Electronic & Electrical Engineering

Selection of Warren R. Anderson as head of the Electronic and Electrical Engineering Department at Cal Poly, has been announced by president, Robert E. Kennedy. A member of the faculty since 1946, Anderson will assume his new duties on Sep. 3, according to Robert Valpey, (Dean, Engineering and Technology). Dean Valpey, joined Hazel J. Jones, (Vice President for Academic Affairs), and tenured faculty of the department in recommending his appointment. Anderson succeeds Evan R. Owen, who requested reassignment to a full-time teaching position in the department.

Anderson, a native of Houston, Minn., is a graduate of University of Minnesota, where he earned a degree in agriculture, and Louisiana State University, where he completed study for a degree in electrical engineering. In addition to his teaching assignments at Cal Poly over the past 30 years, the new department head has been involved in the Academic Senate of the California State University and Colleges. He was a member of the statewide senate during the first six years of its existence. During that time he was chairman of its Fiscal Affairs Committee and a member of its Educational Policies and Student Affairs Committees.

Anderson has also been a leader in faculty affairs on the Cal Poly campus over the years. He was the first chairman of the Faculty-Staff Council, forerunner to the present Academic Senate, and a member of the advisory committee to the dean of students. Currently a representative of the campus Academic Senate on the Student Executive Cabinet of the ASI, he has also served on committees concerned with long range academic planning over the years.

Before moving to Cal Poly, the new department head taught in public schools in Minnesota and worked for the U.S. Signal Corps and the Automatic Electric Company in Chicago. While at Cal Poly, he has been a consultant to industry and has done vacation work for both Western Gear Corp. and General Electric Company. Anderson is a registered professional engineer in California and a member of the Institute of Electronic and Electrical Engineers and the California Society of Professional Engineers.
JAZZ NIGHT WILL ECHO

It will be a night to get all "jazzed up" about on Friday, (June 4) at Cal Poly. That's the date for the annual Jazz Night concert in the Cal Poly Theatre. The 8 pm concert will feature saxophone soloist Pete Christlieb and three ensembles composed of Cal Poly Students -- the University Jazz Band (Collegians), the Cal Poly Studio Band, and the CP's Struttin' Dixie Six.

A former member of the Jerry Gray, Si Zentner, Louis Bellson, and Woody Herman bands, Christlieb is currently the tenor sax soloist with the Doc Severinson Band appearing on the nationally-televised "Tonight" show. Christlieb and his father, Don, a former bassoonist with the Fox Movie Studio orchestra, will join a special orchestra composed of members of the University Jazz Band and several members of the Cal Poly Chamber Orchestra in performing a concerto written for tenor sax and bassoon.

The 20-piece Studio Band will be led by student director Eric Schmidt. It is scheduled to present several arrangements and original compositions by Schmidt during its portion of the Jazz Night program. The traditional flavor of New Orleans hazz and the fresh sound of modern jazz will also be included in the program. The Struttin' Dixie Six, will present selections from the Dixieland era and the University Jazz Band will include a variety of modern compositions in its program.

Tickets for the concert, which is being presented by the Music Department and Music Club, are priced at $1.50 for students and $2.50 for all others. They can be bought in advance from the University Union ticket office.

CHANGE IN INTEREST CREDITING RATE

At the April 21, meeting of the Board of Administration of the Public Employees' Retirement System, a resolution was adopted increasing the interest crediting rate from 5 3/4% to 6% effective July 1. This rate will apply to funds held for both employees and employers.

This 6% rate will be used to compute member costs for redeposits of previously withdrawn contributions, service for which members can voluntarily elect to contribute. This new rate of computing redeposit costs will also be effective for request received on or after July 1.

STUDENT PUBLICATIONS EDITORS TAPPED

Editors have been selected for two campus publications at Cal Poly for the 1976-77 academic year. James Sweeney and Steven Churm will serve as co-editors of Mustang Daily. Christopher Jones has been chosen as editor of Outpost. Mustang Daily is published four days per week and publishes several special editions during the year. Its daily circulation of 8,000 reaches Cal Poly students, faculty, and staff, as well as members of the community. Outpost is published in magazine feature format at intervals throughout the year.

