Quality of the Center's Work**

Other assessments of the quality of the work are **satisfactory** in this stage in the life of the Center.

There are no other assessments of the quality of the Center's work at this time, to be expected given the brief existence of the Center.

Awards of grants, publications, presentations will provide additional assessments of the Center's success. An Advisory Board will be formed to help formulate and assess the work of the Center. A Web page and print materials will be developed to increase the recognition and appreciation of the Center,

### **III d) Center's Responsiveness to State Needs & Changing Conditions**

The Center's responsiveness to needs and conditions is **very strong (exemplary)**.

The Center was created in response to a stated community need for a university-based anti-violence initiative in the wake of 9/11. It is modeled on New York University's successful Violence Center, but tailored to meet the need of its community. The focus of the Center is on violence in the community and in the home, but there is flexibility to address changing conditions and needs.

The term community is used broadly, including both those within a geographic area and those with shared concerns about violence prevention and intervention.

### **III e) Quality of the Faculty & Staff Supporting the Center**

The quality of the Director of the Center is **very strong (exemplary)**.

There is no staff assigned to the Center, so that this area must be considered **very weak (deficient)**.

Dr. Ardith A. Peters, the Director of the Center, has an academic background in organizational sociology. She spent ten years with the Atlanta Police and Public Safety

Departments, serving as Planning Director and Grants Manager during that time. She was responsible for the developing, acquiring funding and managing community based programs, with particular emphasis on crime and violence reduction.

Department of Human Services colleagues have made important contributions to Center efforts in their areas of expertise. Dr. Alan Kirk presented Critical Incident Debriefing training, an area of extensive experience with the Air Force. Dr. Louise Bill has contributed in an area of her expertise, domestic violence advocacy. Dr. Anne Hicks-Coolick has provided insights in the development of the Center, introductions to key community leaders and the bureaucratic workings critical to its success. Ms. Judith Slater has provided as a sounding board and made programmatic suggestions.

Colleagues outside KSU have included Moses Ector, Deputy Director for Homeland Security in DeKalb, and Monette Park, retired Columbine High school social worker. The Director is developing a roster others with interest and expertise in violence prevention and intervention

The Center is not currently staffed, so the Director is responsible for the vision, leadership, administrative and clerical functions of the Center. The Department of Human Services Staff has provided some support in mailings, telephone inquiries and certificates.

A senior Human Services student will intern with the Center in Spring 2003 and will provided much needed administrative and programmatic support. There is also a possibility of a graduate assistant in 2003, should funds be available. Adequate staffing is critical to the Center realizing its full potential.

### **III f) The Quality of KSU Facilities and Equipment Supporting the Center**

The quality of KSU facilities and equipment supporting the Center is **weak**.

No KSU facilities or equipment specifically support the Center. The Director works from her KSU faculty and home offices. Given the already cramped quarters of the Human Services Department, there is very little workspace and no storage area for Center work or materials. It is not clear where the student intern and graduate assistant can be located.

A house on Frey Lake Road has been assigned to the Department of Human Services. It is anticipated that there will be space for the Center in that facility that will serve the purpose very nicely. There will still be a need for computer, telephone, office furniture and other equipment for the area. While the date of the move is uncertain, it seems likely to be in early 2003.

### **III g) The Quality of the Overall Financial Investment in the Operation of the Center**

KSU's current financial investment in the Center is **weak**.

The potential for external funding, given some "seed resources" is **strong**.

Without much support from KSU, the Center has a creditable record. The Director's background of work with the Department of Justice and the new Assistant Dean's wealth of experience and contacts at the Center for Disease Control and Prevention (especially the Violence Epidemiology Section) bode well for leveraging KSU's future investment in the Center. There is a widespread interest and concern in the area of violence and research and program funding typically follows interest.

With some increased staffing, (by way of intern and graduate assistant) and adequate physical space and equipment, there is terrific potential for funding.

### **III h) Quality of Advanced Technology Available to Support the Center**

The quality of advanced technology is **satisfactory**.

As noted in section IIIg above, KSU has not provided a high level of resources to the Center. Access to advanced technology has not been problem in the work of the Center to date, since there has been no need for such technology.

It is not anticipated that there will be a great requirement for advanced technology in the future work of the Center. When the need arises, it seems likely that it can be served by already existing resources, as has been the experience of the Center for Nonprofit and Public Leadership. Should the resources not be available at KSU, they will be requested as part of the grants and contracts necessitating the technology.

### **III I) Leadership Position of the Center**

The Center's leadership position is **strong**, given its brief existence.

The Center has not yet had time to develop a leadership position in Georgia, the region and the nation. It is, however, to the best of our knowledge, the only such Center in Georgia. Its work has already been commended to a statewide organization of professionals.

