

THE CHRONICLE

1984-85 Academic Year

December 14th
#38 of 1984

Published by the Office of the Vice President
for Academic Affairs

Monday
December 17

Men's Basketball - (home) - 7:30 pm - Alabama Christian

Tuesday
December 18

Wednesday
December 19

Thursday
December 20

Friday
December 21

Saturday
December 22

Men's Basketball - (away) -
1:00 pm - W&M

Sunday
December 23

CHRISTOPHER NEWPORT COLLEGE

OFFICIAL ANNOUNCEMENTS

Chronicle Schedule

This is the last edition of the Chronicle in 1984. The next edition will appear on Friday, January 11, 1985.

-- Vice President for Academic Affairs

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Deadline for Ordering Equipment

"Departments or functions of the college planning to order equipment during the current fiscal year should place the order(s) with the college's purchasing department by submission of departmental requisitions not later than January 31, 1985. Note: The Purchasing Office will continue to accept requisitions throughout the year. Requisitions for goods and services other than equipment should be delivered to purchasing by May 1, 1985 for procurement in fiscal year 1984-1985.

Charges for requisitions presented after the deadlines may be carried forward into next year if cancellation is not received in writing by the purchasing office on/or before June 1, 1985."

-- Vice President for Financial Affairs

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NOTICE: Paychecks for End of December 1984 Pay Period

Paychecks will be distributed in the Payroll Office, Room 210 of the Administration Building, during the period 9:00 a.m. to 11:00 a.m. on Friday, December 28, 1984. The paychecks will be dated Dec. 28, 1984 and can be cashed on receipt even though the pay period for which the checks are drawn covers the entire pay period December 16th through December 31st.

Anyone wishing to have his paycheck mailed should inform the Payroll Office not later than December 21, 1984.

Checks not claimed on December 28th will be distributed as usual on January 2, 1985.

-- Personnel Office

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NOTICE: Christmas Holiday Schedule

As previously published, the College will close at 5:00 p.m., December 21, 1984 and remain closed until 8:00 a.m., January 2, 1985. The Governor has authorized State offices to be closed all day on Monday, Dec. 24 and Monday, Dec. 31, 1984.

Due to the additional authorized holiday on December 31st, all classified employees will be credited with eight (8) hours of compensatory leave. This may be used for the purposes of, and in lieu of, annual and sick leave next year (1985).

-- Personnel Office

NEWS & GENERAL INFORMATION

Hours December 10 through 14 -- Exam Week - Christopher's & The Terrace

Christopher's 7:30 A.M. to 1:30 P.M.

The Terrace 1:30 P.M. to *

The Terrace will be open Dec. 17 through 21, 11:30 to 1:30 - No night hours.

Food Services will close the 21st P.M. and reopen the Terrace on the 2nd of January

The Terrace will be open Jan. 2 through 5, 11:30 to 1:30 - No night hours.

January 7th through January 18th - The Terrace will be open 11:30 A.M. to 1:30 P.M. & 7 P.M. to *

Resume normal hours on January 21st.

*The Terrace will stay open only if there is enough business to justify operation.

-- Food Services

FACULTY/STAFF/STUDENT NEWS

Professor Colonna assisted the United Way of the Virginia Peninsula in their preliminary research on a "Economic Profile of the Peninsula and Potential Contributors." This data was used in the United Way Campaign fall 1984.

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On Friday, December 7, John E. Jenkins attended a meeting of the Virginia Association of Colleges of Teacher Education which was held at the College of William and Mary.

COMMITTEE INFORMATION & FACULTY BUSINESS

Solicitation of Comments on New Curriculum Proposal

The Curriculum Committee would welcome written comments and suggestions on the "New Curriculum" as revised by amendments passed by the faculty. Please send these comments to the chairman of the Committee, Steve Sanderlin. The Curriculum Committee will meet at the beginning of the spring semester.

-- Steve Sanderlin

