State/United Way drive wrapping up on campus

The 1998 United California State Employees Campaign — United Way for Foundation and ASI employees — is wrapping up. To take this opportunity to give to any non-profit organization of your choice through payroll deduction, contact your department's captain if you haven't already filled out a form.

State Campaign captains are asked to finish canvassing their units today (Nov. 25) if possible and send completed forms and the captain's summary sheet to the Communications Office, Heron Hall. For more information, call Bob Anderson at ext. 6-6532.

The Foundation's United Way campaign is scheduled to run through Friday, Dec. 4. Questions should go to Kim Miller, ext. 6-1121.

Funds available to help accommodate disabled

The Disabled Employees Program has funds to pay for "reasonable accommodation" such as equipment and aides to assist employees with disabilities protected under the Americans with Disabilities Act.

Examples of helpful equipment include adaptive computer components and software, non-personal devices for the hearing-impaired and communication-impaired, and print magnifiers for visually impaired employees. Aides can include readers, interpreters, drivers and student assistants.

The program is designed to aid individuals with disabilities covered by the ADA, not those with temporary disabilities such as broken bones.

Established participants whose needs have changed should reapply or submit a request for continuance. Applications for new or continuing assistance should be filed by Friday, Dec. 4. Requests may be submitted later if a need arises.

For an application and program guidelines, call the Human Resources and Employment Equity office at ext. 6-2062, or stop by Adm. 110.

Chancellor Reed returns for Nov. 30 visit

CSU Chancellor Charles Reed will be back on campus Monday, Nov. 30, to talk to faculty, staff, student and community groups.

At the end of a full schedule of meetings, he will answer questions from 4 to 5:30 pm in an Academic Senate-sponsored forum in the Theatre. The forum is open to all interested members of the university community.

Chancellor to answer Senate, faculty questions

A faculty open forum with Chancellor Charles Reed will be held from 4 to 5:30 pm Monday, Nov. 30, in the Theatre.

Chancellor Reed will respond to questions submitted by the Academic Senate and to questions from the audience.

Update on Rachel Newhouse

San Luis Obispo Police Department and the FBI are conducting a search for Rachel Newhouse, junior nutritional science major last seen Thursday night, Nov. 12, at Tortilla Flats.

"Rachel's disappearance is of grave concern to the entire campus," said President Baker. "Our thoughts are with her family and friends, and we hope a resolution will soon be found. In the meantime, Cal Poly is ready to do whatever it can to assist family, friends, other individuals, and the police department in dealing with this situation."

Some of the actions already taken by the campus include establishing an information phone line (756-1523), presenting updates on Cal Poly's Web site (www.sas.calpoly.edu/rachel.html), holding a community forum, and visiting some classes to speak with students.

At this time, the police department is not requesting any assistance in their search.

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Position vacancies

Vacancy information and applications for the following positions are available from the appropriate Human Resources office. Information can also be accessed from the Cal Poly home page on the World Wide Web (address: www.calpoly.edu; click on "General Information").

STATE (Adm. 110, ext. 6-2236 or job line at ext. 6-1533). Official application forms must be received by 4 pm on the closing date or be post-marked by the closing date. (No faxes.)

Readvertisement - Changes in Requirements:

#97017: Stock Clerk, Facility Services (Unit 7).* ($1,970 - $2,331/mo.) Closing date: Dec. 9.

FOUNDATION (Foundation Adm. Building, job line at ext. 6-7107). All Foundation applications must be received (not just postmarked) by 5 pm of the closing date. (No faxes.)

Assistant Supervisor, Athletic Concessions, Campus Dining ($8.15-10.60/hr). Plans, directs and leads the service of all concession events delegated to Campus Dining's Fannsactics department. HS degree or equivalent and one year's food service experience, including one year in a supervisory position. Concessions or retail food service experience preferred. Must have good communication skills and skill in coordinating fast-service for a variety of concession events sometimes held simultaneously. Must be able to work varied hours and day schedules to include overtime in coordination with event schedules; lift, carry, push or pull 50 pounds repeatedly; and drive trucks with either automatic or manual transmission. Must possess a valid California driver's license and have a driving record acceptable to our insurance underwriters. Closing date: Dec. 4.

