Commencement invitation

Any Cal Poly faculty or staff member who holds a baccalaureate degree or higher is invited to participate in the Commencement procession and ceremony on Saturday (June 10) from 2:40 pm to 5 pm. Department heads and supervisors are asked to report a count of participants by memo or phone to Allen Miller (Mathematics) by May 29.

Narrower perimeter drive

Faculty, staff, and students are reminded that library construction requires a restriction of traffic on Outer Perimeter Road west of Pepper Lane. The surface has been repainted and still includes a bicycle lane; however, motorists are encouraged to use Pepper Lane and Highland Drive to access Parking Lot H2.

Unclaimed money

A substantial sum of money, found on campus in June 1977, has not been claimed. Anyone with information concerning this matter should contact Acting Police Chief Leroy Whitmer at University Police, Ext. 2281. Unless claimed by Apr. 18 the money will be returned to the finder who has asked that it be used to purchase equipment for the EE/EL department.

School of Business Dean Appointed

Appointment of Robert K. Coe of Bakersfield as dean of the School of Business at Cal Poly has been announced by President Robert E. Kennedy. Presently on leave and teaching at the Escuela de Ciencias Economicas y Administracion and at the University of the Americas in Puebla, Mexico, Dr. Coe has been an administrator and member of the faculty at California State College, Bakersfield since 1969. He will assume his new assignment at Cal Poly on July 1. Appointment of Dr. Coe was recommended by Hazel J. Jones (Vice President for Academic Affairs) after a committee of faculty, students, and staff considered more than 100 candidates from across the nation for the position.

"Dr. Coe's background in higher education has great depth in the areas of administration and teaching," Dr. Kennedy said, "we look forward to his continuing a tradition of strong leadership of our business and economics programs." The new dean will succeed Roy E. Anderson, who has been acting dean of the School of Business at Cal Poly since its reorganization and separation in 1976. It had been operated as a combined School of Business and Social Sciences for several years before that. Dr. Anderson, a member of the university faculty since 1949, plans to return during the Summer Quarter to his former duties as a member of the Accounting Department faculty.

Dr. Coe was selected as one of the academic administrators who joined the Cal State Bakersfield staff in 1969 to help develop the college's instructional programs. He led development of the college's School of Business and Public Administration until 1976. During that time the school's enrollment grew to 350, the program became accredited and its faculty grew to 20 members.

Before moving to Bakersfield, Dr. Coe spent three years as chairman of the Department of Business Administration at Virginia Polytechnic Institute; taught at University of Nevada at Reno, California State University, Sacramento, and at Syracuse University; and was employed as a group leader by General Electric Co. He is the author of a number of articles and papers that have been published in professional journals and a frequent speaker before professional gatherings.

The new dean is a native of Clinton, N.Y., and earned his bachelor's, master's, and doctor's degrees with specializations in finance, accounting, and economics at Syracuse University. He is a member of the American Arbitration Association, National Academy of Management, American Economic Association, Phi Kappa Phi national honorary society, and several other social and service societies.

The Business Administration and Education building includes offices of the School of Business.
Home concert details

Music ranging from contemporary rock to religious, show, and folk songs will be presented during the Home Concert at 8:15 pm on Saturday (Apr. 15) in the Physical Education gymnasium. One of the Central Coast Area’s traditional music events, this year it will present a program featuring vocal music only.

Scheduled are performances by the Men’s and Women’s Glee Clubs; the “world famous” Majors and Minors, a male ensemble that specializes in barber shop music; and the Polyphonics, a new group of mixed voices that does show and contemporary music. General admission tickets for Home Concert are priced at $2.50 for adult and $1.25 for students. They are being sold in advance at the University Union ticket office and by members of the two glee clubs. Unsold tickets will be available at the PE building box office prior to curtain time on Saturday evening.

