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Coastal Carolina College Mid-Week Memo, 1977-02-02

USC Coastal Carolina College

Coastal Carolina University

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COASTAL CAROLINA COLLEGE

M I D - W E E K M E M O

February 2, 1977

CONSERVING
ENERGY

Even though the University, Main Campus, will be closed for two weeks beginning at the end of the day Friday, February 4, Coastal's plans are to remain open. We have enough fuel on hand to last until warm weather and we have no energy problem related to power. The only thing other than inclement weather that would cause us to close would be an executive order by Governor Edwards.

However, all faculty and staff are urged to exercise prudence in conserving heat by closing doors, windows, etc.

EMPLOYMENT

Faculty and staff are reminded to get approval through the proper channels of an effective date for employing personnel or student assistants before they begin work. If they should begin work before an approved effective date has been established, then you would be responsible for their pay.

IBM EQUIPMENT

If you should have trouble with any IBM equipment--typewriters, copiers, etc., please call the Business Office, Ext. 109, We will call the IBM Office for you.

FACULTY
WELFARE
COMMITTEE

The Faculty Welfare Committee will meet Tuesday, February 8, at 12:15 p.m. in AC 214, the conference room in the Academic Building.

SOCIAL
OUTING

The first social outing for the Spring Semester will be held at Nance's Oyster Roast and Seafood House in Murrells Inlet on February 11 at 8:00 p.m. Interested parties may take advantage of cocktails at the Clipper Ship in Garden City from 6:00 p.m. to 7:45 p.m. Please register your acceptance with John Durrell at Ext. 161 or Jim Branham at Ext.167.