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The annual holiday celebrations and employee recognition ceremonies will be held next month at both University faculty and staff. We will gather to pay tribute to 1985 at vice presidential and college receptions. The festivities will include presentations of certificates and plaques to employees celebrating their 10, 15, 20, and 25 year service anniversaries. Outstanding Service award recipients will also be announced. Recognition receptions for the Tampa campus will be held as follows:

**Thursday, December 12**

- **College of Social and Behavioral Sciences**
  3:00 p.m. - 5:00 p.m.
  Sun Dome Green and Gold Room

- **College of Natural Sciences**
  3:00 p.m. - 5:00 p.m.
  Faculty/Staff Lounge

- **College of Arts and Letters**
  12:00 noon - 4:00 p.m.
  Sun Dome Green and Gold Room

- **College of Education**
  2:00 p.m. - 4:00 p.m.
  Educational Building, Room 103

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**Friday, December 13**

- **College of Business Administration**
  12:00 noon - 4:00 p.m.
  Business Faculty Lounge

- **Graduate School**
  12:00 noon - 5:00 p.m.
  Faculty Office Building, Room 100N

- **The Office of the Registrar**
  3:00 p.m. - 5:00 p.m.
  Faculty/Staff Lounge

- **The Library**
  3:00 p.m. - 5:00 p.m.
  University Center Ballroom

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**Tuesday, December 17**

- **The Office of the President**
  1:00 p.m. - 5:00 p.m.
  University Center Ballroom

- **The Office of the Provost**
  1:00 p.m. - 5:00 p.m.
  University Center Ballroom

- **The Office of the General Counsel**
  1:00 p.m. - 5:00 p.m.
  University Center, Room 204

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**Wednesday, December 18**

- **Administrative Affairs**
  3:00 p.m. - 5:00 p.m.
  University Center Ballroom

- **School of Extended Studies**
  3:00 p.m. - 5:00 p.m.
  Extended Studies Lobby

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**Thursday, December 19**

- **University Relations Development and Alumni Affairs**
  3:00 p.m. - 5:00 p.m.
  Faculty/Staff Lounge

- **Medical Affairs**
  3:00 p.m. - 5:00 p.m.
  Medical Center Cafeteria

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Other areas hosting receptions include:

- **College of Fine Arts**
  Florida Museum of Natural History
  St. Petersburg Campus

- **Sarasota Campus**

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Dates, times and locations will be announced at a later date.

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USF's Language Institute—
the most international place in Tampa Bay

For some members of the Cincinnati Reds baseball team, the toughest part of spring training in Tampa is not hitting curves or learning new positions. It's new English. "It's not a language, it's a new position," Dr. Carol Cargill-Vroman, director of the International Language Institute at USF, has heard from graduates and American-born players. She trains them in "survival English" to help them communicate with their menu and street signs written in an international language.

The Reds aren't the only athletes looking for help. The Tampa Bay Rowdies soccer team, heavily populated with European and South American players, has also called upon Cargill-Vroman and her staff.

Helping foreign athletes is just one facet of the International Language Institute started by Cargill-Vroman in 1978. The institute's main function is to teach English proficiency to USF's international students to prepare them for life as college students. The state also teaches English to professionals from other countries with job-related concerns and prepares American business people going abroad to deal with their foreign counterparts, especially in international trade and banking.

Each year 150 students from more than 35 countries come to USF seeking degrees in almost every major. The largest contingent of students are from countries that sponsor scholarships, like Japan, Saudi Arabia, Lebanon and Kuwait. Others come from Switzerland, France, Colombia, Venezuela and more.

"This is probably the most international place in the Tampa Bay area," says Cargill-Vroman.

Like American college students, foreign students want to be educated, doctors, business leaders, engineers, physical education specialists, marine scientists and computer programmers. Unlike American students, some must first complete an intensive English program before they can seek a degree.

When foreign students attending the International Language Institute come to USF, they are first tested for their level of English proficiency. They are then placed in one of four learning levels. Each program is four to a day, three days a week. "Traditional American approach to teaching language," says Cargill-Vroman. "This is total immersion—similar to the Berlitz approach.

At the end of five days a week, these students hone their skills in pronunciation, grammar, reading, writing and listening comprehension.

"There are no more than 15 students per class, and there is a conscious effort to make classes multi-ethnic to force English as the common language," says Cargill-Vroman. "This makes them rely less on their native tongue in classes.