Stanley A. Malinowski Jr. (Music) will conduct both glee clubs. Among the numbers programmed for the Women’s Glee Club are “Easy Street” from the Broadway musical “Annie,” and “Three Spanish Ballades.” “This Is All I Ask,” the folk song “When Johnny Comes Marching Home,” and “Sunshine In My Soul” will be among the tunes presented by the Men’s Glee Club.

Mini Grant Applications sought

The Mini-Grant Review Committee has completed its preliminary work and is now requesting proposals for 1978-79. It is anticipated that a sum of $17,500 will be allocated for the approved proposals, each of which may include funding up to $5,000. The purpose of the proposal will be “to improve the process of education for students through more effective use of existing resources on the campus.” For the second year students are invited to submit proposals; others eligible to submit proposals are faculty members, departments, schools, and any interdisciplinary or interdepartmental group. The deadline for the submission of proposals is Friday (May 5).

Copies of the application form and guidelines may be obtained from Cathy Maron (in the ASI office), offices of the academic deans, and Adm. 309. Any questions about the program should be directed to David Grant, Adm. 309, Ext. 2051.

San Diego State President named

Thomas B. Day, acting Vice Chancellor for Academic Affairs at the University of Maryland’s Baltimore County campus, has been named President of San Diego State University. Dr. Day’s appointment, effective this summer at a date to be determined, was announced by CSUC Trustee Chairman Roy T. Brophy and Chancellor Glenn S. Dumke.

Dr. Day holds the rank of professor of physics and astronomy at U-Maryland, College Park. He began his academic career there in 1957. the year he earned his Ph.D. from Cornell University. He is a fellow of the American Physical Society, the recipient of the University of Notre Dame’s Science Centennial Award and has served as a delegate at four international physics conferences.

Dr. Day succeeds President Brage Golding who accepted the presidency of Kent State University in 1977. Dr. Trevor Colbourn is serving as San Diego’s 1977-78 acting President.

Creativity & religion... a single source?

“Creativity and Religion — Do they stem from a single source?” will be the topic for the Arts and Humanities, 1977-78 program to be presented on Thursday, April 20.

Dr. Walter Capps of University of California, Santa Barbara, will talk at 11 am in Room 220 of the Julian A. McPhee University Union. Admission will be free and the public is invited to attend.

Originally announced for Thursday, April 27, the program is part of a Mini-series on “The Creative Experience” being presented during the Spring Quarter as part of the Cal Poly Arts and Humanities, 1977-78 series.

Dr. Capps is director of the Institute of Religious Studies at UC Santa Barbara. He is also president of the Council for the Study of Religion, an associate at the Center for the Study of Democratic Institutions in Santa Barbara, and author of numerous articles and seven books on religion.

Reminder on purchasing

Submission deadlines for purchase requisitions chargeable to current year expiring appropriations are listed below. Requisitions must be in the Purchasing Office by the following dates:

Apr. 17 - Non-contract supplies or equipment costing more than $1,000.
May 31 - Supplies or equipment costing less than $1,000.

Purchase requisitions received in the Purchasing Office after May 31 will be charged against 1978-79 funds. Chargeback accounts for copying, duplicating and campus storeroom supplies will be closed out on May 25 for fiscal year 1977-78. Beginning May 26, all expenditures for these supplies and services will be charged to fiscal year 1978-79 funds. For additional information or clarification, please call the Purchasing Office at Ext. 2231.

Tutankhamun tour date set

The Cal Poly Retired Faculty/Staff Club has announced a Treasures of Tutankhamun/Universal Studio Tour Apr. 30 to May 1. The two-day tour includes round trip chartered Greyhound Bus transportation from campus, coffee and doughnuts enroute, accommodations at Sheraton Universal Hotel, Universal Studio tour and admission to Treasures of Tutankhamun exhibit at the Los Angeles County Museum of Art. Cost is $75 per person. Deadline for reservations is April 15. For further information contact Steve Riddell (Coordinator, Alumni Services) Adm. 210, Ext. 1261.

