meetings held to reaffirm commitment

AFFIRMATIVE ACTION at CAL POLY

An extensive schedule of campus meetings with those who are in a position to recommend the hiring of employees has been announced by President Robert E. Kennedy. The meetings are the first phase in implementation of the university's Affirmative Action Plan as approved by the United States Department of Health, Education, and Welfare on Nov. 29. The HEW-approved plan is an extension of the university's Affirmative Action program originally established in Feb. 1972 and revised in July 1973.

Dr. Kennedy said that among support staff the plan calls for appointment of an additional 12 male minority members and 27 women between now and Sep. 1978. In the academic area the plan calls for an additional 19 male minority members and 31 women to be employed during a three-year period ending Sep. 1979. President Kennedy began last week a series of meetings with campus officials to discuss implementation of the Affirmative Action Plan on a department-by-department basis. He met first with the deans of the seven instructional schools and the associate dean of the Division of Social Sciences.

During Jan. and Feb., eleven other meetings are scheduled on implementation of the Affirmative Action program. In addition, two meetings have been set for the Affirmative Action Compliance Committee on the campus for implementation of the Affirmative Action Plan. Subsequently open hearings on the plan are scheduled to begin at 10 am in the University Union on Feb. 16 and again on Feb. 17. Those interested in appearing before the Affirmative Action Compliance Committee on these dates should contact David Grant (Associate Dean, Academic Planning) the committee chairman in Adm. 309, Ext. 2051.

Dr. Kennedy pointed out that the support staff goals for Cal Poly were developed by broad functional occupational categories according to definitions established by the Department of Health, Education, and Welfare. He also noted that the goals for faculty personnel are based on an availability study conducted at the University of Colorado and approved for use by HEW. The University of Colorado criteria are being used nationwide in higher education by HEW to establish standards for evaluation of an action in affirmative action programs.

President Kennedy said, "We are going to monitor recruitment procedures and appointment and retention processes on a continuing basis to insure compliance with our Affirmative Action Plan." He said the meetings are intended to ensure that everyone understands the application of the plan at all levels of the university and that the Affirmative Action program must receive immediate attention. "It is the responsibility of each and every person on this campus who has a role in personnel considerations to assure that a good faith effort is made to reach these goals in accordance with the timetables established in the Affirmative Action Plan."

(continued on page 2)
VOICES WILL BE RAISED IN GLEE

The Capitol University Men's Glee Club from Columbus, Ohio, will join in the Men's and Women's Glee Clubs from Cal Poly for a campus concert at 8:15 pm on Friday (Jan. 21) in the Cal Poly Theatre. Also featured during the evening will be the "world famous" Majors and Minors, the Women's Sextet, the Collegiate Quartet, and a special madrigal group. General admission tickets priced at $1.50 for adults and 75 cents for students, are being sold at University Union ticket office.

The Capitol University Men's Glee Club will open the performance under the direction of Avon Gillespie. He will lead his group in "Exsultate Deo" by Scarlatti; "Il Padre Nuestro," a California Mission Song; "How Lovely is Thy Dwelling Place" from Brahms' Requiem; and "Rise, Shine," a spiritual. Gillespie will also lead the three combined glee clubs in a spiritual for the finale.

Programmed for the Cal Poly Women's Glee Club are three carols from "Ceremony of Carols" by Britten, "Twenty-Third Psalm" by Schubert, three excerpts from "Peasant Cantata" by J.S. Bach, "The Skylark's Song" by Mendelssohn, and "Linden Lea" by Vaughan-Williams. The Cal Poly Men's Glee Club will perform "Russian Picnic" by Harvey Enders; "Lift a Glass to Friendship," a Polish folk song; Entrance and March of the Peers from "Iolanthe" by Gilbert and Sullivan; "Drinking Song" by Vaughan-Williams; and "Hippopotamus Song" by Flanders and Swann.

Rounding out the program for Friday evening's concert will be three smaller ensembles from the two Cal Poly glee clubs. The "world famous" Majors and Minors will provide barbershop selections, the Women's Sextette will perform popular selections by Kurt Weill and the Carpenters, and the Collegiate Quartet will sing songs by Kris Kristofferson and the Hollies.

