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9-30-1991

Inside AICPA, September 30, 1991

American Institute of Certified Public Accountants (AICPA)

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Recommended Citation

American Institute of Certified Public Accountants (AICPA), "Inside AICPA, September 30, 1991" (1991).
Newsletters. 3142.

https://egrove.olemiss.edu/aicpa_news/3142

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September 30, 1991

**Please
Welcome...**

Cecil H. Manigault - Secretary - Professional Ethics. Previously, Cecil was an Administrative Secretary for The Murray Printing Company.

Louise Williamson - Technical Manager - Auditing Standards. Louise joins the Institute from Coopers & Lybrand where she worked as a Manager.

Michelle Worrell - CRT Operator - Quality Review. Before joining the Institute Michelle worked as a Credit/Collection Officer for Rogers Cable T.V.

**Staff
Anniversaries**

Congratulations to the following staff members who last week celebrated various anniversaries with the Institute.

Anniversary

Mely Tan	Receivables	18th
Mary Remo-Bobe	Order	12th
Roy Jaime	Order	9th
Cathy Wasilko	SEC Practice Section	8th
Carolyn Clement	Customer Service	6th
Jeryl Costello	Production Periodicals	6th
Gary Morales	Office Facilities	5th
Anne Stevens	State Legis. & Legis. Relations	5th

**Staff
Promotions**

John Jones in Quality Review was promoted from CRT Operator to State Society Coordinator.

Patricia Mulligan was promoted from Accountant to Senior Accountant in Financial Management.

Ina Walker was promoted to Secretary in Secretarial Services from Library Clerk in Library Services.

Congratulations and Good Luck in your new positions!

Retiring

Miguel Burgos, Coordinator in the CPE Course Assembly Division, is retiring after 19 years at the Institute. Miguel has no immediate plans - he told us he'd be relaxing and 'taking it easy.'

Aubrey Kosson, Senior Technical Manager in the Examinations Division, is "retiring" after 14 years at the Institute. Aubrey expects to be busier than ever - teaching accounting at Pace University, and working with clients in the Caribbean area.

Reporting Absences

Unexpected absences can, at times, have a disruptive effect on a department's efficient operation. To minimize any potential problems, the Institute's policy requires an employee to notify his/her supervisor of the absence as soon as possible but no later than one hour within starting time. If the immediate supervisor is unavailable the next higher level of authority must be notified. Prompt notification is especially important when an absence due to illness or injury is expected to exceed or has exceeded 5 consecutive days. At that time, the employee may be eligible for short term disability benefits provided by our Salary Continuance Plan. This applies to all absences exceeding 5 days, even if the employee has sick days accrued under our policy prior to 8/1/84.

It is the responsibility of the employee and the supervisor to notify Human Resources immediately so that the necessary forms can be mailed for completion by the employee and the physician. Failure to provide proper documentation for a disability absence will result in a delay in payment and possible denial of benefits.

If you have any questions, please contact Joanne Lindstrom, Benefits Manager, on x6204.

A Candy Bar a Day...

The "average" American will swallow over twenty pounds of candy this year. Just one 250-calorie candy bar a day could add 26 pounds to your waistband over the course of a year - (see below):

TOP-SELLING CANDY BARS

<u>Brand</u>	<u>Total Calories</u>	<u>Fat (Grams)</u>
Snickers Bar (2.07 oz.)	280	14
M&M's (Peanut) (1.74 oz.)	250	13
Reese's Peanut Butter Cups (1.8 oz.)	280	17
M&M's (Plain) (1.69 oz.)	240	10
Butterfinger Bar (2.1 oz.)	280	12
Baby Ruth Bar (2.1 oz.)	300	13
PayDay Bar (2.1 oz.)	250	12
3 Musketeers Bar (1.85 oz.)	260	9
Hershey Almond Bar (1.45 oz.)	230	14
Milky Way Bar (2.15 oz.)	280	11

- 250 calories times 365 days a year equals 91,250 calories.
- 3,500 excess calories in the diet make one pound of body fat.
- 91,250 divided by 3,500 equals 26 additional pounds.

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