Cal Poly Report - April 13, 1978
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.

Departmental Secretary II-B, $890-$1066/month, Educational Opportunity Program. Duties: Supervises and/or trains full-time clerical staff and student assistants and reviews all work completed by them. Determines work priorities. Assists in interviewing and hiring of clerical staff as needed. Prepares evaluation reports for full-time clerical staff. Maintains department filing systems. Maintains budget records and prepares budget reports on a monthly basis. Supervises student payroll process and prepares attendance reports. Develops and maintains office procedures as needed. Prepares a variety of correspondence and reports. Maintains close communication with departments within the University. Requirements: Ability to communicate and work with low-income and/or minority students; past experience in dealing with administrative personnel. Bi-cultural candidates are encouraged to apply. Equivalent to three years general clerical experience, type 45 wpm, shorthand 80 wpm, and must have taken the General Clerical Test. Closing date: 5-18-78.

Clerical Assistant II-A, $729-$871/month, Learning Assistance Center. Duties: Serves as receptionist making appointments for incoming students as well as staff members; takes care of budget, mail, and general correspondence; types forms, handouts, reports, proposals; keeps accurate records; operates and takes care of Center equipment; maintains filing system; supervises work student assistants; handles student assistant payrolls. Requirements: Equivalent to one year general clerical experience. Type 40 wpm, and take effective action. Closing date: 5-8-78.

Medical Officer I, $2760-$3323/month, Health Center. Duties: Those required of Medical Officer I in the Student Health Center, including but not limited to physical exams, interviewing and counseling students on personal and health problems; consulting, treating, and referring students when appropriate; providing emergency care for injuries; stressing health education and preventive medical care in contacts with students, and preparing reports and making recommendations. Requirements: Current, valid California License. Closing date: 6-30-78.

Supervising Custodian II, $992-$1190/month, Plant Operations. Duties: Assigns work, supervise and gives instructions to custodial employees; trains and instructs custodians in the proper use of equipment, materials, and accepted custodial techniques; schedules and assigns non-routine projects; makes inspections and maintains standards of safety; reports faulty equipment and repair needs; enforces security regulations and procedures as appropriate; evaluates performance of subordinates; maintains inventory of supplies and materials; assists in preparation of custodial budget; makes recommendations to supervisor on problems encountered; cooperates with administration, faculty, and students in moving furniture and equipment and in facilities arrangements for special events; keeps records and prepares reports. Requirements: Three years of custodial experience including the equivalent of one year in a lead or supervisory capacity. Methods, materials, chemicals and equipment used in custodial work; safety and sanitation measures. Ability to plan and organize work schedules; supervises others including in-service training; maintain effective working relationships with administration, faculty, and students; analyze and take effective action. Closing date: 5-8-78.

Custodian, $759-$906/month, 2 positions, Plant Operations. Duties: Sweeps, scrubs, mops, and polishes floors; blackboards, windows, and venetian blinds, laboratories, shops, locker rooms, locks doors and windows, empties trash cans and wastebaskets; safeguards building or equipment from unauthorized use. Cooperates with faculty and staff in moving tables, chairs, and other furniture and equipment in the making of minor repairs and adjustments in classrooms and auditoriums, and assist in special activities such as athletic events, assemblies, and graduations. Requirements: Ability to follow oral and written directions, care for janitorial supplies and equipment and observe and use safe working conditions. Applicants must complete the official application form in the Personnel Office. Closing date: 5-1-78.

Departmental Secretary 1-B, $814-$974/month, School of Architecture and Environmental Design. Duties: Secretary to Associate Dean; answer Associate Dean’s phone, type correspondence, transcribe dictation from dictation equipment, keep accounts for budgets, type weekly newsletter, prepare probationary and disqualification lists, filing, train on Savin Work processing equipment, greet students and public wishing to see Associate Dean, be familiar with duplication equipment, and assist Dean’s secretary, etc. Requirements: Two years general clerical experience, 80 wpm shorthand, type 45 wpm, and must have taken the General Clerical Test. Closing date: 4-27-78.