Sweeney has served as associate editor, sports editor, and reporter for Mustang Daily. A junior journalism major, he will be an intern reporter for the Lompoc Record this summer. Churm also has acted as associate editor, for the past year and as a sports editor and reporter. Jones is a senior journalism major. Prior to enrolling at Cal Poly, he attended Arizona State University.
THREE DISTINGUISHED TEACHERS NAMED

Recognition of three members of the faculty as outstanding teachers has been announced by President Robert E. Kennedy. Named as Cal Poly's "distinguished teachers" for 1975-76 are James H. Hayes (Journalism), William V. Johnson, (Music), and Erna B. Knapp (Art). They join a select group of 37 members of the Cal Poly faculty who have been so honored since the university's program of recognition for outstanding teaching began in 1963.

Hayes, who joined the faculty in 1969, teaches courses in newswriting and is advisor to Mustang Daily. A graduate of San Jose State University and University of Florida, he taught at University of Arizona, University of Minnesota, and American University in Cairo, Egypt, and was a reporter for newspapers in both Arizona and California before moving to Cal Poly.

Johnson, a member of the faculty and director of bands at Cal Poly since 1966, is a graduate of Indiana University and University of Michigan. He formerly taught at Seeger Memorial High School in Indiana and was assistant to the conductor of the band at Michigan. Johnson's years at Cal Poly have been marked by national and international recognition for the university's bands. The Symphonic Band was featured resident ensemble for the International Youth and Music Festival in Vienna last Summer, and the marching bands have been featured during nationally televised football games on four different occasions.

Knapp, who teaches drawing, has enjoyed success as a teacher whose methods develop not only ability, but also enthusiasm, understanding, and appreciation for art. Before joining the Cal Poly faculty in 1962, she operated design studios in London, Montreal, New York City, and Los Angeles, and was an art teacher in both Los Angeles and New York. She is a graduate of Otis Art Institute in Los Angeles.

GERTH APPOINTED DOMINGUEZ HILLS PRESIDENT

Vice President Donald R. Gerth of California State University, Chico, has been named president of California State College, Dominguez Hills. Dr. Gerth's appointment was announced by Robert A. Hornby, chairman of the Board of Trustees of The California State University and Colleges, and Chancellor Glenn S. Dumke upon completion of a Trustees' screening and selection process under way since late 1975.

At the 6,800-student campus in southwestern Los Angeles County Dr. Gerth will succeed Dr. Leo F. Cain, Dominguez Hills' founding president. President Cain has announced his retirement on July 31. "Dr. Gerth possesses an exceptionally strong background in academic leadership, evidenced on the Chico campus and in statewide activities of The California State University and Colleges," Chancellor Dumke said. "I am greatly pleased with his selection. I look forward to his continuing the development of CSC, Dominguez Hills, so ably undertaken during the past 14 years by President Cain."

GUATEMALA ASSISTANCE APPRECIATION NOTED

A letter, received by Charles B. Atlee (Crops Science) from the headquarters of CARE in Guatemala City indicates great appreciation for the efforts of Cal Poly faculty, students, and staff in raising money to assist victims of the recent earthquakes. A copy of the letter is attached to this issue of the Cal Poly Report. Atlee and his wife will leave next week to return to Guatemala where, assisted by a number of students, they will spend the summer aiding Guatemalans in reconstructing housing that was lost during the earthquakes.
INDUSTRIAL ARTS SHOW DETAILS

Fiberglass speedboats and canoes from Santa Maria, and a computer tape controlled slide program from San Luis Obispo are among the early entries for the third annual Central Coast Industrial Arts Show, which will take place on Friday (June 4) at Cal Poly. The show, which will feature projects built by secondary school students from throughout the Central Coast area, will be held in Chumash Auditorium from 12 noon to 9 pm. Admission will be free and the public is invited to attend.

The fiberglass speedboats and canoes, along with a fiberglass stereo chair, were built by students at Santa Maria High School. The school's plastic shop, under the supervision of instructor Dean Johnson, is reputed to be one of the finest programs of its kind in the state. The computer tape controlled slide show is the work of a San Luis Obispo senior high school student, Mark Sullivan. The slide program, showing his school's industrial arts program, is entirely controlled by computer tape.