The International Language Institute at USF" says Cargill-Vroman, "is one of only a handful approved by the National Association for Foreign Student Affairs."

Classes are taught by a core faculty of seven teachers with a master's in "Teaching English as a Foreign Language (TEFL) or Ph.D. in linguistics, along with approximately 20 student interns from the institute's program in TEFL.

To help make the program as culturally stimulating as possible, classes are scattered throughout campus so that foreign students change classes just like other students. Most live off-campus and many live at privately-run Fontana Hall where they are paired with American roommates. Some live in USF residence halls.

"We have social functions for them," says Cargill-Vroman. "We've found that dancing is the international language. We get 100 percent turnout for an Il dance." How do foreign students learn about the International Language Institute at USF?

"We have ILI brochures and USF catalogs at American embassies and at offices of the U.S. Information Agency," says Cargill-Vroman. "The brochures have application forms which they fill out and send to us. Then we decide if we can accept them."

A special effort to recruit students from Central America and the Caribbean is being made through the recent Kissinger Commission Report which said that for the U.S. to compete with the Soviet Union, the U.S. needs to focus not only on military buildup but on reaching minds, Cargill-Vroman feels.

"The U.S.S.R. gives thousands of scholarships to Latin American students to go to Lumumba University in Moscow. The Kissinger Commission Report recommended scholarships to these countries for students to come here and learn our values.

The State of Florida, at the request of Gov. Graham, has already established the Caribbean Basin Scholarship Fund. USF has a student from Haiti attending on that scholarship and up to 15 more students are expected at USF from this program in the near future.

The International Language Institute goes out in the local community, too. Staff members have volunteered services to help Indo-Chinese and Cuban refugees and Russian immigrants. Each summer the Institute trains two dozen Americans to go to Shawa University in Japan for a month of total immersion in Japanese language and culture. Americans are also recruited to live with Brazilian families and study Portuguese.

Why should Americans learn a foreign language when much of the world speaks English?

"Language does not exist in a vacuum," says Cargill-Vroman. "It exists in a culture and it's important to learn about other cultures."

There are also new ventures underway for ILI. We are trying to take ILI overseas," the director says. "We have established a branch of ILI in Cairo to provide an intensive English language program. We are also trying to establish ILI in Tokyo to teach English to the business community. The Ministry of Education in Japan has proposed Gregorio D'Brino and myself to study language needs for the Kuwait Institute for Scientific Research, and for other areas of mutual cooperation.

The Institute of Commerce in China, which recently began an exchange program with USF, an ILI staff member will teach an intensive English class which could expand to an intensive English program.

Proof of ILI's success is the students themselves.

"We get glowing letters from them saying that their days at USF are among those they will never forget. That's heartwarming."

Because most USF foreign students return home and work for their governments, many of the world's leaders of tomorrow are brought to us at USF today.

The only disappointment, she says, is getting foreign students to meet average Americans. "Most foreign students have not eaten a meal with a typical American family or experienced Thanksgiving. We'd love to have host families take foreign students to the beach, fried turkey for the meal, take them to the mall, give them a taste of American life, sit them use their English in a real situation and view American values not just from a book but from interaction."

Persons interested in acting as hosts to USF foreign students may contact Cargill-Vroman at the International Language Institute, University of South Florida, Cooper Hall 263, Tampa, FL 33620 or call (813) 974-3433 for more information.
Welcome

We wish a sincere welcome to the fol­
lowing employees: Michelle Champions, strong, Fiscal Clerk II; Bertha Ann Au­
stron, Tr. & Rehab. Supv.; Wilda Baker, Cptr. Sanders, Fiscal Analyst II; Beryl Bar­
Key, Student Assistant; Cheryl Bennet­
son, Fund Raiser; John and Mary Villi­
ars, Accounting Associate; Elizabeth Bish­
opp, Languages B.A.; Larry Brooks, Labor­
er; Eli ­

Class Adjustments (CJA) These are the adjustments that are applied to certain classes, and are in addition to the competitive pay adjustments.

3. Critical Area Differential (CAD) Equity Adjustments (CAD). All these adjust­ments (increases) to the employee's base rate of pay, if the employee is being reduced or eliminated. Please note that this amount becomes a part of the employee's base rate of pay (other than a salary additive), but does not result in an increase in the regular biweekly rate of pay.

4. Guaranteed Minimum Adjustment (GMA). These are adjustments that guarantee a minimum salary increase to all employees who achieve or exceed performance standards.

