Affirmative Action Faculty Development Grants

The applications for the 1980-81 Affirmative Action Faculty Development Grants were reviewed by the Small Grants Review Committee earlier this month and recommendations were forwarded to Malcolm W. Wilson (Associate Vice President for Academic Programs) and Hazel J. Jones (Vice President for Academic Affairs) who approved the committee recommendations as submitted. Grants have been awarded to 17 faculty from 11 departments for a total of 45 units of released time and $3,086 in mini and travel grants. The recipients of grants are male, female, white, black, and Hispanic, and will use the grants to enhance their professional status.

The list of the recipients is:

- Christina Bailey ....... Chemistry
- Susan Currier .......... English
- Marilyn F. Dorsey ...... Education
- Carolyn C. Hansen .... Education
- Lynn Marie Jamieson ... Education
- George Luna ......... Mathematics
- Susan L. McBride .... Education
- Pamela Cook Miller ... Speech Communication
- Nancy Morris/Roger Bishop .. Agricultural Management
- Kent E. Morrison .... Mathematics
- Christina Orr-Cahall .... Art
- Carolyn Shank .... Physical Education
- Jan W. Simek .......... Chemistry
- Fred W. Stults .... Child Development and Home Economics
- Quintard Taylor .......... History
- JoAnn C. Wheatley ...... Crop Science

Price is a graduate of Pennsylvania State University, where he earned his bachelor’s and master’s degrees. He has also attended special courses focusing on communications, fund raising, and tax planning in recent years. Before his present tenure at University of Miami, he was director of gifts and development for University Arts Services at Penn State, administrator for the land and water Institute, also at Penn State, and an assistant director of recreation for the Board of Recreation in Summit, N.J.

Over the past six years at both Miami and Penn State, Price has been responsible for initiation and direction of year-round comprehensive fund-raising efforts for fine arts programs. In his new assignment at Cal Poly, he will work closely with President Warren J. Baker, Vice President Andrews, and other executive staff members. Dr. Andrews said creation of the position Price will occupy is part of a university-wide effort to obtain non-state funds for support of university programs that was announced several months ago by President Baker.

Hours for Christmas

Foundation Food Services announces the following hours for the holiday period:

- Saturday and Sunday (Dec. 13 and 14) All areas closed
- Monday through Friday (Dec. 15 to 19) Staff Room: 8 am to 3:30 pm
- Saturday and Sunday (Dec. 20 and 21) All areas closed
- Monday through Wednesday (Dec. 22 to 24) Staff Room: 8 am to 3:30 pm
- Thursday through Sunday (Dec. 25 to 28) All areas closed
- Monday through Wednesday (Dec. 29 to 31) Staff Room: 8 am to 3:30 pm
- Thursday through Saturday (Jan. 1 to 3) All areas closed
- Sunday (Jan. 4) Vista Grande Restaurant: 11 am to 7 pm
- Vista Grande Cafeteria: 11 am to 7 pm
- Burger Bar: 12 noon to 12 midnight

Tours of Kennedy Library offered

Guided tours of the new Robert E. Kennedy Library will be conducted during the first six weeks of the Winter Quarter to acquaint faculty, staff, and students with the physical layout of the building. The Location of the collections, departments, service points, and other facilities, such as group study rooms, photoduplication areas, typing rooms, will be shown. Four guided tours will be conducted daily from Monday through Friday, at 9 am and 1 pm for students, and at 1 am and 3 pm for faculty and staff. Members of instructional departments wishing to tour the Library in a group should call Angelina Martinez, (Assistant Director for Reader Services) at Ext. 2345 to arrange for a departmental tour.

Tour participants will meet in the foyer of the new building and each group will be led by a member of the Library staff who will act as tour guide. Each tour will last from one half hour to 45 minutes.
STAFF VACANCIES

Vacant support staff positions have been announced by Robert M. Negranti, Staff Personnel Officer. Descriptions of the positions and other vacancies are posted outside the Personnel Office, Adm. 110, Ext. 2236. Contact the Personnel Office to obtain an application. The 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.

Clerical Assistant II-A, $473-$565/month; half-time, Financial Aid Office. Duties include: Receive, direct, and refer student inquiries by in-person contacts/telephone; process general clerical applications; process incoming mail; typing and filing of forms, letters, reports; other clerical duties as required. Requirements: One year of general clerical experience; type 45 wpm; must have taken General Clerical Test. Hours of work: 8 a.m. - 12 noon. Closing date: 12/29/80.

Clerical Assistant III-A, $1110-$1330/month, Records Office. Graduation Clerk. Duties: Processing applications for graduation, including maintenance of computerized file, ordering diplomas, posting degrees and grade changes, advising students of graduation status, verification of graduation, and typing of general correspondence. Requirements: Equivalent to three years general clerical experience, type 45 wpm and must have taken the General Clerical Test. Closing date: 12/29/80.

Custodian, $479-$572.50/month; half-time; 6 positions available, Plant Operations. Sweeps, scrubs, mops and polishes floors, blackboards, windows and venetian blinds. Locks and unlocks doors and windows, empties trash cans and wastebaskets. Cooperates with faculty and staff in moving furniture and equipment. Assists in special activities such as athletic events, assemblies and graduation. Hours: 4 a.m. - 8 a.m., Monday through Friday and varying days and hours as needed. Requirements: Ability to read and write at a level appropriate to duties of the position. Closing date: 12/29/80.

Programmer I, $1560-$1877/month; temporary help position through June 30, 1981, Computer Center. Duties: Design and development of administrative systems; personnel and business systems; conversion from IBM to CDC equipment. Most programming done in COBOL. Requirements: College degree or equivalent, plus one or more years experience in programming. Experience in conversion techniques desirable. Excellent oral/written communication skills. Ability to work in a dynamic, changing environment. Closing date: 12/29/80.

Registered Nurse I, $8.07/hour; on-call position, Health Center. After hours emergency services in infirmary, administer medications, restock supplies, assist with physical examinations, minor surgical procedures, dressing changes, neurological checks, and other nursing duties as needed. Requirements: Current State of California certification required. Closing date: 12/29/80.

FACULTY VACANCIES

Candidates for positions on the faculty of the University are presently being sought, according to Donald L. Shelton (Director of Personnel 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.

Department Head, $26,004-$39,732/year; dependent upon qualifications and experience, Education Department, School of Human Development and Education. Position available September 1981. Duties include administering Education Department with faculty of 20; teaching one course. Education background: Ph.D.; and administrative experience required. Closing date: 2/2/81.

CORRECTION
Department Head, $22,620-$34,476/academic year; depending upon qualifications, Construction Department, School of Architecture and Environmental Design. Full-time position to teach courses in the major with part-time administration. Emphasis on teaching construction practice and theory, mainly in laboratory classes. Master's degree with approximately ten years in responsible construction operations; administrative experience desired. Background in engineering, construction practices, estimating, planning, scheduling, costs, economy and computer applications desirable. No tenure in Department head position; however, tenure on teaching faculty can be awarded under current University guidelines. Position available September 1981. Corrected closing date: 2/2/81.

This is the last edition of Cal Poly Report for 1980. January 8, 1981 will mark the first issue of the new year. Deadline for copy for that edition is noon on Monday (Jan. 5).