The show at Cal Poly will have more than just plastic and electronic projects. Wood lathes, pottery, jewelry, a barbecue pit, and a dune buggy are also among the projects to be displayed. A new feature of the show will be an automotive trouble-shooting contest that will be held on Saturday (June 5) at 10 am adjacent to the Engineering West Building. Cal Poly's Industrial Technology Department and student Industrial Technology Society are joint sponsors of the event.

WOW HOSTS/HOSTESSES SOUGHT

Week of Welcome, Cal Poly's new student orientation is rapidly approaching. Each year one of the most meaningful parts of Week of Welcome is the faculty home visit, when faculty members and their families host a group of new students, for an informal evening of conversation. This year's dates and times are Monday (Sep. 20) and Wednesday (Sep. 22) at 8:15 pm. If faculty members are interested in helping make this week complete for the incoming students they should give Robert Walters or Lavonne Ament a call at Ext. 2476 in the Activities Planning Center.

SUMMER QUARTER WORKLOAD ASSIGNMENT

During previous Summer Quarters, it has been noticed that sometimes employees do not have sufficient work assigned to occupy them productively during the normal workday. It is the responsibility of department heads and supervisors to make certain that employees under their jurisdiction have adequate and appropriate work assignments. The Summer Quarter is an excellent time to work on projects which have been set aside until a more convenient time. This period can be utilized to reorganize or purge the files, to develop an office procedures manual, or for employees to work on job descriptions of their positions for the Personnel Office.

In the case of secretaries and clerical employees, it is expected that employees who have completed all work assignments will advise their department head or the dean or division head that they are available for additional duties. Barbara Ciesielski (Supervisor, General Office) should be notified when clerical employees are available so that heavy workloads in some areas might be distributed to other available areas for assistance. Cooperation in attaining a more efficient and effective utilization of the university's work force is necessary so that projects which have been pending may be completed prior to the beginning of the Fall Quarter.
FIRST BASKETBALL SCHOOL PLANNED

Girls with dreams of becoming a top-flight center, expert dribbler, or high scorer on a basketball team now have their big chance. The first annual Basketball School for Girls will take place from Monday, (June 28) through Friday (July 2) at Cal Poly. Daily sessions are planned from 9 am to 3:30 pm. Boys will also be admitted. Emphasis will be on personalized and individualized instruction to assure the improvement of each student in all areas of basketball, from dribbling and shooting to defense and rebounding, according to Mary Stallard (Women's Physical Education) women's basketball coach at Cal Poly and director of the school.

It will offer an opportunity for beginning players to learn fundamental skills and experienced players to learn advanced basketball techniques. Also planned are a free throw shooting contest and half-court games. Each student will receive a notebook and a written evaluation by the coaches. Registration fee for the workshop, which is being sponsored by the Women's Physical Education Department, is $85. Instructional staff for the week-long program will include outstanding coaches from colleges and high schools. Further information and application forms for the basketball school may be obtained by writing to Mary Stallard.

FIVE P.E. WORKSHOPS FILL SUMMER

A new sports medicine clinic has been added to the annual series of summer physical education workshops for professionals at Cal Poly. The workshops will be held in an overlapping series from July 11 through Aug. 13. Also planned are workshops for elementary school teachers, women in secondary schools, and physical education and athletic coaching for men.

The first workshop for men was held in 1947, with the women following close behind in 1949. Elementary school teachers were included, beginning in 1974. All four workshops are sponsored by the California Association of Health, Physical Education, and Recreation; the California State Department of Education; and Cal Poly. The 27th California Physical Education Workshop for Women in Secondary Schools will kick off the series with two sessions, the first from Sunday, (July 11) through Friday (July 23) and the second from Sunday (July 25) through Friday (Aug. 6).

The Sports Medicine Clinic will begin on Monday (Aug. 2) and end on Friday, (Aug. 6). The 29th annual California Workshop for Physical Education and Athletic Coaching for Men will extend for two weeks, from Monday (Aug. 2) through Friday, (Aug. 13). The final workshop, the third annual Physical Education Workshop for Elementary School Teachers, will begin on Monday (Aug. 9) and end on Friday (Aug. 13).

GIBSON COFFEE PLANNED

Friends of J. Cordner Gibson, who will retire as Dean, School of Agriculture and Natural Resources on July 31, are invited to a coffee in his honor in the Staff Dining Room from 2 to 4 p.m. on Tuesday (June 8).

