

The Chronicle 1983-84

Sharon
August 10th
#20 of 1984

CHRISTOPHER NEWPORT COLLEGE

MON.

August 13

TUE.

August 14

WED.

August 15

THU.

August 16

FRI.

August 17

Fine & Performing Arts Monthly Concert - 8:15 p.m. - CC Theatre
Robert Pollock, Pianist

SAT.

August 18

SUN.

August 19

**Published weekly by the Office of the
Vice President for Academic Affairs**

OFFICIAL ANNOUNCEMENTS

Scheduling of Special Classes, Events and Activities

All events other than normal class schedules should be scheduled through Ms. Debra Ruffin, Room Reservationist, located in the Campus Center. Ms. Ruffin submits a weekly schedule to the Building & Ground Department for the purpose of entering all activities for the week into the Computer Energy Management System.

In submitting your schedule of events it is imperative for us to know the actual time of occupancy of the rooms or building, not the "Blocked" set aside time. Many hours of air conditioning and heating have been wasted in the past, conditioning buildings or rooms that are unoccupied. It is our policy to start conditioning areas required, one (1) hour prior to occupancy. I ask your assistance to help us conserve and cut the staggering cost of utilities.

Vice President for Financial Affairs

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Holiday Leave

The College will observe the following holiday schedule during the Fall semester:

LABOR DAY - The College will be closed on Labor Day, September 3, 1984. This is an authorized holiday, and annual leave is not charged.

THANKSGIVING DAY - The College will be closed on Thanksgiving Day, November 22, and on Friday, November 23, 1984. Both days are authorized holidays and annual leave is not charged.

CHRISTMAS & NEW YEAR'S DAY - The College will close at 5:00 p.m., December 21, 1984, and remain closed until 8:00 a.m., January 2, 1985. All of these days are authorized holidays with the exception of December 24, 1984 on which day the College will be closed as an energy conservation measure.

Employees required for necessary services on the above holidays are eligible for compensatory leave.

-- Robert C. Hixon, Director of Personnel

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New Price Structure -- Campus Sign Shop

ENGRAVED PLASTIC SIGNS:	SIZE	COST						
	2x4	\$2.40 + 5¢ per character (including spaces and punctuation)						
	2x6	\$2.60 + "	"	"	"	"	"	"
	2x8	\$2.80 + "	"	"	"	"	"	"
	2x10	\$3.00 + "	"	"	"	"	"	"
	4x8	\$3.80 + "	"	"	"	"	"	"
	4x10	\$3.60 + "	"	"	"	"	"	"
	4x12	\$3.80 + "	"	"	"	"	"	"
	10x10	\$7.95 + "	"	"	"	"	"	"
	10x12	\$8.40 + "	"	"	"	"	"	"
NAME TAGS:	1x2	\$1.20 + "	"	"	"	"	"	"
(pins + 15c each)	1x3	\$1.40 + "	"	"	"	"	"	"
PERMANENT MOUNTING TAPE:	One cent per inch							
DESK SIGN HOLDERS:	WOOD	2x8	\$3.25					
		2x10	\$7.00					
	ALUMINUM	2x8	\$3.45					
		2x10	\$3.90					

WALL SIGN HOLDERS: ALUMINUM 2x8 \$2.55
 2x10 \$3.00

POSTER BOARD SIGNS: 14x22 \$1.00 + 5¢ per character including punctuation & spaces
 14x11 \$.50
 7x11 \$.25

Debbie Fuqua, Coordinator of Graphics &
 Publication

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LIBRARY BOOK ORDERS

Department chairs have been advised of the 1984/85 departmental allocations. Faculty book requests for the remainder of your department's allocation must be submitted to the coordinators by September 14. Please talk with one of us about an extension if this works a hardship.

Book request forms were distributed to all faculty members in May. Additional forms are available in the Technical Services Department or by calling ext. 7137.

Jennilou Grotevant
 Technical Services Librarian
 Wendell Barbour
 Library Director

FACULTY/STAFF/STUDENT NEWS

President Anderson

President Anderson is now recovering from surgery performed on Friday, 8/3/84, at Riverside Hospital. The surgery, a "spinal laminectomy," was required in order to alleviate a pinched nerve problem. He expects to be released from the hospital on or about 8/13/84; a six-week convalescent period will follow. He is now in room 498 at Riverside.

-- Vice President for Academic Affairs

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New Appointment & Promotion in Counseling & Career Services

Judy Hietanen has been appointed Director of Employer Relations for Christopher Newport College. Judy has been employed as an Assistant Professor and Retail Program Director at Hampton Institute. She also has extensive experience in personnel with two major corporations as well as involvement in two successful entrepreneurial ventures.

