

cal poly report



CALIFORNIA POLYTECHNIC STATE UNIVERSITY
SAN LUIS OBISPO, CALIFORNIA 93407

Volume 29, Number 7

September 16, 1977

WELCOME

More than 1,500 members of the faculty and staff at Cal Poly will gather on Monday (Sep. 19) for opening sessions of the 1977 Fall Conference. Scheduled during the week-long program, which annually opens the Fall Quarter for employees of Cal Poly, are a keynote address by Roy T. Brophy, chairman of the Trustees of the California State University and Colleges, and other activities planned to help familiarize both new and returning employees with the university and its goals. A general session planned for Monday (Sep. 19) morning in Chumash Auditorium will be the conference highlight.

Planned in addition to the talk by Brophy are welcoming remarks by Cal Poly's president, Dr. Robert E. Kennedy; comments by CSUC Chancellor Glenn S. Dumke; Dr. Thomas E. Hale, chairman of the university's Academic Senate; Dodie Imel, vice chairwoman of the university's Staff Senate; and Paul Curtis, president of the Associated Students, Inc. Also included in the general session will be special recognition for the university's distinguished teachers for 1977, newly named emeritus members of the faculty and staff, and employees with 25 years of service. A no-host luncheon will follow the general sessions, and meeting of faculty and staff of the various academic schools and divisions are planned during the afternoon.

New to the Fall Conference schedule this year is a series of sessions presented by the Academic Senate in an effort to help faculty members improve their effectiveness as teachers. They are planned for Monday (Sep. 19) afternoon and again on Tuesday (Sep. 20) morning and afternoon. Other activities scheduled during the week include meetings of the university's various instructional departments, a special meeting for new employees, familiarization with the services and facilities of the University Library, and a reception for new employees and their spouses hosted by President and Mrs. Kennedy.



1977 Fall Conference
September 19-25



CHANGES DUE IN HEALTH CENTER

At the July meeting of The California State University and Colleges Board of Trustees, a revised policy on Student Health Services was adopted. The specific purposes of the new policy, which resulted from consultation with campus presidents, deans of students, health center directors, business managers, the Student Presidents Association and the Trustee's audit staff, are to:

1. Define the basic health services which shall be available (mandatory) on each campus. These services are supported entirely by the student service fee.
2. Define those services, referred to as Augmented Services, which may be provided on each campus (optional) depending upon local student needs and the capabilities of the staff and facilities.
3. Develop a method of funding so that augmented services are provided by one or more of the following means:
 - a. at no additional cost to students without diluting basic services;
 - b. by a fee charged to the student whom the specific service is rendered; or
 - c. by the student body organization.
5. Establish a policy for serving students between academic terms and for treating regular, continuing students, summer session students, and campus workshop or institute participants during the summer.
6. Specify the conditions under which campus employees may receive health care.

The new policy divides authorized services into two categories, basic and augmented. The main objective of basic services is to provide outpatient medical services for care of acute and subacute conditions, illnesses, and injuries rather than comprehensive medical care for major problems. All students are entitled to Basic Services; payment for these services is included in registration fees. Outpatient care is offered at the Cal Poly Health Center Monday through Friday, 8 am to 5 pm and includes:

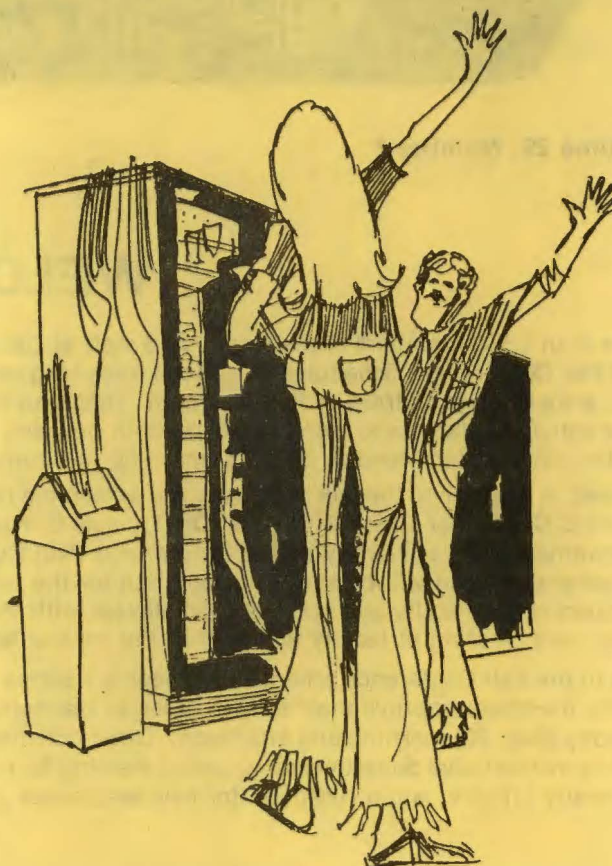
Physician and Nursing Service
Routine Laboratory Tests
Routine X-rays
Emergency first aid to all persons while on campus