McWHINNEY RETIREMENT NOTED

Eleanor McWhinney (Financial Aid) is retiring June 4th after more than ten years with Cal Poly. Her friends are invited to stop by the Financial Aid Department, Adm. 107 on Friday morning to wish her a happy retirement.
TRUSTEES' ACTIONS REPORTED

The Board of Trustees of The California State University and Colleges took the following actions at its meeting Wednesday (May 26):

- Elected William O. Weissich as Chairman of the Board and Roy T. Brophy as Vice Chairman for 1976-77. Mr. Weissich served as Vice Chairman during 1975-76.
- Named Robert A. Horby and Mrs. Winifred H. Lancaster as Trustee representatives to the California Postsecondary Education Commission for 1976-77.
- Nominated Dr. David H. Kistner, Professor of Biological Sciences at CSU, Chico, and Dr. Willis E. McNelly, Professor of English at CSU, Fullerton, as the Trustees' Outstanding Professors.
- Approved the following Student Services Fee schedule beginning in fall 1976:

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<tr>
<th>Units</th>
<th>Per Quarter</th>
<th>Per Semester</th>
<th>Academic Year</th>
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<tr>
<td>0 to 6.0</td>
<td>$38</td>
<td>$57</td>
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<td>6.1 or more</td>
<td>48</td>
<td>72</td>
<td>144</td>
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- Endorsed the concept of a systemwide writing proficiency/diagnostic examination for entering lower division students to be initiated no sooner than September 1977, and recommended to the Chancellor that remediation programs directed to the improvement of student writing skills be authorized with workload credit permitted for faculty although not necessarily for graduation credit for students. Also endorsed the principle that all students entering the CSU after the implementation date of the proficiency/diagnostic examination be required to demonstrate their writing competency as a requirement for graduation.
- Resolved that regular instructional programs may be offered at off-campus locations, provided that all rules concerning student eligibility to enroll, resource utilization and standards continue to be met and provided that such offerings be limited to those for which there is adequate budgetary support. Also resolved that the Chancellor shall establish procedures for off-campus instruction.
- Amended the 1976-77 state-funded Capital Outlay Program (Revised) to delete working drawing funds for Priority 38, a Library at San Jose State University ($280,000), and Priority 39, a Faculty Office Building at California Polytechnic State University, San Luis Obispo ($83,000).
- Supported the selection of an alumni member of the Board of Trustees chosen by the Statewide Alumni Council, which may solicit from each alumni association on the 19 campuses the name of one candidate and then select the person to serve by majority vote, provided that the alumni member not be an employee of the CSUC and that the term be restricted to two years.

OFF-CAMPUS POSITION VACANCIES

Information on the administrative position vacancies listed below can be obtained from the Placement Office, Adm., 213, ext. 2501:

The University of Alabama, Alabama - Dean of the New College. Candidates for the position should possess a strong academic background and commitment to educational innovation and scholarly excellence including an earned doctoral degree. Evidence of success as an academic administrator is also required. Deadline for applications: August 1.

Long Beach Community College District, Long Beach City College, CA - Dean, Occupational Preparation. ($25,426-$34,234) Under the direction of the Vice President of Academic Affairs the Dean of Occupational Preparation will be responsible for the development and effectiveness of all programs in Occupational Preparation. He provides coordination and leadership for division chairmen and faculty in the four vocational divisions. The position is critical to the success of the college and provides opportunities to affect the direction of the college. Application deadline: June 25.
CAL POLY REPORT AND DATELINE SUMMER SCHEDULE

The schedule outlined below will be used for summer publications for *Cal Poly Report* and *Dateline*. This schedule provides for alternate week issuing of the two publications during the summer with regular weekly publication resuming the first week of classes in the fall.

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<td>Sep. 16 - &quot;</td>
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NEW EMPLOYEES, TRANSFERS AND PROMOTIONS

Donald L. Shelton (Director of Personnel Relations) announces the following appointments to new positions, lateral transfers and promotions in the support staff personnel for May, 1976. A hearty welcome is extended to the new members of the Cal Poly staff and congratulations to those that have been promoted!

**NEW EMPLOYEES:**

Dunham, Samuel B.  
McQuarrie, Donna M.  
Wilson, Gregory

**Computer Operator**  
**Clerical Assistant**  
**Clerical Assistant**

**Computer Center**  
**Library**  
**Library**

**TRANSFERS:**

Adams, Pamela A.

