Changes noted for travel

A number of university travel procedures are being modified. These changes should simplify the travel approval and advance request processes, and should improve the availability of information with regard to current rates and procedures, says James R. Landreth, director of Business Affairs.

The use of the Out-of-State Travel Request (Form 257B), the Out-of-State Travel Advance Request (Form 256), and the Request for Travel Expense Approval (Form 256) are being discontinued. The Out-of-State Travel Request and the Out-of-State Travel Advance forms are being replaced by revised forms. The revised Out-of-State Travel Request (Form 257B) will be titled "Travel Request (Form FO 75-03), and the Travel Request and the Out-of-State Travel Advance forms are being replaced by modified versions.

Requests for travel within the state are to be submitted to and approved by the provost, vice president, deans, division heads or designated department heads. Requests for travel out-of-state and outside the continental United States are to be submitted to and approved by the provost, vice president, deans or division heads.

The use of the Request for Travel Expense Approval (Form 256) will no longer be required. If registration fees for a conference exceed $50 or if more than two employees from the campus will be attending the same conference, this information should be clearly indicated on the Travel Request (Form 1A). In these cases, only, the Travel Request will then be routed by the University Accounting Office to the director of Business Affairs for approval as the President's designee, as required by the CSU Internal Regulations Governing Travel Expenses and Allowances.

A Travel Reimbursement Rate Schedule has been developed for the purpose of publishing the current rates of reimbursement for the most common types of travel expenses. The rate schedule is listed on Page 5 in this issue of the *Cal Poly Report*. The rate schedule will be updated whenever any of the rates are changed. The date of the latest revision will be indicated on the upper right-hand corner of the schedule.

All travel requests should be submitted on the revised "Travel Request" (Form 1A). The revision date of this form (10-1-85) appears in the upper left-hand corner of the form. Please contact the staff of the University Accounting Office, 129 Admin., ext. 2291, to request a supply of the revised forms and/or if you have any questions regarding these changes in travel procedures.

The Campus Administrative Manual is being revised to reflect these changes. The revised version (CAM Section 570) should be available in the near future.

President sets convocation for Oct. 10

President Baker has scheduled a Fall Convocation on Planning for Thursday, Oct. 10, at 11 am in Chumash Auditorium. He has invited faculty, administrators and student leaders.

In his invitation President Baker said, "It is my intent to share with the campus community my perceptions of the challenges we face in the years ahead, the strategic planning that is essential if we are to successfully meet those challenges, and the parameters which need to be considered in that planning."

Poly Reps new student organization

The creation of a new student organization on the Cal Poly campus would not normally stir up much excitement.

However, a new one has, because it is special.

Its goal is nothing short of promoting the university to prospective students, alumni, and friends.

Sponsored by Relations with Schools, University Relations, Alumni Services, and Student Affairs, the new group will be known as Poly Reps, the Cal Poly Student Alumni Council.

Members of Poly Reps will meet with high school and transfer students and their parents to tell them all that Cal Poly has to offer. In addition, they will work to develop alumni ties and assist efforts to encourage support from potential donors to the university.

(Continued on Page 4)
Future Studies group to meet

The Center for Future Studies will meet on Oct. 16 at 4 pm in Fisher Science 292. At that meeting the Center will consider draft proposals for formal recognition by the university, as well as other organizational and substantive matters. All interested people are welcome. For information please contact Michael Orth, English, ext. 2143.

Football coach to talk Oct. 8

Football Coach Jim Sanderson will hold a "Coach's Corner" on Tuesday, Oct. 8, at noon in the Faculty/Staff Dining Room. The Mustang mentor will talk about the Fresno State game, and prepare the audience for the upcoming battle with traditional rival UC Davis on Oct. 5.

Surplus items

Department technicians may view the surplus equipment designated for the next Surplus Sale. Viewing time is 8 am-3:30 pm (closed noon-12:30 pm), Oct. 7-11 at Bldg. 70, University Warehouse. If you wish to transfer any available items to your department, this is the only time to do so. After Oct. 11, all remaining items go up for bid at the Surplus Sale on Oct. 22.