Method of Implementation Salary increases shall be implemented in the following order: first, the Competitive Pay Adjustments; second, the Critical Class Adjustments, if applicable; and third, subsequent to the above adjustments. Any time, to the employee as indicated on the FAO 011, beginning of the semester or session.

... moving up...

Salary Increases for Career Service Employees

The type of salary increase and the amount, effective January 1, 1986, will vary among the positions. The type of pay increases which employees in Career Service classes, except for Law Enforcement classes, may receive are for: 1. Competitive Pay Adjustments (CPA). These are the adjustments to the pay range.

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Monday, December 1
Special Events: "Mozartian and Memori
Festivities in Elizabethan England"; music, period costumes, wassail and a lecture by Charles Wrong (history); Grace Allen Reading Room, Library, 4-6 p.m.

Tuesday, December 2
Music: Madrigal Dinner, Renaissance music and师范大学 by USF's Chamber Singers accompanied by an Old English dance faculty member. Tickets: $20 and $22. For information, call the USF Box Office at 974-2937.

Wednesday, December 3
Holiday Sale: Booths with arts and crafts; UNICEF cards: D.V.H. Lobby and harborous of Baybory Hall (St. Pete campus), 10 a.m.-5 p.m. ("Brown Bag Lunch Series"): "Holiday Singing," BAT 130 (St. Pete Center for the Performing Arts). Fees: Singers will present a variety of holiday favorites as well as some background information about carol song s. Sponsored by the USF St. Pete Lecture Series Committee.

Basketball (Women): USF vs. Florida Southern College, 1 p.m. at Sun Dome, 8 p.m. Basketball (Men): USF vs. St. Peter's, Sun Dome, 8 p.m. (Madrigal Dinner, U.C. Ballroom. Tickets as above. Workshop: Final Exam Survival and Test Anxiety workshop by Bob Perino, SVE 208, 3-5 p.m. For more information or reservations, call the Counseling Center for Human Development, 387-2937.

Thursday, December 5
Lecture (Chemistry Seminar Series): "Mass Spectrometric Studies of Biologically Significant Large Molecules" by Klaus Biamann (Massachusetts Institute of Technology), CHE 109, 4 p.m. (Reception follows at 5:30 p.m. in the Faculty-Staff Lounge).


Friday, December 6

Saturday, December 7
Music: Concerto Concerto, five student soloists perform with members of the USF Symphony Orchestra, Theatre I, 3 p.m. Tickets: $4 general, $2.50 students, child ren, senior citizens.

Sunday, December 8
Music: Madrigal Dinner, Tampa Club, sponsored by USF Alumni Association. Tickets: $5. For information, call 974-4852. Dance: DanceScapes II, Theatre II, 8 p.m. Tickets as above. Film: "Terms of Endearment," 8 a.m.; "Amadeus," 10:30 p.m.; both in U.H.C. Tickets: $2 General, $1.50 faculty/staff, 25$ USF students with valid ID.

Sunday, December 9
Music: Madrigal Dinner, U.C. Ballroom. Tickets as above. Dance: DanceScapes II, new choreographic works by Joseph Trivens (executive director, University of Michigan), Theatre IV, 9 p.m.; tickets as above.

Monday, December 10
Lecture (Chemistry Seminar Series): "Rice and Beans," lecture by Anthony Miller, SVE 116, 3 p.m. (Reception follows at 4:30 p.m. in the Faculty-Staff Lounge).


Tuesday, December 11
Music: Festival of Winds, exceptiona l music and merriment by USF's Band. Tickets as above. Dance: DanceScapes II, new choreographic works by Joseph Trivens (executive director, University of Michigan) and Gary Lund, Theatre IV, 9 p.m.; tickets as above.

Wednesday, December 12
Mus i c: Madrigal Dinner, Tampa Club, tickets as above. Dance: DanceScapes II, Theatre II, 8 p.m. Tickets as above. Film: "Terms of Endearment," 8 a.m.; "Amadeus," 10:30 p.m.; both in U.H.C. Tickets: $2 general, $1.50 faculty/staff, 25$ USF students with valid ID.

Thursday, December 13
Music: Madrigal Dinner, U.C. Ballroom. Tickets as above. Dance: DanceScapes II, new choreographic works by Joseph Trivens (executive director, University of Michigan) and Gary Lund, Theatre IV, 9 p.m.; tickets as above.

Friday, December 14
Music: Festival of Winds, Theatre I, 8 p.m. Tickets as above.