Judy holds a Master's degree from The College of William and Mary and a Bachelor's degree from Mercy College of Detroit. She has undertaken doctoral coursework at Virginia Tech.

Rita Murphy has been promoted to the position of Assistant Director, Employer Relations. Rita received her Bachelor's degree in Psychology and Philosophy in May, 1984, from Christopher Newport College.

Prior to beginning her studies, Rita held positions as Director of Public Relations and Coordinator for Federal Funding for a New York public school district. She has also been employed as an editor and graphics designer. Rita has most recently been employed with the Office of Counseling and Career Services at CNC. In her new position, Rita will be responsible for placement activities within the public sector.

-- Franklin Babcock, Director
 Counseling & Career Services.

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Promotion in the Comptroller's Office

Patrese Ellis, General Accounting Supervisor in the Business Office, has been appointed Assistant Comptroller. Congratulations, Patrese.

-- Rebecca H. Butler, Comptroller

NEWS & GENERAL INFORMATIONSituation Wanted

French girl. Aged 20, experience with young children, wants to spend Sept. '84 - June '85 as member of American family, caring for children in return for room and board and spending money. Please contact Gillian Dawson, 874-2408.

CORRESPONDENCE SUBMITTED FOR PUBLICATION

APA-1984-8A



COMMONWEALTH of VIRGINIA

Auditor of Public Accounts

CHARLES K. TRIBLE
AUDITOR

POST OFFICE BOX 1295
RICHMOND, VIRGINIA 23210
(804) 225-3350

July 10, 1984

Memorandum to State Agency Heads, Presidents of Institutions of Higher Education, and Judges of Circuit and District Courts

Re: Statutory Report of Certain Fraudulent Transactions

The 1984 General Assembly enacted Section 2.1-155.3 effective July 1, 1984, which is quoted below in full:

"State agencies, courts, and local constitutional officers to report certain fraudulent transactions; penalty.—Upon the discovery of circumstances suggesting a reasonable possibility that a fraudulent transaction has occurred involving funds or property under the control of any state department, court, officer, board, commission, institution or other agency of the Commonwealth, including local constitutional officers and appointed officials exercising the powers of elected constitutional officers, as to which one or more officers or employees of state or local government may be party thereto, the state agency head, court clerk or local official in charge of such entity shall forthwith report such information as is available to the Auditor of Public Accounts and the Department of State Police and shall cooperate to the fullest extent in any audit or investigation which may occur.

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"The willful failure to make the report required herein shall constitute a Class 3 misdemeanor.

"Nothing herein shall affect the requirements of Section 52-8.2."

The report should be in writing and addressed as follows:

Auditor of Public Accounts
Statutory Report Section
P. O. Box 1295
Richmond, Virginia 23210

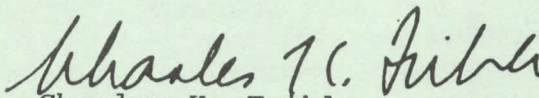
Department of State Police
Bureau of Criminal Investigation
P. O. Box 27472
Richmond, Virginia 23261

You will note that the statute does not require that this office or the Department of State Police conduct an audit or an investigation upon receipt of the report. If the circumstances have been reported to the Attorney General, Commonwealth's Attorney or any other law enforcement agency, that fact should be indicated, together with the name of the person to whom the report was made in order to facilitate contact between this office and/or the Department of State Police and any other agency or official who may be conducting an investigation. If the circumstances have also been reported to an internal audit agency, that fact should also be indicated, together with the name of the person so notified.

Upon receipt of a report, this office will coordinate our activities with the Department of State Police and you will be notified as to whether an audit by this office or an investigation by the Department of State Police will or will not be made. The report will be exempt from the provisions of the Virginia Freedom of Information Act pursuant to the statutory exclusions in Section 2.1-342 and will not be made available to media or the public in the absence of a court order to the contrary.

A report is required effective July 1 upon the discovery of circumstances suggesting a reasonable possibility that a fraudulent transaction has occurred whether or not the transaction occurred prior to or on or after July 1. Accordingly, if the discovery occurs on or after July 1, the information should be reported although the fraudulent transaction occurred prior to that date.

Should you have any questions concerning the foregoing, please do not hesitate to communicate them in writing to me and to Jay Cochran, Director, Bureau of Criminal Investigation.


Charles K. Tribble
Auditor of Public Accounts

CKT/jl

copy to APA Audit Staff