Health yourself...

A Wellness Decathlon will take place on Thursday, Oct. 10, from 10 am to 3 pm in the UU Plaza. Free events will include: blood pressure, strength and flexibility testing, anemia testing, skin screening, body composition, dental fitness, leisure satisfaction screening, height and weight, and calculation of ideal body weight. There will also be events with opportunities for relationship enhancement and "thinking about drinking" with free samples of alcohol-free fruit daquiris. Students, staff and faculty are invited to participate in as many events as possible. The finish line, staffed by Health Center staff, will provide awards for the decathlon competitors! For more information contact Health Education, ext. 1211.

And others!

Also scheduled for Oct. 10 in the Plaza is the second annual Community Service Faire. Faculty who direct internships or senior projects as well as those who include field work as course requirements may find this event of special interest.

The lineup of community agencies that will be on hand to discuss volunteer opportunities include: Hotline, Hospice, SLO Transitions, Camp Fire Girls, Human Relations Commission, Rape Crisis Center, Victim’s Witness Assistance Program, Grass Roots II, Casa de Vida, Neighbors Helping Neighbors, Atascadero State Hospital, Caring Callers and Rancho de los Animales.

The Faire is being sponsored by Student Community Services as part of its ongoing effort to encourage students to care about—and contribute to—the communities in which they live, both now and after graduation. SCS will host an information table as will Cal Poly’s Center for Practical Politics.

Lorca play to be presented

Central Coast residents will have the opportunity to experience the award-winning production of Federico Garcia Lorca’s tragic drama, "Blood Wedding."

With a cast that includes Carmen Zapata, Irene De Bari, John Vargas, and Armando Di Lorenzo, "Blood Wedding" will be staged at 8:30 pm, Monday, Oct. 7, in the Cal Poly Theatre. The play will be presented in English.

It is presented by the Los Angeles-based company THEA THEA THEA in cooperation with The Bilingual Foundation of the Arts.

Touring California with the support of the California Arts Council, Anheuser-Busch, and Xerox Corp., it is being co-sponsored at Cal Poly by the ASI Fine Arts Committee, the Multicultural Center, and Student Academic Services.

Advance tickets are $5 for Cal Poly students and senior citizens, and $6 for all others. The cost will be $1 more at the door.

Advance tickets may be purchased at Boo Boo Records, Cheap Thrills, and the Chamber of Commerce in San Luis Obispo, and at the UU Ticket Office.

For more information please call ext. 1154.

Indian lecture

Dr. Ram Mohan Roy, professor of Political Science at Cal State Northridge will present a lecture on the political situation in India. Roy is an expert on Indian political affairs and has written several books on the subject. The lecture will be delivered in UU 220 at 8 pm on Saturday, Oct. 5. For further information, please contact James Kalathil (ext. 2364) or Kris Morey (ext. 2278).
CSU Trustees OK revisions in Master Plan

The board of trustees of the CSU took the following actions at its Sept. 18 meeting:

- Approved six revisions to the Campus Master Plan for Cal Poly to add or delete sites for buildings.
- Approved an exemption from the permanent moratorium on any acquisition or leasing of trailers for Cal Poly, for two trailers to be used as temporary Foundation administrative offices until a permanent structure is completed in mid-1990.
- Directed the Chancellor’s staff to continue to work with Calcogen and its supporting companies of the Signal Energy Systems Group to develop the cogeneration plant at Cal Poly.
- Approved a 1986-87 State Funded Capital Outlay Program budget request totalling $112.1 million for 60 projects for the 19 campuses and the statewide program, with the stipulation that the Arts Complex at Cal State L.A. be changed from priority 42 to priority 29 and that all affected priorities be renumbered accordingly.
- Approved a 1986-87 Non-state Funded Capital Outlay Program totalling $23.3 million for eight projects.
- Accepted a statement of collegiality in the CSU, as prepared by a trustees’ Ad Hoc Committee and other advisors. The statement reaffirms the importance of collegiality in the CSU.
- Resolved that the Board considers the following topics to be of priority importance to the CSU:
  1. Enhancing the CSU public image
  2. Systemwide development
  3. Enrollment planning and management
  4. Study of future faculty needs in the CSU assessment of policy relating to part-time temporary faculty, as it relates to utilization workload, salary and benefits
  5. Appointment of Ad Hoc Committee to reassess and reevaluate all matters relating to standards and criteria for evaluating CSU faculty regarding appointment, tenure and promotion
  6. Instructional program planning and assessment: self-study of undergraduate education
  7. Graduate programs in the CSU
  8. Consent calendar
  9. Student and faculty housing revenue policy
  10. CSU child care centers
  11. Educational support services master plan.
- Accepted trustees’ Audit Staff reports and campus replies on Counseling Activities, numbers 85-1 through 85-8, at eight campuses: Dominguez Hills, Los Angeles, Northridge, Pomona, Sacramento, San Luis Obispo, Sonoma, and Stanislaus.
- Adopted a proposal to streamline capital outlay project processing. The proposal delegates authority to the Chancellor and creates an Ad Hoc Committee to advise the Chancellor.

Rec sports sets classes

The Recreational Sports Office is offering a wide variety of leisure classes this quarter. Scheduled are classes in aerobics, country western dance, rock guitar, hatha yoga, karate, massage, sign language, ski conditioning, coached swim workout, swimming, stroke improvement, triathlon training, and women’s weight training. All the classes are taught by current Cal Poly students, and all Cal Poly faculty, staff and students are welcome. The classes are reasonably priced and are usually scheduled in the early to mid-evening. Classes start the third week of the quarter and run between six and eight weeks. For more information regarding fees, times, and places, call the Recreational Sports Office at ext. 1366.

Administrator named fellow

Everardo Martinez, an outreach coordinator in Student Academic Services, has been designated a California State University Administrative Fellow for 1985-86.

The CSU Administrative Fellows Program offers employees an opportunity to work at upper levels of academic administration. In particular, it seeks to open career paths for women and minorities.

Martinez has been assigned to President Tomas Arciniega and Dr. George Hibbard, dean of students, at California State College, Bakersfield. Under direction of their assigned administrative "mentors," the Fellows gain experience in managerial planning and decision making while serving the needs of the host campus.

One of nine designated Fellows for 1985-86, Martinez earned an ornamental horticulture degree from Cal Poly in 1980, and two years later received a master’s degree in agriculture from his alma mater.

He was director of the Small Farm Resource Center at Kings River Community College in Reedley, before returning to Cal Poly as an early outreach coordinator. In 1983-84 he served as director of the university’s Upward Bound Program.

Martinez is the fourth Cal Poly employee to take part in the CSU Administrative Fellows Program, which was launched in 1978-79.

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Alumni succeed in the arts

Three Cal Poly alumni have been enjoying considerable success in the arts this past year.

Tom Strelich, a 1980 graduate, was one of five prize winners in the first round of the prestigious Dramatists/CBS Playwrighting Contest last January. As a result, his play, "Neon Psalms," was produced at the Magic Theatre in San Francisco between April and June.

Now both Strelich and the Magic Theatre have turned up as the top prize winners in the final round of the contest and will split the $10,000 prize money. Making the selection was a jury consisting of Terrence McNally, Mary Rodgers, Ted Tally, Wendy Wasserstein, and David Levine of Dramatists Play Service.

Not to be outdone, Tom’s wife, Alison, recently won first place in the documentary category of the ninth annual Nissan FOCUS Awards, the largest student film competition in the nation.

Her film, "Debonair Dancers," will be shown on television station KQED, San Francisco, this fall.

A recent graduate of Brooks Institute in Santa Barbara, she attended Cal Poly for two years before deciding her course of study wasn’t right.