**Clerical Assistant**

**Purchasing**

**PROMOTIONS:**

Ashley, Phil D.  
Ross, Carolyn S.  
York, Marilyn R.

**Equipment Technician**  
**Clerical Assistant**  
**Senior Account Clerk**

**Biological Sciences**  
**Admissions**  
**Accounting**
WHO ••• WHAT ••• WHEN ••• WHERE???

Bianca Rosenthal (Foreign Language) attended the spring conference of the American Association of Teachers of French on May 15, at Mount St. Mary's College in Los Angeles. The theme of the conference was "France salutes 200 years of friendship - France and the American Bicentennial."

Arthur H. Frietschke (English) is author of an extended review of David Lavender's best-selling Nothing Seemed Impossible: William C. Ralston and Early San Francisco in the May issue of Western American Literature.

Dominic B. Perello (Economics) has been awarded the 1975 Theodore Bass Memorial Teacher-In-Politics Award by the Political Involvement Committee of the California Teacher's Association. Perello was nominated by the California College and University Faculty Association, Cal Poly Chapter.

Barney R. Timone (Student Activities and Services) and Robert A. Mott (Men's Physical Education) tied with gross scores of 85 on the San Luis Obispo Country Club course Memorial Day to lead local contestants in the annual University Club Golf Spring Fling.

Nancy J. Lucas (English) delivered a paper at a conference in Los Angeles on May 22, concerning Cal Poly's participation in the Writing Adjunct Transfer Multi-campus Program, sponsored by the CSUC Chancellor's Office.

Robert V. Hudson (Head, Journalism) attended the annual awards banquet of the Western Publications Association in Los Angeles last week.

Morris Marden (Mathematics) was the banquet speaker at the annual Kappa Nu Epsilon banquet on May 22. The title of his talk was "A Bicentennial View of American Mathematics (Some Personal Reminiscence)."

Kenneth L. Haggard (Architecture and Environmental Design) was a participant in the Conference and Workshop on Passive Solar Heating and Cooling sponsored by the Environmental Research and Design Association (ERDA) held in Albuquerque, May 18-20.

J. Handel Evans (Architecture and Environmental Design) and George J. Hasslein (Dean, Architecture and Environmental Design) attended the two-day Seminar/Workshop with Buckminster Fuller in San Francisco May 21-23.

Walter E. Rice (Economics) presented two talks titled, "Marketing and Public Relations for Public Transit" and "Cost Structures of Public Transit Systems" for the Institute of Transportation Studies, University of California at a conference held in Monterey, May 17-18.

Laurence F. Talbott (Industrial Technology) attended the second meeting of the Plant Engineering Certification Board of the American Institute of Plant Engineers held in Philadelphia May 17. He reports that the Board certified the first 219 plant engineers in the United States and has to date received approximately five hundred applications since the program began the first of January this year. Other members of the Board are from Georgia, Illinois, New Mexico and Ohio.

John B. Wordeman (Head, Graphic Communications) addressed a seminar in Morro Bay being held by the Los Angeles Industrial Graphics Association on Friday (May 7), on the subject of "Cal Poly's Graphic Communications Department and the Inplant Printing Secto.
SUPPORT STAFF VACANCIES LISTED

Vacant support staff positions have been announced by Robert M. Negranti (Staff Personnel Officer). Description of the positions and other vacancies are posted outside the Personnel Office, Adm. 110, ext. 2236. Contact the Personnel Office to obtain an application. This university is subject to the requirements of Executive Order 11246 and is an Affirmative Action Employer. All interested persons are encouraged to apply. The positions are:

Student Affairs Trainee ($431-$475/month) (half time, temporary leave replacement for 8/1/76 through 7/30/77), Student Activities, Student Affairs Division. Duties & responsibilities include advising Outings Committee and Craft Center Committee; supervising ten student assistants; reporting to University Union Board of Governors. Requirements: Bachelor's degree, preferably in behavioral sciences or business administration. Leadership experience in sophisticated outings and outings instruction and practical experience in Craft Center management desirable. Position is 20 hours per week by arrangement. Closing date: June 10, 1976.