Books at high noon

Doug Dangerfield (Military Science) will take a new look at Custer’s “last stand” when he reviews Keep the Last Bullet for Yourself: The True Story of Custer’s Last Stand by Thomas Baily Marquis for Books at High Noon. Bailey had been a doctor on a Sioux reservation in the area of Little Big Horn and after talking to survivors of that battle, believed that Custer’s men panicked and committed mass suicide rather than be caught and tortured by the Indians.

The review will be given at the Staff Dining Room, Tuesday, April 18, at 12:00 noon.

Top dollar signed for Pappy gayo

Cal Poly capped its most successful effort yet at the Hollywood Park yearling Thoroughbred sale when a colt from the university herd was sold for $15,000. The two-year-old racing prospect, Pappy gayo, by Tecomito out of Maggie’s Honor, was purchased by Al Hoffman of Albany. The purchase price was the most ever paid for a yearling out of the Cal Poly herd at the annual sale in Inglewood, according to William Gibford (Animal Science) who is in charge of the horse program.

Cal Poly realized $60,000 from the sale of eight Thoroughbred yearlings at the sale on Mar. 15 and 16, the most ever in the four years the university has consigned horses to the sale, Gibford said. The Cal Poly success at the 1978 sale is due in large part to the records achieved by the eight Thoroughbreds sold at the 1977 Hollywood Park two-year-olds-in-training sale.
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.

Lecturer, $4,336-$5,712/quarter, based on 15 unit teaching load, Computer Science and Statistics Department, School of Science and Mathematics. Duties and responsibilities include teaching lower division statistics courses. Candidates must possess an M.S. in statistics or a closely-related subject matter field. Preference will be given to candidates with demonstrated excellence in college or university teaching. Consideration will be given to those with and/or industrial experience involving applied statistics. Appointment for Summer Quarter, 1978. Closing date: 5-15-78.

Lecturers, $4,712-$5,712/quarter, depending upon qualifications, Biological Sciences Department, School of Science and Mathematics. Positions available Summer Quarter 1978 (June 19-August 31). (1) Food Microbiologist - teaching Food Microbiology and General Bacteriology; (2) Ecologist - teaching General Ecology, Conservation and General Biology; (3) Plant Physiologist - teaching Plant Physiology, General Botany and Plant Biology; (4) Human Anatomist/Physiologist - teaching Human Anatomy and Human Physiology; (5) Zoologist - teaching Evolution, General Zoology and Animal Biology; (6) Plant Ecologist/Taxonomist - teaching Plant Ecology and Plant Taxonomy. Ph.D. desirable. Applications including three letters of recommendation, curriculum vitae, transcripts and personal data sheet should be received on or before May 15, 1978. Contact Dr. John K. Hampton, Jr., Head, Biological Sciences Department.

Lecturer, $4,752-$7,208/dependent upon qualifications and experiences, position available for Summer Quarter 1978 only, Physical Education Department, School of Human Development and Education, effective June 19, 1978. Duties include teaching kinesiology, coaching techniques in gymnastics, tumbling/trampoline, and apparatus. Doctorate preferred; experience required. Closing date: 5-10-78.

Assistant Professor, $14,256-$21,624/year, dependent upon qualifications and experiences, Physical Education Department, School of Human Development and Education, effective September, 1978. Duties include teaching kinesiology, mechanical analysis, professional activities, motor learning; coaching assignment in swimming/diving, or softball, or women's basketball desirable. Doctorate preferred; experience required. Closing date: 6-1-78.

Lecturer, $14,256-$17,136/academic year, dependent upon qualifications and experience, Physical Education Department, School of Human Development and Education, effective September, 1978. Duties include teaching jazz, social folk and modern dance as well as coaching an intercollegiate team in swimming/diving, softball, or basketball. Master's degree and experience required. Closing date: 6-1-78.