She was recently accepted in the American Film Institute’s Directing Program.

Another Cal Poly alum, Christopher Inserra, a June graduate, will have his play, "Stickman in Paris," produced by the Denver Center Theatre this coming season.

Inserra wrote the play for his senior project and then directed it as part of the requirements for a directing course in the university's Theatre and Dance Department.

A speech communication major, he performed in two campus drama productions — as Lennox in ‘Macbeth’ and as Mr. Putnam in ‘The Crucible.’

Who, What, Where, When


Linden Nelson, Psychology and Human Development, participated in a symposium, "Changing Attitudes Toward Nuclear War: Theoretical Concerns and Experimental Results," at the 93rd annual convention of the American Psychological Assn. in Los Angeles.

Barbara Weber, Home Economics, participated in a Home Economics Administrators Workshop at Texas Tech University.

Phillip Potts Sr., Animal Sciences and Industry, published an article, "Genetic Variation in Shell Strength and its Relationship to Egg Size," in the July issue of Poultry Science.

John Marlier, Chemistry, is co-author of "Rate-Limiting Steps in the DNA Polymerase I Reaction Pathway." The article was published in Vol. 24, 1985 of Biochemistry.


Edgar Beyer, Crop Science, visited alfalfa research plots in Utah and Nevada. His travel was arranged by the Farm Seed Research Corp.

Starr Jenkins, English, has had two book reviews accepted by Western American Literature, the quarterly of the Western Literature Association, published in Logan, Utah. The books are: James P. Ronda’s Lewis and Clark Among the Indians, a history; and Will Henry’s The Gates of the Mountains, a novel set in the Lewis and Clark expedition. The reviews will appear in future issues of the journal.

Poly Reps (Continued)

Members of Poly Reps will be carefully selected and limited to 25 students. After being screened for a minimum of 2.5 grade point average, 12-semester credit graduate enrollment, and a completion of a minimum of 12 units of Cal Poly credit, students will be evaluated on their speech effectiveness, leadership, enthusiasm, and ability to make a positive first impression.

The gains are not just for Cal Poly. The student members benefit in many ways as well, noted Dr. Roger Swanson, Cal Poly’s director of Enrollment Support Services.

‘The “PR” initials of “Poly Reps” are not coincidental. The members will receive unparalleled experience in public relations. The skills and confidence developed from representing the university will give them a decided edge in job interviews and career advancement, no matter what their majors," he continued.

Swanson, who has made nationwide presentations on the value of students in recruitment, pointed to other advantages for members. They will work side-by-side with professionals at Cal Poly, broaden contacts among students, faculty, and administrators, and help other students make an important life choice of which college to attend.

Students interested in the Poly Reps program are encouraged to pick up information sheets on the group and a membership application form from the UU Information Desk, the Relations with Schools Office (214 Admin.), or Alumni Services (Alumni House).

Applications must be received in the Relations with Schools Office by 5 pm, Friday, Oct. 11, for selection consideration.
Travel Reimbursement Rate Schedule

**IN STATE**

<table>
<thead>
<tr>
<th>Statewide</th>
<th>Designated High-Cost Areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodging $39.00</td>
<td>Up to $55.00 (1)</td>
</tr>
<tr>
<td>Breakfast 4.00 (3)</td>
<td>5.00 (1)(3)</td>
</tr>
<tr>
<td>Lunch 7.25 (4)</td>
<td>8.00 (1)(4)</td>
</tr>
<tr>
<td>Dinner 14.00 (3)</td>
<td>14.00 (3)</td>
</tr>
<tr>
<td>Subtotal $64.25</td>
<td>$82.00</td>
</tr>
<tr>
<td>Incidents 4.00 (2)</td>
<td>4.00 (2)</td>
</tr>
<tr>
<td>$68.25</td>
<td>$86.00</td>
</tr>
</tbody>
</table>

*Designated High-Cost Area Zip Codes:

San Francisco: 94010, 94102, 94103, 94104, 94105, 94107, 94108, 94109, 94110, 94111, 94112, 94114, 94115, 94116, 94117, 94118, 94121, 94122, 94123, 94124, 94127, 94128, 94129, 94131, 94132, 94133, 94134

Los Angeles: 90004, 90005, 90006, 90007, 90010, 90012, 90013, 90014, 90015, 90017, 90019, 90020, 90021, 90024 90025, 90028, 90035, 90036, 90038, 90045, 90071, 90077, 90210, 90212, 90230, 90245, 90250

Sacramento: 95814

San Diego: 92101, 92103, 92106, 92109, 92110, 92138

**OUT OF STATE**

Lodging — actual expense if receipt is furnished; otherwise the statewide lodging rate will be used.

Meals — use Designated High-Cost Area rates.

Incidentals — same as In State

**PRIVATE VEHICLE MILEAGE**

When a state car is available: $.165/mile

When a state car is not available:

Without certification $.205/mile

With certification actual up to $.25/mile

(see Travel Claim Form STD 262 and CAM Section 571.2)

(1) Receipt required. Zip code must match table. The higher meal allowance applies if the lodging is in the designated zip codes. No receipt for meals is required. If lodging in the designated zip codes is not claimed, the higher meal allowance may be claimed but a receipt with the address and zip code is required. The employee is to write this information on the receipt if it is not included.

(2) The $4.00 Incidental Allowance may be claimed for each full 24-hour period.

(3) On trips of less than 24 hours, breakfast and/or dinner may be claimed if departure/return time exceeds the regular workday by one hour. The expense must be incurred more than 25 miles from the employee’s normal work location, unless the employee is traveling by air.

(4) On trips of less than 24 hours, lunch expenses may not be claimed.

**Success focus of Books at High Noon**

Investment adviser Diane Blakeslee will review The Power of Money Dynamics on Oct. 9 as the first speaker in the Library’s new “Series on Success” for Fall Quarter. All of the books reviewed relate to some type of personal growth to help along the road to personal and financial success.

Books at High Noon is an outreach program of the library and is conducted in cooperation with the university faculty and staff. The programs are held Wednesdays in the Staff Dining Room, and faculty, staff, students and guests are welcome.


**Proposals by Unit 3 available**

Trustee procedures require that copies of the exclusive representatives’ proposals and management’s proposals be made available to the public in the main library at each campus.

Janet Pieper, director of Personnel and Employee Relations, has forwarded to the Reserve Room of the Kennedy Library copies of the initial collective bargaining proposal submitted to the Board of Trustees by the California Faculty Association.

A copy of this proposal is also available in the Personnel Office.
Dateline

($) - Admission Charged
(!) - Admission Free

THURSDAY, OCTOBER 3
Speaker: Kevin Starr (author, historian, lecturer and communications consultant) will discuss "Key Premises of the California Vision" as part of the Arts and Humanities Quartet, Theatre, 8 pm. ($)
University Club: Ice Cream Social. Staff Dining Room, noon. Faculty and staff invited.

FRIDAY, OCTOBER 4
Film: "Lady Hawke," Chumash, 7 & 9:15 pm. Continues on Saturday, Oct. 5. ($)
Volleyball: San Diego State, Main Gym, 7:30 pm. ($)
Concert: The Los Angeles Piano Quartet, Theatre, 8 pm. ($)

SATURDAY, OCTOBER 5
Volleyball: Cal State Fullerton, Main Gym, 5:30 pm. ($)
Football: UC Davis, Mustang Stadium, 7 pm. ($)

MONDAY, OCTOBER 7
Play: "Blood Wedding," Theatre, 8:30 pm. ($)

WEDNESDAY, OCTOBER 9
Books at High Noon: Diane Blakeslee (investment advisor) will review "The Power of Money Dynamics," by Venita VanCaspel. Staff Dining Room, noon. (!)
Film: "Witness," Chumash, 7 & 9:15 pm. ($)

THURSDAY, OCTOBER 10
University Club: Debbie Weldon (regional director, Dept. of Parks and Recreation) will discuss "Hearst Castle: An Update." Staff Dining Room, noon. (!)