Clerical Assistant II-A ($603-$734/month), Government Documents Section of University Library, Academic Affairs Division. Duties & responsibilities include typing cards, checking in and filing of government publications and documents, and performing special projects as assigned. Requirements: high school graduate, one year of clerical experience, typing 45 wpm, and must have taken the General Clerical Test. Closing date: June 10, 1976.

Clerical Assistant II-A ($603-$734/month), Health Center, Student Affairs Division. Duties & responsibilities include telephone receptionist duties; making appointments for specialty clinics and general clerical duties. Requirements: high school graduate, one year of clerical experience, typing 45 wpm and must have taken the General Clerical Test. Telephone experience desirable. Closing date: June 10, 1976.

Custodian ($646-$786/month), Custodial Services, Business Affairs Division. Duties & responsibilities include sweeping, scrubbing, mopping, and polishing floors; cleaning classrooms, labs, shops, lavatories, blackboards, windows, venitian blinds; replacing lamps in light fixtures; safeguards building or equipment from unauthorized use; cooperates with faculty and students in moving furniture and equipment and in making minor repairs and adjustments in laboratories, classrooms, auditorium; and assists with special events. Requirements: one year of custodial experience, and completion of eighth grade. Hours: 10:30 p.m. to 7:00 a.m. Closing date: June 10, 1976.

BICENTENNIAL TIME-LINE

Richard Henry Lee submits a resolution to the Continental Congress: "Resolved, that these United Colonies are, and of right ought to be, free and independent States." In less than a month it is unanimously adopted. Congress appoints a committee to prepare a Declaration of Independence. Its members are John Adams, Benjamin Franklin, Thomas Jefferson, Roger Sherman, and Robert R. Livingston.

In California, Moraga receives a message from Rivera authorizing the establishment of a presidio and mission at San Francisco.

Typewritten copy intended for the next issue of Cal Poly Report must be received prior to 12 noon on Tuesday (June 8) in the Public Affairs Office, Adm. 210. Copy intended for Cal Poly Dateline is due in the Public Affairs Office by 12 noon on Wednesday (June 9).
CANDIDATES SOUGHT FOR FACULTY POSITIONS

Candidates for positions on the faculty of the university are presently being sought, according to Donald L. Shelton (Director, 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 the requirements of Executive Order 11246 and is an Affirmative Action Employer. All interested persons are encouraged to apply. Following are the descriptions of the available positions:

Lecturer ($2546-$3096/quarter), Computer Science & Statistics Department, School of Science & Mathematics. Part time, Summer Quarter only. Duties & responsibilities include teaching 9 units of lower division Statistics courses. Candidates must possess a 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 also be given to government and/or industrial experience involving applied statistics. This appointment is for Summer Quarter, 1976 only. Application deadline is June 10, 1976.

Lecturer ($769-$1376/quarter), Computer Science & Statistics Department, School of Science & Mathematics. Part-time, Summer Quarter only. Duties & responsibilities include teaching 3 units of an upper division course in PL/1 programming or 4 units of a lower division course in COBOL programming. Preference will be given to applicants with an M.S. in Computer Science who are qualified to teach an upper division course in PL/1. Consideration will also be given to applicants with a Bachelor's degree who are qualified to teach introductory COBOL programming. Experience in educational, governmental and/or industrial applications of computers will also be considered. Application deadline is June 10, 1976.

Lecturer ($11,544-$15,480/year, depending upon experience), Agricultural Management Department, School of Agriculture & Natural Resources Management. Duties include teaching farm records to two-year technical students. Experience in agriculture and training in accounting and farm accounting required. Master of Science desired. Position available for the 1976-77 academic year. Closing date: June 10, 1976.

VACANT FOUNDATION STAFF POSITIONS

The Foundation is accepting applications for the following open positions as announced by J. L. Fryer, Personnel Officer. Interested applicants may apply at the Foundation Personnel Office, University Union Bldg., #212; Ext. 1121. Cal Poly Foundation is subject to the requirements of Executive Order 11246 and is an Affirmative Action Employer. All interested persons are encouraged to apply.

Clerical Assistant II-B ($649-189/month). Foundation Personnel Office. Duties include taking dictation, typing, filing and assisting in the completing of personnel forms. Must have ability to produce grammatically correct correspondence. Requirements: High school graduate, one year of clerical experience, shorthand 90 wpm, typing 45 wpm. Applications will be accepted through June 15, 1976.