Lecturer, $5,208-$7,208/quarter, Management Department, School of Business. Position available for Summer Quarter, 1978 only. Duties may include teaching undergraduate courses such as Industrial Relations, Personnel Management and Management Processes. Prefer candidate with doctorate or AB's/nearing completion with industrial or governmental experience. Closing date: 4-27-78.

Lecturer, $5,208-$7,208/quarter, Management Department, School of Business. Position available for Summer Quarter, 1978 only. Duties may include teaching undergraduate courses such as Management Processes, Business Strategy and Policy Management Organization and Theory. Prefer candidate with doctorate or AB's/nearing completion with industrial or governmental experience. Closing date: 4-27-78.

Lecturer (Geography), $14,256-$21,624/academic year, dependent upon qualifications, Social Sciences Department, Division of Social Sciences. One-year position available for the 1978-79 academic year. Duties include teaching physical geography, Asia and/or Africa, world regional, and an ability to assist in the development of new courses in climatology, cartography, or remote sensing. Ph.D. in geography preferred; advanced candidates (ABD) will be considered. Closing date: 6-15-78.

WHO...WHAT...WHEN...WHERE??


Paul R. Neel, Architecture and Environmental Design, attended the annual fall conference of the California Council of Architectural Educators in Newport Beach Nov. 3- and the Annual Western Regional Conference of the Association of Collegiate Schools of Architecture, Nov. 5 and 6.

Steven Miller, Physical Education, gave a series of lectures at Princeton University, New York, on Mar. 9, 10, and 11, on the poly vault, high jump, triple jump, and long jump, titled "Mechanics and Technique in the Jumps."


Larry R. Ross, Exec. Asst. to President, and Michael Suess, Personnel Management Specialist, are representing Cal Poly on a CSUC systemwide committee responsible for reviewing current policies and procedures on Quarter System Year Round Operations. The committee is charged with recommending any needed changes in Title 5 of the California Administrative Code and with the development of appropriate regulations for UCAM (University & Colleges Administrative Manual).

Donald W. Hensel, History, presented a paper, titled "Single Session Role Playing Simulations" at a conference on the teaching of history in Fredonia, New York. The conference was jointly sponsored by the American Historical Association and the State University of New York, Fredonia.

Thomas J. Lee, Physical Education, was chief judge at the National Intercollegiate Boxing Tournament held in Reno, Nevada on March 24-25. Eighteen Colleges and Universities from across the nation sent representatives to the tourney.
NEA - MEDIA ARTS PROGRAM. The National Endowment for the Arts has issued its deadline calendar for the program of FY 1979 Media Arts: Film/Radio/Television Grants. Deadlines are:

** 6/15/78  AID TO FILM/VIDEO EXHIBITION. Matching grants of up to $15,000 to assist organizations in exhibiting high quality film and video art that may not be available to the public through regular commercial channels.

** 7/15/78  SERVICES TO THE FIELD. Matching grants of up to $25,000 to organizations to provide such services as conferences/seminars, research, distribution, informational materials, and provision of facilities and working spaces to film and videomakers and to radio producers.

** 9/15/78  PRODUCTION AID. Matching grants of up to $50,000 to organizations for single productions in film and video and single productions and series in radio.

*** 9/15/78  AFI INDEPENDENT FILMMAKER PROGRAM. Fellowship grants to filmmakers working in the areas of animation, documentary, experimental, and narrative film. For information and forms, write: The American Film Institute, 501 Doheny Drive, Beverly Hills, CA 90210.

*** 10/16/78  VIDEO ARTISTS FELLOWSHIPS. Fellowship grants to video artists. For information and forms, write: Visual Arts Program, NEA, Mail Stop 700, 2401 E Street, NW, Washington, DC, 20506.