FRIDAY, OCTOBER 11
Soccer: Cal State Northridge, Mustang Stadium, 5:45 pm. ($)

SATURDAY, OCTOBER 12
Football: University of Santa Clara, Mustang Stadium. 7 pm. ($)

WEDNESDAY, OCTOBER 16
Books at High Noon: Eugene O'Connor (Business Administration) will review "Running Your Own Business: How to Evaluate and Develop Your Entrepreneurial Skills," by Nancy A. Flexman. Staff Dining Room, noon. (!)
Film: "Casablanca," Chumash, 7 & 9 pm. ($)

Position Vacancies

Vacant staff positions at Cal Poly State University and the Cal Poly Foundation are announced in this column and are posted outside the respective offices. Contact those offices (State: Adm. 110, 805-546-2236—Foundation: mobile unit near the Fire Department 805-546-1121) for applications and additional position details. Both Cal Poly and the Foundation are subject to all laws governing affirmative action and equal employment opportunity. All interested persons are encouraged to apply.

State
CLOSING DATE: 10-18-85
Data Control Technician/Senior Data Control Technician, $1412-$1883/month, Computer Services.
Administration Operations Analyst II (General Manager, Mustang Daily), $2253-$2713/month, Journalism.
CLOSING DATE: 10-25-85
Administrative Operations Analyst I, $1901-$2285/month, Student Data Systems Office.
Foundation
CLOSING DATE: 10-7-85
Secretary to the Executive Director, $1611-$1917/month, Foundation.
Upward Bound Project Director, $2210/month, temporary position with full benefits through 8-31-86 dependent on active funding.

Candidates for positions on the faculty of the university are presently being sought, according to Jan Pieper, director of personnel and employee relations. Those interested in learning more about the positions are invited to contact the appropriate dean or department head. This University is subject to all laws governing Affirmative Action and equal employment opportunity including but not limited to Executive Order 11246 and Title IX of the Education Amendments Act and the Rehabilitation Act of 1973. All interested persons are encouraged to apply.
CLOSING DATE: 11-9-85 (or until positions filled)
Tenure-Track Position, rank dependent upon qualifications; salary competitive, Business Administration, available Fall 1986 (Finance). Teach finance at the undergraduate and MBA levels. Ph.D. or D.B.A. from an AACSB accredited business school required; ABD candidates at final stages of dissertation considered. Candidates must have a strong commitment to quality teaching and research. Evidence of quality teaching, research, and publications highly desirable. Significant business experience desirable. Contact Dr. Dan Bertozzi, Chair, Business Administration.

Tenure-Track Position, rank dependent upon qualifications; salary competitive, Business Administration, available Fall 1986 (Marketing). Teach marketing at the undergraduate and MBA levels. Ph.D. or D.B.A. from an AACSB accredited business school required; ABD candidates at final stages of dissertation considered. Candidates must have a strong commitment to quality teaching and research. Evidence of quality teaching, research, and publications highly desirable. Significant business experience desirable. Contact Dr. Dan Bertozzi, Chair, Business Administration.

Meat for sale

The Food Science and Nutrition Department will be offering beef, lamb and pork for sale throughout the year. In addition to cutting carcass meat, ground meat and food service sections have been added to the meats classes. The additional cuts of beef will be ground beef (both bulk and patties), various cuts of beef steak (i.e., top sirloin, T-bone, rib eye) and, possibly, roasts. These products will be quick-frozen and sold in boxes ranging from 10-15 pounds each. Carcass meat will continue to be sold. Minimum sales are: half beef (300-450 lbs.), half pork (70-90 lbs.) and whole lambs (45-70 lbs.). Prices for both carcass meat and boxed cuts will reflect current market value. For more information, please call Cathleen Carter, ext. 2114.