Clerical Assistant II-B ($324.50-$394.50/month, half-time position). Person to perform general clerical work for special program (subject to federal funding). Duties include receptionist, general typing, filing, act as recording secretary at project meetings, and other duties as required. Requires high school graduate experienced in general office work, typing 45 wpm, shorthand 90 wpm. Applications will be accepted through June 15, 1976.
For Programs Not Listed in Encouraging Notes. Each week, "Encouraging Notes" summarizes several funding programs which have deadlines in the near future. The selection of items for inclusion is a compromise between the need to be comprehensive and the desire to give enough pertinent information about each program so that you can judge for yourself whether you wish to pursue the matter further. Generally, we have opted for explanatory notes on selected programs rather than a seed catalog of a greater number of possibilities.

There are many more programs of support than we could list. If you have not seen one in "Encouraging Notes" suited to your interest, you are invited to come by the Office of Research Development (317 Administration Building) sometime to browse through the reference materials we have on hand. It is very likely that somewhere in the general catalogs to federal agencies and programs or in the individual guides to specific agencies you will find a program that comes close to your interests.

Watch next week for a special issue of Encouraging Notes that will attempt to list comprehensively the program deadlines most likely to occur in the fall.

Any suggestions about how Encouraging Notes could be improved will be welcomed.

* * *

US Department of HUD. A copy of GUIDELINES FOR SUBMITTING UNSOLICITED PROPOSALS to the US Department of Housing and Urban Development's Office of Policy Development and Research is available for review in Administration 317.

* * *

USOE - Upward Bound, Special Services and Talent Search Programs. Application deadlines to participate in the Office of Education's programs to decrease student drop-out rates and help disadvantaged youths complete college have been set. The three programs, all intended to help poor, culturally deprived, and physically handicapped students, will use a single deadline date of June 30, 1976. Applications sent by mail must be received by that date.

Program information and forms may be obtained from the Office of Education or from the Division of Student Support and Special Services Programs, Room 4662, 7th and D Streets, SW, Washington, DC, 20202.

* * *

ERDA. Volume I of ERDA 76-1, "A National Plan for Energy Research, Development, and Demonstration - Creating Energy Choices for the Future" is available for review in the Research Development Office, Administration 317. ERDA's proposed National Plan has been expanded in scope and depth of coverage and the basic goals and strategy are refined, but remain essentially intact. The Plan summarizes ERDA's current views on the energy technologies the Nation will need to achieve longer-term energy independence.

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<th>JULY</th>
<th>AUGUST</th>
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<td>1  PHS/National Institutes of Health</td>
<td>1  NEH</td>
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<td>1  National Endowment for the Arts (NEA)</td>
<td>1  Russell Sage Foundation</td>
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<td>1  National Endowment for the Humanities</td>
<td>1  American Philosophical Society</td>
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<td>(NEH)</td>
<td>1  The Hazen Foundation</td>
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<td>1  Fulbright-Hays Program</td>
<td>1  Latin American Teaching Fellowships</td>
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<td>15  Sophia &amp; William Casey Foundation</td>
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<td>15  Damon Runyon-Walter Winchell Cancer Fund</td>
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<td>15  Helen Hay Whitney Foundation</td>
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New applications for research
Visual Arts/Fellowships for Printmakers and Drawing
Education Program Grants
Advanced Research Grants and University Lecturing Appointments for all countries excepting those listed under June 1
Established Investigatorships and British-American Research Fellowships
Child Welfare Research & Demonstration
Museum Program/Conservation, Renovation, Museum Training
Work Experience Internship Program
Educational Development Grants
Research Grants
Research Grants/All Fields including the social sciences
Research & Programs in "Cultural Parity"
Positions available: pre and postdoctoral in natural & social science, engr, law and business administration
Public Programs: Program Development, Museums & Historical Organizations Program, Media Program
First Voter Self-Starter Challenge Grants
Fellowship Grants
Research Projects on Rheumatic Fever & Rheumatic Heart Diseases
Dear Members of the Cal Poly Community:

Our warmest thanks for your generous contribution of $4,500 to CARE's program of emergency relief and reconstruction in Guatemala. Your donation stands as a gesture of encouragement for a nation struggling to overcome the despair and destruction which followed in the earthquake's wake. I would like to present a brief summary here of CARE's efforts during this time of great human need, while also giving you some idea of the direction in which our reconstruction programs will be moving in future weeks.