10/25/78  IN-RESIDENCE/WORKSHOPS. Matching grants of up to $10,000 to help organizations invite film and video-makers, radio producers, and critics for stays of different durations to instruct, influence, and stimulate a variety of audiences.

** 11/15/78  AFI/NEA FILM ARCHIVAL PROGRAM. Matching grants of up to $50,000 to assist organizations in locating, identifying, documenting, restoring, preserving, or cataloging films of artistic or cultural value.

** 12/15/78  GENERAL PROGRAMS. Matching grants of up to $10,000 for projects which do not fit into any of the foregoing areas of support.

* * *

** 10/25/78  NEA - JAZZ PROGRAM. The National Endowment for the Arts has set a postmark deadline of JUNE 1, 1978, for applications for FY 1979 Jazz Program Grants. Three categories of grants will be supported:

(1) COMPOSERS/PERFORMERS. Non-matching fellowship grants of up to $10,000 to established professional jazz artists to advance their careers through composition, arrangement, or performance.

(2) STUDY. Non-matching study fellowship grants of up to $5,000 to enable young musicians to study with individual professional artists for concentrated instruction and experience.

(3) ORGANIZATIONS. Matching grants of up to $25,000 for jazz presentations, educational programs, short-term residencies by jazz specialists, and carefully planned regional or national festivals or tours.

* * *
NEA - FY 1979 ARCHITECTURE, PLANNING, AND DESIGN PROGRAM. The National Endowment for the Arts has set a postmark deadline of June 25, 1978, for applications to the various categories within its Architecture, Planning, and Design Program. Grants and fellowships are awarded in the fields of architecture; landscape architecture; urban design; city and regional planning; graphic, interior, industrial, fashion, and other recognized design professions. Grant categories include:

(1) **PROFESSIONAL FELLOWSHIPS.** To assist professional designers and planners seeking time for further professional development. Subcategories are to assist: (a) those entering or re-entering a design profession, and (b) established professionals who want to consider new and alternative approaches to their careers.

(2) **PROJECT FELLOWSHIPS**, to assist individuals pursue specific design, research, or educational projects.

(3) **LIVABLE CITIES**, to encourage communities to introduce exemplary design as an integral part of their planning processes.

(4) **DESIGN: COMMUNICATION AND RESEARCH**, to assist the development and dissemination of design ideas and information about design for the public and design professions.

(5) **CULTURAL FACILITIES RESEARCH AND DESIGN**, to assist groups in planning and designing of exemplary cultural facilities and to encourage the commitment of local public and private money to carry out projects.

(6) **SERVICES TO THE FIELD**, to assist professional organizations, nonprofit groups, and coalitions which advance the cause of design excellence.

(7) **GENERAL PROGRAMS**, for projects not specifically included in other grant categories.

An additional deadline for these programs will be January 25, 1979.

**UPCOMING DEADLINES:**

* 6/1/78 NSF - SCIENTISTS AND ENGINEERS IN ECONOMIC DEVELOPMENT PROGRAM. To provide support for individual U. S. scientists and engineers to apply their experience to problems of development in many countries.

** 6/1/78 NEH - FELLOWSHIPS FOR INDEPENDENT STUDY AND RESEARCH. The purpose of these awards is to help humanists make important contributions to knowledge, or to develop their abilities to do so, by providing support for uninterrupted full-time study and research.

** 6/1/78 USOE - LIBRARY SERVICES INTERLIBRARY COOPERATION GRANTS. To provide for the systematic and effective coordination of the resources of school, public, academic, and special libraries and special information centers for improved services of supplementary nature to special clientele served by each type of library.

** 6/1/78 EXXON EDUCATIONAL FOUNDATION RESEARCH AND DEVELOPMENT PROGRAM GRANTS. For projects that promise to lead to wide improvement in instruction, administration, or physical facilities utilization in higher education.

* Guidelines and/or application forms are available in the Research Development Office, 317 Administration, 546-2982.

** Information requested by the Research Development Office and should be available soon.

*** Contact agency directly.