AFFIRMATIVE ACTION... (continued from page 1)

All Cal Poly recruitment announcements carry the statement: "The university is subject to the requirements of Executive Order 11246 and is an Affirmative Action and Title IX Employer. All interested persons are encouraged to apply." Dr. Kennedy noted that every appointment action taken during the period of the Affirmative Action Plan will be reviewed by one of Cal Poly's three top officials who report directly to him: Dale W. Andrews (Executive Vice President), Hazel J. Jones (Vice President for Academic Affairs), and Everett M. Chandler (Dean of Students). They in turn will report to him on a quarterly basis regarding progress made in implementing the Affirmative Action Plan in their respective areas.

Dr. Kennedy said filling 39 staff positions with male minority members and females during a two-year period is considered a realistic first phase toward implementation of the university's Affirmative Action Plan. "It's important that we recognize the need for a continuous commitment to Affirmative Action," Dr. Kennedy said. "We not only need to carry out the system-wide policy of The California State University and Colleges, but also to do so at a time when we are most able to comply because we do, in fact, have vacancies for which we are able to recruit. A point being made in the campus meetings on Affirmative Action is that the process is not limited to recruitment of employees. It should permeate every personnel action, including reappointment, promotion, granting of tenure, and opportunities for personal and professional growth."
NEW LAWS WILL AFFECT POLY PERSONNEL

Several pieces of new legislation, effective Jan. 1, which will be of particular interest to Cal Poly personnel, are described below. Copies of the complete legislative bills can be seen in the Personnel Office and the Public Affairs Office.

1. AB 3373 (Campbell) includes campus firefighters in the state safety membership category. This bill will be effective when the federal agency authorizes inclusion of such members within the definition of "firemen".

2. SB 1588 (Roberti) permits all CSUC employees to inspect records which pertain to them.

3. SB 1615 (Rodda) codifies the current Title 5 administrative regulations governing layoff procedures.

4. AB 3015 (Lockyer) grants CSUC permanent female employees a leave of absence without pay for purposes of pregnancy, childbirth, and recovery for a period of up to one year.

5. AB 467 (Berman) increases the minimum weekly temporary disability benefits under Workers' Compensation to $154. Certain death benefits are also increased.

PUPPET SHOWS FOR CHILDREN

Free puppet shows for children are being planned for the morning and afternoon of Wednesday (Jan. 26) at Cal Poly. Being presented by students of Michael Malkin's (Speech Communication) children's drama class, the 90-minute performances will be at 9 am and 1 pm in Harold P. Davidson Music Center 212.

Additional performances are being planned between 9 am and 10 am and 1 pm and 2 pm on Friday (Jan. 28) also in Davidson Music Center 212. Dr. Malkin invited teachers or other qualified group leaders who are interested in bringing children's groups to the performances at Cal Poly to contact him by telephone at Ext. 2486 for reservations. Limited seating makes it necessary to limit admission to groups with reservations.

LIBRARY PLANS SLIDE PRESENTATION

The University Library is planning a slide presentation on the use of the Science Citation Index and the Social Sciences Citation Index. Techniques for effective literature searches using these indexes will be presented by Mr. Eugene Kapaloski of the Institute for Scientific Information on Thursday (Jan. 27) at the Cal Poly Theatre. Four presentations open to faculty members and students have been scheduled as follows:

- 10 am Social Sciences Citation Index
- 11 am Science Citation Index
- 2 pm Social Sciences Citation Index
- 3 pm Science Citation Index

For further information contact Eileen Pritchard concerning the Science Citation Index and Lane P. Page concerning the Social Sciences Citation Index in the Reference Section of the Library (Room 108), ext. 2340.
VICE CHANCELLOR NOMINATED FOR "WOMAN OF YEAR"

Marjorie Downing Wagner, Vice Chancellor, Faculty and Staff Affairs, the California State University and Colleges, has been nominated as a "Woman of the Year" in annual balloting conducted by Ladies' Home Journal. Dr. Wagner is the only West Coast nominee among 10 women in the nation chosen for consideration in the category of education. Balloting is open until Feb. 15 among readers of the magazine. Dr. Wagner was President of Sonoma State College from 1974 until her appointment to the Chancellor's office last fall. Previously she was Dean of the Faculty at Scripps College, Claremont.