Saturday, December 15
Swimming: Men's and Women's Florida 100 Invitational Swim Meet, Nata­too, run, all day. University of South Carolina and Florida State University continue through Friday. Music Festival of Winds, Theatre I, 8 p.m. Tickets as above.

Tuesday, December 17
Basketball (Women): USF vs. Eastern University, Gym, 7:30 p.m.

Thursday, December 19
Basketball (Women): USF vs. Eastern Michigan University, Gym, 1 p.m. Wednesday, December 25
Christmas Holiday

Friday, December 27
Dance: DanceScapes II, new choreographic works by Joseph Trivens (executive director, University of Michigan), Theatre IV, 9 p.m.; tickets as above.

Saturday, December 28
Basketball (Men): Miller Life Classic continues, Sun Dome, Consolation game, 7 p.m., Championship Game, 9 p.m.

Tuesday, December 31
New Year's Eve

DanceScapes II features two guest artists

DanceScapes II will offer the choreographic works of University of South Flor­ida dance faculty members and guest artists David Wynn and Gary Lund. An informal workshop presentation at 8 p.m. December 8 and 7 and 7 p.m. December 9 in Theatre I at the Tampa Campus.

Glenn is currently teaching in the dance department. She and her husband/partner Lund have previously performed at USF. A native of New York and a Juilliard gradu­ate, Glenn was a featured soloist with the Joslin Dance Company for 11 years, during which time she also danced the lead role in "Nijinsky" with the Sadler's Wells, Middle East, Europe and the Soviet Union. Originally from Iowa, began his dance training with Nancy Hom and performed with the Nancy Hauser Dance Company of Milwaukee for five years. He and Glenn collaborated in 1978 and later founded the Glenn-Lund Dance Company which has since performed and taught throughout the States. "The DanceScapes program, Glenn and Lund will perform "Family Suite," a burlesque ode to the prototype family unit. Lund's spic work, "Flight 242," delves into the history and human emotions of an airplane pilot and the nightmare aftermath of being the sole survivor of a crash. Glenn's solo work, "Protestional Tango," involves seven USF dancers who move to a score of re-edited dialogue spoken by Ronald Reagan during his White House tenure and set to tap.

"Crystal," a work choreographed by faculty member Bill Hug, and "Unstrung," a contemporary dramatic ballet choreographed by faculty member Sandra Robinson will also be performed.

USF's founding first lady to be honored

Grace Allen, wife of John Allen, founding president of the University of South Florida, will be honored at a recep­tion from 2 to 4 p.m., December 6, in the Special Collections Reading Room on the fourth floor of the USF Library.

At that time the room will be renamed The Grace Allen Reading Room in a special dedication ceremony. Members of the USF Women's Club will be hostesses for the reception and dedication.

A portrait of Mrs. Allen, given to her at a scholarship-benefit dinner in her honor in October, will be presented at a library exhibition in the reading room. Mary Louise Silver, president of the USF Women's Club, will present the portrait to Library Director Mary Lou Harkness at 2:30 p.m. Grace Allen was founder of the USF Women's Club and a pioneer for the many activities which the group has undertaken for USF over the years.

Friends of Mrs. Allen and the University are cordially invited to attend the reception and dedication.

USF trip to Mexico scheduled for December

USF humanities professor Amy Sparks, undaunted by the recent earthquake, will lead a study trip among Mexico's fascinating Yucatan Peninsula December 26 - January 6.

"The area we cover was not damaged by the earthquake and, for the first time in many years, Mexico City was not covered by the area," she said. "Our 13-day tour explores more than a dozen ancient Mayan religious centers.

The 13-day tour includes 12 hours of pre­lecture lectures and slide presentations on Pre-Columbian Mexico which begin in early November. Open to the public, the tour calls for participants to register for a minimum of four credit hours, either on a credit or a non-credit basis. Up to six credits, undergraduate or graduate, can be earned.

Travel arrangements—based on 20 participants—run from $817 for a triple room occupancy to $1,044 for a single room. This price includes airfare, hotel, meals, guides, taxes and many museums. Sparks will try to secure roommates for singles who desire to share. Airfare and travel costs to be added will be the travel costs. The tuition may be waived for senior citizens and USF staff who sign up as a group. Scholarships and travel plans may be made available. Credit cards may be used for airfare.

Although the tour has been filling rapidly, there are a few spaces left. Check with the USF Travel Office, 974-2985, for more information, or call her at 974-2985, 974-2381 or 948-6948.