

10-20-1976

Coastal Carolina College Mid-Week Memo, 1976-10-20

USC Coastal Carolina College

Coastal Carolina University

Follow this and additional works at: <https://digitalcommons.coastal.edu/midweek-memo>



Part of the [Higher Education Commons](#), and the [History Commons](#)

Recommended Citation

USC Coastal Carolina College and Coastal Carolina University, "Coastal Carolina College Mid-Week Memo, 1976-10-20" (1976). *Coastal Carolina College Mid-Week Memo*. 78.
<https://digitalcommons.coastal.edu/midweek-memo/78>

This Periodical is brought to you for free and open access by the CCU Newsletters at CCU Digital Commons. It has been accepted for inclusion in Coastal Carolina College Mid-Week Memo by an authorized administrator of CCU Digital Commons. For more information, please contact commons@coastal.edu.

C O A S T A L C A R O L I N A C O L L E G E

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

October 20, 1976

RECEPTION HONORING
FACULTY, STAFF, AND
DR. H. WILLARD DAVIS

A reception honoring the Faculty and Staff along with Vice-President H. Willard Davis is scheduled for Wednesday evening, November 3, from 6:30 p.m. to 8:00 p.m. at the Dunes Golf and Beach Club. Invitations are being mailed out. If we miss you due to incorrect address or other reasons, please let Ms. Allen or Ms. Cox at Ext. 116 know. This would be a good check for the administration on proper addresses.

CHRISTMAS HOLIDAYS

Christmas recess for classified employees and twelve-month employees will begin at 5:00 p.m. December 24 and these persons return to work on January 3. It is expected, however, that Governor Edwards will declare December 24 a state holiday.

Vacation for non-classified faculty persons will "officially" begin at the end of the workday on Wednesday, December 22, and return to duty on January 6.

AD HOC COMMITTEE

There will be a meeting of the Ad Hoc Committee to make recommendations on the faculty manual on Tuesday, October 26, at 1:00 p.m. in the Conference Room of the Administration Building. All divisions should have selected a permanent member for this committee by that time.

ALL FACULTY STANDING
COMMITTEES

All Faculty Standing Committees are encouraged to forward their choice of chairperson and term of service of its members to Joe Pinson of the Nominations and Elections Committee by Wednesday, November 3.

OUTSIDE VENDOR ORDERS

Please let the Business Office know immediately when you receive item or items ordered from outside vendors in order that the bill may be paid promptly.

USE OF CAMPUS FACILITIES

If someone contacts you requesting the use of a room or other campus facility, please refer them to the Business Office or to Philip T. Massey. Mr. Massey is located in the Business Office in the Administration Building, Ext. 109. This will clear up any questions as to who will be responsible for the permission of the use of campus property. Mr. Massey will be responsible for the condition of the room (i.e. number of chairs, arrangement of room, special instructions, etc.). If a person does not go through his office we cannot and will not guarantee the availability and condition of room(s). Please follow these procedures so that we can assure the use of all campus facilities.

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

Page 2

FACULTY WELFARE, GRIEVANCE,
AND DEVELOPMENT COMMITTEE

The first meeting of the Faculty Welfare, Grievance, and Development Committee was held on Wednesday, October 13. Don Millus was elected to serve as Chairman of the Committee. It was agreed to hold regular monthly meetings on the second Wednesday of each month at 12:55.

PARKING

Please read in all classes on Thursday and Friday, October 21 and 22. Most people are cooperating nicely with the new parking plan and the administration is most grateful for your support; however, there are still some who continue to park in the "No Parking" areas which are clearly marked in yellow. Please use authorized parking spaces and stay off of the yellow lines. Vehicles which are parked on yellow lines are subject to being towed away at owner's expense.

OKTOBERFEST

The Oktoberfest will be held on November 5, 1976 in Cino's at 7:00 p.m. Membership to the club is open to all. Membership dues are as follows: \$1 for students, \$1.50 for faculty and their spouses (\$1.50 each), and \$2 for those wishing to attend who are not affiliated with the campus. Please turn in your dues to Misses Regina Neely, Leslie Gentry, Sunny Pearson, Robin Raynor, or Professors Tony Albinak, John Eberwein, Richard More, Subhash Saxena, and Steve Nagle. Please bring your favorite international dish--enough for you and one other person. Beverages will be provided. We are looking forward to seeing you there! Please bring new ideas!