BROWN APPOINTS BEHMAN TO POST

Sara A. Behman, who is currently on leave from the Cal Poly faculty, has been appointed by Governor Edmund G. Brown, Jr. to chief of labor statistics and research in the Department of Industrial Relations. Dr. Behman, currently deputy director and acting chief, replaces Margaret O'Grady, who retired. Dr. Behman requested an additional year extension of her current leave of absence, which was granted by President Robert E. Kennedy.

WILVERT APPOINTED TO COMMITTEE

President Robert E. Kennedy has announced the appointment of Calvin H. Wilvert of Social Sciences to the university Affirmative Action Compliance Committee. The appointment was based on the nomination of Wilvert by Warren W. DeLey (Associate Dean, Division of Social Sciences) and completes full representation on the committee.

MARY LEE GREEN RETIREMENT RECEPTION

Mary Lee Green (El Corral Bookstore Manager) will be the guest of honor at a retirement coffee and cake reception in the Staff Dining Room from 2 pm to 4 pm on Thursday (Jan. 27). All faculty, staff and emeriti of the university, Foundation, and ASI are invited.

CSEA'S ANNUAL DINNER DANCE

The California State Employees' Association will hold its annual dinner-dance on Saturday (Feb. 5) from 7:30 pm to 1:30 am. The cost is $5 per person and will be held at the Redwood Manor (Log Cabin) on South Broad Street. Those members selling tickets are: Doris Bodine (Foundation Food Services) Ext. 1175; Jackie Burns (EI/EE) Ext. 2781; Douglas Donaldson (Biological Sciences) Ext. 2725; David Focht (Ornamental Horticulture) Ext. 2994; George Gowgani (Crop Science) Ext. 2269; Evelyn Hawkins (Crop Science) Ext. 1237; Joyce Kombrink (Women's Physical Education) Ext. 2516; Charlie Mendenhall (Public Affairs) Ext. 2507 or 2576; Gerald Reynolds (Financial Aides) Ext. 2927; Linda Rinaldi (Personnel) Ext. 2236; Joan Stadt (Library) Ext. 2345; Val Steinman (Accounting) Ext. 1186; or Barbara Weber (Home Economics) Ext. 2229. The theme of this year's dinner-dance is "The Fabulous 50's" so all may come dressed in the style of that decade. Tickets will not be sold at the door.

UNIVERSITY CLUB SEEKS MEMBERSHIP

It is still not too late to join the University Club. Program cards have been mailed and there are many fine programs scheduled for this quarter. Those who have received a letter and card should please return either the card or $5.00 for membership to Val Myers (Health Center). Those who have not received a letter and card, but would like to join, can contact Val at Ext. 1211 for further information.
WHO...WHAT...WHEN...WHERE??

Evelyn I. Pellaton (Associate Athletic Director, Women) and Mary Lou White (Head, Women's Physical Education) attended the fourth annual delegate assembly of the Association of Intercollegiate Athletics for Women held Jan. 2-6 in Memphis. The agenda included such topics as recruiting, financial aid, TV rights, and eligibility requirements for women in intercollegiate athletics.

Jon M. Ericson (Dean, Communicative Arts and Humanities) attended the National Speech Communication Association convention in San Francisco, Dec. 17-30.

Richard F. Nelson (Head, Biological Sciences), David H. Montgomery, Alvin A. DeJong, Dirk R. Walters, Malcolm G. McLeod, Ochong Okelo, Fred L. Clogston, V. L. Holland, Raul J. Cano, and Mark Kubinski (all Biological Sciences) attended the annual meeting of the Western Society of Naturalists held at California State University, Fullerton, Dec. 27-30. Montgomery was re-elected as secretary, a position he has held since 1966. Kubinski presented a contributed paper, and Holland served on the Best Paper Award Committee.

Lloyd H. Lamouria and Rollin D. Strohman (both Agricultural Engineering) attended the winter meeting of the American Society of Agricultural Engineers in Chicago, Dec. 14-17. Strohman participated in a Finite Element Workshop and Lamouria serves as co-chairman of the Aquacultural Engineering Committee.

David L. Englund (Head, Child Development) hosted a meeting of the statewide Liaison Committee for Early Childhood Education of the Articulation Conference at Morro Bay on Jan. 13 and 14.

