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## Coastal Carolina College This Week, November 22, 1982

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# THIS WEEK

A Newsletter for faculty, administration, and staff of Coastal Carolina College

VOL. 4 NO. 13

USC-COASTAL CAROLINA COLLEGE

NOVEMBER 22, 1982

## USC-COASTAL BENEFIT GOLF TOURNAMENT DEC. 1

Five Grand Strand area golf clubs are cooperating to host a special five-course golf tournament to benefit USC-Coastal Carolina College on Dec. 1, Coastal Carolina College officials have announced.

The Coastal Carolina Open Golf Tournament is scheduled to begin with a shotgun start at noon on Wed., Dec. 1 at The Dunes Golf and Beach Club, Myrtle Beach National Golf Club, Carolina Golf and Country Club, Beachwood Golf Club and Deertrack Golf and Country Club. The entry fee, which is tax-deductible, covers fees and refreshments. The tournament format is a handicapped scramble (selective shot).

Proceeds from the benefit tournament will help maintain Wheelwright Auditorium, the new \$3-million performing arts center at USC-Coastal Carolina College.

"The tournament is open to everyone -- men and women, pros and amateurs," says Francis Cooper of Surf Golf Club, who is voluntarily organizing the event. "We'll have tournament winners at all five courses," Cooper explains. "Because each participating club is donating its course for the day, we are asking the remaining golf courses in the Grand Strand area to help with the donation of prizes -- and we're also contacting businesses for prize donations.

"We're also accepting donations from individuals who cannot play in the tournament."

Entry forms for the tournament are available at all Grand Strand Pro Shops and at the Office of College Relations at USC-Coastal Carolina College.

The entry deadline is November 27.

Information is available from the Office of College Relations at Coastal Carolina College

## FACULTY SOCIAL

The next faculty social will be held on Saturday, December 4, in conjunction with the Community Volunteer Service's charity ball. Cocktails and dinner will be at Clancy's in North Myrtle Beach at 6:00 p.m. Drinks will be two for the price of one.

The dinner and the dance are separate events and can be attended independently of one another. For dinner reservations, contact John Eberwein (131) or Patsy Holmes (236). For tickets to the dance, contact Marsh Myers (265).

## FACULTY-STUDENT VOLLEYBALL

Faculty can show the students how to play volleyball in the Faculty vs. Student Volleyball Game, on Tuesday Nov. 30 at 1:00 in Kimbel Gymnasium. The best two out of three games will determine the winner. Faculty members may sign up on the bulletin board next to room 321 in WBB, or you may sign up by calling ext. 137.

## MINI-ADVISING WORKSHOPS

A series of mini-advising workshops to be held from 1:30 to 2:00 p.m. on each Monday in November. All of the workshops will be held in AC 111.

Please bring your catalog and your advisor's manual to each meeting. Although workshops will be brief, there will be time for questions.

The workshops will focus on how to give academic advice about courses in the following Schools.

Mathematics	November 1	Dean Cicero
Science	November 8	Dean Moore
Social and Behavioral Sciences	November 15	Dean Vrooman
Music and Foreign Language	November 22	Carolyn Cox and Al Hall
Interdisciplinary Studies	November 29	Glenda Sweet



## PERFORMANCE SYSTEM FOR EMPLOYEES TO BE IMPLEMENTED

State Personnel Division, with the aid of a consulting firm, has developed a revised performance appraisal system for all classified State employees. The new Employee Performance Management System is intended to increase efficiency and employee/employer communication through the use of planned performance objectives, written job duties and performance characteristics.

During a planning stage, at the beginning of the review period, the employee and supervisor define expected achievements to be made throughout the review period. At the end of the review period, the employee is rated at one of three levels of performance; exceeds performance requirements, meets performance requirements or below performance requirements. Performance is evaluated in three different areas: objectives, job duties and performance characteristics. This system encourages the employee and the supervisor to work to meet mutually set goals and performance requirements.

The procedure for handling substandard performance is modified under the Employee Performance Management System to allow the employee time to improve, but if no improvement is noted within the specified time the employee will be removed from the position by dismissal, transfer or demotion. This change is necessary due to the elimination of the marginal performance rating.

Full implementation of the program by the University must be completed by July 1, 1983. All supervisors will be mailed performance appraisal forms for their employees during January. The initial planning stage must be completed for all employees by March 1983.

Training in the administration of the new Employee Performance Management System is mandated by State Budget and Control Board. A schedule of training for supervisors in your area is attached. Please notify supervisors in of the date and time of the session they are to attend. In addition to the supervisory training, a brief orientation is planned for each employee during early January. Information concerning this orientation will be sent at a later date. If a supervisor is unable to attend his/her scheduled session, please contact Mina Skinner in the Personnel Training Office, 7-6578, to arrange a more suitable time.