Unit Manager, The Avenue, Campus Dining ($11.76 - 15.40/hr). Responsible for the management of the On-Campus Food Court (the Avenue). Requirements: HS degree or equivalent and five years of food service experience with increasing responsibility, including two years as a manager directly responsible for an operation. Completion of a formal supervisor or manager training course with a minimum of 20 hours duration may be substituted for six months of management experience. Must have good oral and written communication skills and good knowledge of principles, techniques, terminology and procedures of managing a short-order food service facility, related safety and sanitation standards and procedures, and effective personnel supervision. Must be able to lift and move 50 pounds. Closing date: Dec. 4.

Get in shape with Rec Sports classes

Rec Sports has added lunch-time yoga and afternoon kickboxing classes to its regular lineup of fitness offerings. The one-hour noon yoga classes will meet on Tuesday and Thursday. Kickboxing, also on Tuesday and Thursday, will run from 2 to 3:30 pm. During winter quarter, faculty, staff and students can also sign up for instruction in massage; sport and ultimate yoga; martial arts (Escrima, Shorin-ryu karate and Tang soo do); swimming; and the swing and Lindy hop dance techniques.

For more information, call the Rec Center at ext. 6-1366.

Wanted for the season: Volunteer Santa, elves

Students working on their senior projects are looking for volunteers to play Santa Claus and elves for three hours in Santa's House in Mission Plaza.

The psychology and human development students are working with the Downtown Association and the Economic Opportunity Commission's Childcare Resource Connection to organize Santa's House during the holiday season. One goal is to raise funds for the Childcare Resource Connection.

For more information or to volunteer, call Monica Chan at 545-9896 or professor Dave Englund in Psychology and Human Development, ext. 6-2611.

CPR Schedule

Because of the Thanksgiving Holiday, the deadline to submit articles for the Dec. 2 Cal Poly Report is 10 am Tuesday, Nov. 24.

The deadline to submit copy for the final fall quarter issue, out Dec. 9, is 10 am Thursday, Dec. 3.

The first winter quarter Report will be Jan. 6. Because of the New Year holiday, the deadline for that issue is 10 am Tuesday, Dec. 29.

Send items via e-mail to polynews@polyomail, or fax them to ext. 6-6533.

...Rachel

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...Rachel Newhouse Help Fund has been established at Heritage Oaks Bank. For information, call 549-8600.

Huehn, 63

Kempton Huehn, recently retired mathematics professor, died of cancer at his home Nov. 15.

Huehn earned his bachelor and master's degrees from Iowa State University and his doctorate from the Colorado School of Mines.

Before Huehn came to Cal Poly in 1968, he worked at TRW in Southern California.

He retired from Cal Poly in July 1998.

Web Walk-Up adds new feature

Students can now view hundreds of job listings, 24 hours a day, seven days a week, with the help of a new feature added to Career Services' Web Walk-Up.

Web Walk-Up, a program implemented last fall, allows students to sign up for career, co-op and summer job interviews from any computer with access to the World Wide Web.

For more information about Web Walk-Up and the new service, stop by Career Services, call Jane Johnson at ext. 6-5973, or visit the Web site at www.career.services.calpoly.edu.

Faculty and staff members are asked to direct employers interested in listing career positions to the Career Services Web site.

Engineering graduate named 'Eno Fellow'

College of Engineering grad and ARDFA researcher and occasional civil and environmental engineering lecturer Kimberly Mastako was one of 19 outstanding graduate students in the field of transportation chosen to participate in a Leadership Development Conference sponsored by the Eno Transportation Foundation.

Those selected, known as Eno Fellows, traveled to Washington, D.C., to take a close look at the policy development and implementation processes that affect the transportation industry.

Mastako earned a bachelor's degree in civil engineering in 1992 and a master's in engineering management in 1994. She is currently working on a Ph.D. from Texas A&M University. As part of her dissertation, she is conducting research at ARDFA.