Laurence H. Carr (Mechanical Engineering) recently received an award from the Northern California Solar Energy Association for the successful completion of a solar energy project. In 1972 Carr designed and built a system for solar heating his 25-year-old house, and in 1973 he added a solar heating system for the domestic hot water. Each installation supplies about 75 percent of the total energy needs and the savings have now essentially paid for the materials used in building the systems.

DISTRIBUTION OF W-2 FORMS ANNOUNCED

Statement of Earnings (Form W-2) for State staff and faculty are being processed and will be mailed to departments Monday (Jan. 24). W-2's for students on the State payroll will be available from Jan. 24 through Jan 31, in the Payroll Services Office, Adm. 109. W-2's for students on the Foundation payroll are available now at the Foundation Cashiers window, University Union 212. W-2's for students on the ASI payroll have been mailed to them. Statements (Form W-2) which have not been picked up by noon on Monday (Jan. 31) will be mailed.

JPL ENGINEER WILL TELL OF VIKING PROBES

Ron Frank, engineering and systems coordinator of the Jet Propulsion Laboratory in Pasadena, will speak at Cal Poly at 7:30 pm on Thursday (Jan. 20). Frank's illustrated talk on "Engineering on the Viking Missions to Mars" will be presented in Chumash Auditorium. Admission will be free and the public is invited to attend. Frank will also discuss the past and present achievements of America's space projects and the fly-by mission from Saturn to Jupiter which is in the works.
SUPPORT 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. Applications shall be on official forms. Contact the Personnel Office to obtain an application. The university is subject to the requirements of Executive Order 11246 and is an Affirmative Action and Title IX Employer. All interested persons are encouraged to apply. The positions are:

Clerical Assistant II-B, ($719 - $859/month), Health Center, Student Affairs. Temporary full-time position commencing on February 1, 1977 thru June 30, 1977. Duties: Transcribing medical and correspondence dictations, manuscript typing for lectures and health education and general office duties as required. Requirements: high school graduate, must type 45 wpm, ability to transcribe from dictating equipment and must have taken the General Clerical Test. Familiarity with anatomy and medical terminology is also required. Closing date: 1/27/77

Clerical Assistant II-B, ($719 - $859/month), School of Business. Duties: typing of exams, course outlines, reports, operating office machines and any other University-related work as required. Requirements: high school graduate, must type 45 wpm, take shorthand 90 wpm, at least one year clerical experience and must have taken the General Clerical Test. Closing date: 1/27/77

Clerical Assistant III-A, ($804 - $962/month), Admissions and Records, Student Affairs. Full-time position available March 1, 1977. Duties: Processing all applications for admission to a School/Division of the University; calculating admissions eligibility after applicant file is complete and preparing required data processing coding information documents. Requirements: high school graduate, must type 45 wpm, must have three years clerical experience with one year experience in University Admissions Processing and must have taken the General Clerical Test. Closing date: 1/27/77

CANDIDATES FOR FACULTY POSITIONS BEING SOUGHT

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 and Title IX Employer. All interested persons are encouraged to apply. Following is a description of the available positions:

Lecturer, ($3,016 - $3,626/quarter, 2/3 time), School of Agriculture and Natural Resources. Duties and responsibilities include teaching in areas of agricultural mechanics and surveying. A minimum of a BS Degree in Agricultural Engineering or Mechanized Agriculture is required with practical experience in surveying and shop work. Appointment level will depend upon experience and qualifications. Position available for Spring Quarter only (March 25-June 11, 1977). Closing date: 2/20/77

Lecturer, ($4,524 - $5,440/quarter), Division of Social Sciences. One full-time position for the Spring Quarter, 1977. Duties and responsibilities consist of teaching three sections of Introductory Sociology and an upper division course to be determined. Ph.D. preferred. Closing date: 2/18/77

Typewritten copy intended for the next issue of Cal Poly Report must be received prior to 12 noon on Tuesday (Jan. 25) in the Public Affairs Office, Adm. 125. Copy intended for Cal Poly Dateline is due in the Public Affairs Office by 12 noon on Wednesday (Jan. 26).
January 20, 1977

HOW TO PROTECT YOUR INVENTION. Dr. James E. Hawes, Patent Attorney, Engineer, and Attorney at Law, has been invited by Dr. Hendel, Professor of Aeronautical Engineering, to speak on "How to Protect your Invention." Dr. Hawes is highly qualified to speak on this subject, as he was previously a patent examiner in the U. S. Patent Office, Washington, DC, and also has an MBA degree.