## 1983 HOLIDAY SCHEDULE

President Holderman has approved the holiday schedule listed below for 1983. The New Year's Day holiday will be observed Monday, April 4, 1983 since the day other State agencies will observe New Year's Day, December 31, 1982, has already been added to the University's 1982 holiday schedule.

1. Sub. for New Year's Day . . . Monday, April 4, 1983
2. Independence Day. . . . . Monday, July 4, 1983
3. Labor Day . . . . . Monday, September 5, 1983
4. Thanksgiving Day . . . Thursday, November 24, 1983
5. Thanksgiving Holiday. . . Friday, November 25, 1983
6. Christmas Day . . . . . Monday, December 26, 1983
7. Christmas Holiday . . . Tuesday, December 27, 1983
8. Christmas Holiday . . Wednesday, December 28, 1983
9. Christmas Holiday . . . Thursday, December 29, 1983
10. Christmas Holiday . . . . Friday, December 30, 1983



**SCHEDULE OF EVENTS**  
**(AIRS)**  
**DATA SOURCE ACTIVITY INFORMATION REPORTING SYSTEM**  
**NOV. 22 - NOV. 29**

Date	Start	Bldg.	Room	Event	Coordinator
Mon., Nov. 22	0900	SC	101	Southern Graphics Print Exhibit	Fox
Mon., Nov. 22	1200	SC	107	Chancellors Cabinet	M. Allen
Mon., Nov. 22	1330	AC	111	Advisement Workshop	Glenda Sweet
Mon., Nov. 22	1330	SC	202	Alpha Phi Alpha Meeting	T. Thomas
Mon., Nov. 22	1330	AD	125	Chancellors Search Committee	M. Allen
Mon., Nov. 22	1430	KL		Petitions & Scholastic Standings	Steve West
Mon., Nov. 22	1500	AD	125	Chancellors Cabinet	Dr. Singleton
Mon., Nov. 22	1930	AC	104	Adopt-A-Doll Section II	Garland
Tues., Nov. 23	0900	SC	101	Southern Graphics Print Exhibit	Fox
Tues., Nov. 23	1330	SC	204	Campus Union	Sanders
Tues., Nov. 23	1330	AD	125	Chancellors Search Committee	M. Allen
Tues., Nov. 23	1430	KL		Long Range Planning Committee	C. Tomczyk
Tues., Nov. 23	1930	AC	203	Adopt-A-Doll III	A. Garland
Wed., Nov. 24	0900	SC	101	Southern Graphics Print Exhibit	Fox
Wed., Nov. 24	0800	SC	107	Panel of Presidents	Squatriglia
Wed., Nov. 24	1220	FA	001	Music Rehearsal	C. Schramm
Wed., Nov. 24	1330	SC	204	Afro-Am Meeting	W. Gerald
Wed., Nov. 24	1330	SC	201	Sigma Phi Epsilon Meeting	M. Rogers
Wed., Nov. 24	1630	FA	005	Stage and Dance Band Rehearsal	Myers
Wed., Nov. 24	1930	FA	005	Dance Band Rehearsal	M. Myers
Thurs., Nov. 25	0900	SC	101	Southern Graphics Print Exhibit	Fox
Thurs., Nov. 25	1800	AC	203	American Institute of Banking	Phil Hucks
Fri., Nov. 26	0900	SC	101	Southern Graphics Print Exhibit	Fox
Fri., Nov. 26	1900	WB	GYM	Women's Basketball CCC/Wake For Casey/Bergman	
Sat., Nov. 27	0930	AD	114	Learning to talk to the computer	A. Garland
Mon., Nov. 29	0900	SC	101	Southern Graphics Print Exhibit	Fox
Mon., Nov. 29	0900	SC	LBY	Student Nurses Asso. Bake Sale	B. Biggers
Mon., Nov. 29	1230	SC	205	Beginning Bridge	Squatriglia
Mon., Nov. 29	1230	SC	107	Athletic Committee Meeting	Baxley
Mon., Nov. 29	1315	SC	204	International Club Meeting	A. Olivieri
Mon., Nov. 29	1330	AC	111	Advisement Workshop	Sweet
Mon., Nov. 29	1330	SC	202	Alpha Phi Alpha Meeting	T. Thomas
Mon., Nov. 29	1500	AD	125	Chancellors Cabinet	Dr. Singleton
Mon., Nov. 29	1930	AC	104	Adopt-A-Doll Section II	Garland