There is great potential to develop an important leadership position in this arena. The Director of the Center is studying documents and materials from other centers, as well as the literature on the concept of academic centers. She plans a trip to the New York University Violence Center, which serves as the model for the Center, during Spring 2003, if funding permits.

## **IV Summary Conclusion About the Center's Viability at KSU**

This self-study demonstrates that the Center for the Prevention of Violence is **viable**.

This finding is based upon the Center's high level of productivity and quality of programming thus far in its history. Given time and other resources, the Center has the potential to make important contributions and bring recognition to the University and College.

## **V Potential for "Model Program" Status**

The Center for the Prevention of Violence has the potential to become a model program. It is modeled on just such a program at New York University. To our knowledge, there is no program in the region that has been established to bring together people and knowledge from a variety of disciplines and professions to address violence prevention and intervention. Its placement in the College of Health & Human Services provides for a great deal of interdisciplinary collaboration among professionals who have an interest in the area of violence. The topic is one of critical importance at the moment. The experience of the Director and the in-coming Assistant Dean for research provide a great basis for innovative and exemplary work.

## VI Improvement Plan

<u>Task</u>	<u>Timetable</u>	<u>Responsibility</u>	<u>Comments</u>
Allow time for increased productivity after start up period.	Current and ongoing	Peters, KSU	Several project are in the works but have not yet come to fruition.
Acquire staff to allow Director to focus on the larger picture.	Intern-- January 2003.	Peters, Kirk	Funding is needed to support plan for Graduate Assistant
Move into house on Frey Lake Road to establish workspace and identity of Center.	Spring 2003 (anticipated).	KSU officials, Kirk, Peters	Space is committed to HS, but there are no definitive plans for completion of build out or move.
Work with new Assistant Dean for Research to identify funding for research projects.	February 2003 and ongoing.	Peters, Akers	
Develop Web page and print materials to increase name recognition of Center	Spring semester 2003	Peters, Miller	Will need some funding for printing.
Establish Advisory Council	Spring semester 2003	Peters	
Identify colleagues and others with interest and expertise in violence prevention and intervention	Current and ongoing.	Peters	
Visit the Violence Center at New York University, as funds permit.	Spring 2003	Peters, Kirk	Will require funding for travel.

## VII Summary Recommendations

The recommendation is to **enhance and expand future investment in the Center.**

The Center has been very productive and has provided a high quality of programming in the last six months. Given resources and time, there is potential for a great return on KSU's investment. The Center is well positioned to become a model program, providing a forum for scholarship, service and teaching, and gaining recognition for KSU.

The improvement plan set out above outlines the major tasks that need to be accomplished to take the Center to the next level, as well as the timeframe in which they can be completed. Some, such as the graduate assistant and travel will require resources. Others, such as the intern, Web page, Advisory Council and work with the incoming Dean do not immediate resources.

PAGE

PAGE

Normal

Normal

Heading 1

Heading 1

Normal

Normal

Normal

Heading 1

Heading 1

Default Paragraph Font

Default Paragraph Font

Footer

Footer

Page Number

Page Number

Body Text Indent

Body Text Indent

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Document1.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Document1.asd

Unknown UserNC:\Documents and Settings\default\My Documents\Center

comprehensive report.doc

Unknown UserNC:\Documents and Settings\default\My Documents\Center

comprehensive report.doc

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd

Unknown UserC:\Documents and Settings\default\Application

Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd  
Unknown UserC:\Documents and Settings\default\Application  
Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd  
Unknown UserC:\Documents and Settings\default\Application  
Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd  
Unknown UserC:\Documents and Settings\default\Application  
Data\Microsoft\Word\AutoRecovery save of Center comprehensive report.asd  
Unknown UserNC:\Documents and Settings\default\My Documents\Center  
comprehensive report.doc  
Unknown UserNC:\Documents and Settings\default\My Documents\Center  
comprehensive report.doc  
Unknownŷ□  
Times New Roman  
Times New Roman  
Symbol  
Symbol  
Century Gothic  
Century Gothic  
Garamond  
Garamond  
Wingdings  
Wingdings  
Courier New  
Courier New  
(COMPREHENSIVE PROGRAM REVIEW SELF-STUDY  
(COMPREHENSIVE PROGRAM REVIEW SELF-STUDY  
Unknown User  
Unknown User  
Unknown User  
Unknown User  
COMPREHENSIVE PROGRAM REVIEW SELF-STUDY  
Unknown User  
Normal.dot  
Unknown User  
Microsoft Word 9.0  
DellComputerCorporation  
COMPREHENSIVE PROGRAM REVIEW SELF-STUDY  
Root Entry  
1Table  
1Table  
WordDocument  
WordDocument  
SummaryInformation  
SummaryInformation  
DocumentSummaryInformation  
DocumentSummaryInformation  
CompObj  
CompObj  
ObjectPool  
ObjectPool  
Microsoft Word Document  
MSWordDoc

Word.Document.8