The speech will take place in the Aero Hangar on Tuesday, February 8, at 3:10 p.m., during the regular seminar of the Aeronautical Engineering Department. Interested faculty, staff and students are invited.

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USOE - FOREIGN LANGUAGE AND AREA STUDIES RESEARCH PROGRAM. Awards are made for studies and surveys to determine the need for increased or improved instruction in modern foreign languages and related fields, to conduct research on training methods for use in such languages and fields, and to develop specialized materials for use in training students and language teachers. DEADLINE: February 10, 1977.

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WATER RESOURCES - TECHNOLOGY TRANSFER. The Office of Water Resources and Technology has earmarked approximately $600,000 during FY 1978 to fund conferences, seminars, and publications dealing with the problems of Water Resources Technology Transfer. It is anticipated that a deadline in April will be set for proposal review. For further information and guidelines contact: Mr. John Dyer, Assistant Director for Technology Transfer, Contracts and Grants Management Division, Office of Water Resources and Technology, U. S. Department of the Interior, Washington, DC, 20240.

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NEH - EDUCATION PROJECT GRANTS. The National Endowment for the Humanities has set April 1 as the next deadline for Education Program Project Grant applications. The purpose of this program is to encourage the development and testing of imaginative approaches to education in the humanities by supporting demonstration projects which (a) address a particular topic in humanities education (b) promise to have widespread impact in many educational institutions, and (c) can be completed within a specified period of time.

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UPCOMING NATIONAL SCIENCE FOUNDATION DEADLINES

3/1/77 Pre-College Teacher Development in Science Program. Continuing education for elementary and secondary school science teachers. Four-year universities are eligible grantees. (SE 77-27)

3/1/77 Earth Sciences Proposals in Geochemistry, Geology, and Geophysics

3/4/77 Ecological Science Proposals

3/4/77 Population Biology and Physiological Ecology

3/4/77 Systematic Biology Proposals

3/15/77 Scientific and Technical Manpower Forecasting Activities (76-12)

3/18/77 Improved Dissemination of Scientific and Technical Information. To support allied research in the field of improved dissemination and use of scientific and technical information. Research proposals must be addressed to one of our categories: (1) innovations in engineering publications, (2) information and the effectiveness of scientific and engineering activities, (3) communication among interdisciplinary applied researchers, and (4) economics of information.

Doctoral Dissertation Research. NSF grants are awarded in support of doctoral dissertation research expenses in the following sciences: atmospheric, earth, ocean, environmental biology, behavioral, neural, and social.

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NEH - PUBLIC PROGRAMS. The National Endowment for the Humanities has set March 4 as the next deadline for applications to the various areas within its Division of Public Programs. In general, the Division will support projects to make the humanities available to adult nonstudents by means of the following mechanisms:

(1) Museums and Historical Organizations Program. Support is provided to: (a) exhibitions; (b) interpretive programs; (c) personnel development.

(2) Media Program. Support is provided to film, television and radio production.

(3) Program Development. A limited number of experimental grants to test new ways of making the humanities increasingly available to the adult public within the areas of: (a) public libraries; (b) national organizations; (c) previously undeveloped program models.

For further information and application materials contact the appropriate Program, cited above, Division of Public Programs, NEH, 806 - 15th Street, NW, Washington, DC, 20506. (202) 382-1111.

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ASSOCIATION OF GOVERNING BOARD OF UNIVERSITIES AND COLLEGES - GRANTS FOR RESEARCH. The purpose of this program is to stimulate research which will contribute toward improving the policies and practices of lay governance boards in the U. S. higher education, including governing, coordinating and advisory boards. For further information, contact: AGB Studies Program, Association of Governing Boards of Universities and Colleges, One Dupont Circle, Suite 720, Washington, DC, 20036. NO DEADLINE.

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NATIONAL INSTITUTE OF EDUCATION. A new open grant program at NIE to support "studies of how elementary and secondary schools carry out essential tasks" has been developed. There is an open deadline.

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