The immediate concern in any disaster situation is the rescue and preservation of human life. In concrete terms, this means food, medicine and blankets. As soon as the earth settled in the early morning hours of February 4th, the CARE relief effort was underway. We had the good fortune to have about 9 million pounds of government surplus food stockpiled in warehouses throughout the country for use in our various feeding programs during the ensuing two weeks. But such supplies were useless unless we could get them to the people.

The Government of Guatemala had assigned the department of Chimaltenango, the most severely affected zone, to CARE to supervise. With a network of volunteers, government officials and CARE personnel organized, we were able, within four or five days to reach and feed 300,000 people daily. In many cases, road surveys had to be made first to determine whether or not a community was reachable by land. In one especially hard hit area, a CARE representative with several volunteers, had to cut a foot-path into a village so that supplies could be carried in. In the weeks that followed CARE has shipped in another 15 million pounds, along with thousands of cartons of baby foods, survival biscuits, carbohydrate supplements and soups. Additional supplies such as sugar, salt, yeast, coffee and lime were locally purchased, as were cooking and eating utensils. CARE-Honduras donated machetes and corn mills, and the U.S. Government provided 40 surplus army field kitchen stoves for use in community and institutional centers.

Thousands of Guatemalans were seriously injured in the earthquake and thousands more were threatened by communicable diseases, such as dysentery and typhoid, that could have spread so quickly through impure water supplies and unsanitary conditions had it not been for the Government's and CARE's quick action. Thus far, almost $100,000 worth of drugs and medical supplies have been distributed, including penicillin, antibiotics, fracture kits, surgical gloves and civil defense kits. Volunteer-donated vehicles were pressed into service as ambulances in the early days, until U.S. helicopters became available. The U.S. Army further assisted by air-lifting in a complete 100-bed mobile hospital.
equipped to handle all emergency cases. CARE provided food for each patient. Blankets were flown in from CARE-Honduras and donated by Panamanian ladies' clubs and local Guatemala citizens. We have so far distributed over 20,000 blankets, much needed in a country where highlands region temperatures often drop to near freezing at night.

It is vitally important to initiate reconstruction programs as soon as the immediate crisis has passed. Disaster, and the resulting effects of destruction and loss of a former way of life, often immobilize entire populations. CARE quickly saw the need for firm action that would enable the Guatemalans to begin rebuilding their country. Within a week after the earthquake, CARE had organized a Food-for-Work program that provided food supplies in exchange for work at clean-up projects. The program has since been expanded to include road-building and housing construction, and various other public-work projects. Innumerable roads had been blocked and bridges destroyed, preventing the movement of grains and vegetables from farm to market. The traditional Guatemalan house, constructed of mud adobe and heavy clay tiles, crumbled quickly and, in many cases, fatally, on to the sleeping inhabitants. Water systems were torn apart often, leaving villages without enough water to even wash down their dry biscuits. At this moment, 25,000 families are engaged in rebuilding their homes, while another 1,000 are involved in public-works projects. To speed this reconstruction process, CARE is providing large quantities of hand tools such as wheelbarrows, picks, shovels, hammers, saws, and corrugated galvanized zinc roofing panels. A CARE-owned bulldozer is being used to clear roads and level land. So far, 81 water systems have been rebuilt, with a total of 141,675 persons benefiting from this endeavor.

In the months that follow, CARE activity will zero in on the construction of 26,000 "core" homes and approximately 150 water systems. Over 20% of the Guatemalan people are currently without shelter, and thousands must make do with inadequate and unsafe water supplies. Time is the crucial factor here. Minimal shelter and adequate living conditions must be achieved before thought can be given to the rehabilitation of the farm-to-market network or the restoration of the communication system and social services. CARE has committed over 7 million dollars to the relief and rehabilitation of this nation. The Guatemalan people have begun a task that will undoubtedly take years to complete. Your contribution has become a significant part of this struggle. In concrete terms it might be conceived as equaling either approximately 1,800 blankets, 1,500 shovels, 850 cooking pots and 2,000 plates or finally materials sufficient to construct 40 emergency houses. Our warmest thanks.

Sincerely,

William Salas
Director
CARE-Guatemala