Augmented services are those health services which are elective in nature and not required for the care and treatment of acute illnesses and injuries. Cal Poly provides expanded (augmented) services through a prepayment plan; \$45 per academic year (fall, winter, and spring quarters) or \$18 per quarter. Students enrolling in this plan are issued a health card. Expanded services are also available on a fee-for-service basis. Trustee authorized expanded services at Cal Poly Health Center include:

After-hours Health Center Emergency Care
Campus Infirmary
Specialty Clinics, including the La Femme Clinic and the Oral Health Clinic
Elective Physical Examinations

In the past, the Cal Poly Foundation has acted as fiscal mediator for all of the augmented services provided by the Health Center. In accordance with the new Trustee Policy, funding for all of these functions will now be deposited in a California State University and College Trust Fund.

The Board of Trustees have stated that, since student health services and facilities are funded to serve students and are supported by student fees, it seems inappropriate to expand the scope of these services to include the general health needs of employees. The Cal Poly Health Center will continue its long standing policy, in line with Trustee policy, of providing first aid and emergency care to any person on campus (faculty, staff, visitor, etc.) and then refer the patient to a private physician.



NEW STUDENTS GET WOWed

Twenty-seven hundred new students and many of their parents are expected to take part in the "Week of Welcome" (WOW) program at Cal Poly. This year the program will consist of tours of the Cal Poly campus, student visits with faculty and staff in their homes, dinners and brunches, and educationally related activities designed to help make the transition into college life more attractive and easy. Among the activities planned on Sunday (Sep. 18) are a program on Cal Poly, a campus tour, a reception with deans and administrators in Crandall Gym, a reception at the home of President and Mrs. Robert E. Kennedy, and a campus rally and a coffee house under the stars.

Monday (Sep. 19) will see the new students and their 200 counselors in downtown San Luis Obispo for SLO Day, an activity designed to acquaint new students with the area, the layout of the town, and shopping opportunities. Students will also be invited to visit with key faculty, department heads, and administrative staff in their homes for a welcome and reception. The Week of Welcome is a joint effort of the Activities Planning Center and the WOW Committee of the Associated Students, Inc.

NEW PARKING PROGRAM BEGINS



James R. Landreth (Director of Business Affairs) reminds all faculty, staff, and students of the new designated zone parking program being implemented with the Fall Quarter. All parking lots have been re-signed to reflect designated parking zones G, C, H, R, and O, according to the three major campus entries. Lots C-1 through -8 will comprise the California Boulevard zone; Lots G-1 through -4 will comprise the Grand Avenue zone; and Lots H-1 through -12 will constitute the Highland Drive zone. The two R zones will be limited to permits for residence hall parking.

In addition, all permits will be valid in overflow areas, Lots 0-1 through -3. All permits will also be valid in outlying campus areas such as Agriculture units. The zone system does not involve changes in visitor, metered, and handicapped parking which now exist, and will not change the present proportions of staff to student space allocation. The chief effect of the change will be to minimize cross-campus traffic and intercampus parking shifts during the class day, Landreth said. Another result is to provide more commuter parking spaces by specific designation of residence hall parking.

Limited time zones, 20 minutes each, have been reviewed in terms of location to building and groups of buildings, and six additional spaces have been added. All zone permits will be valid in limited time zones to facilitate pickup and delivery of equipment, projects, models, papers, etc. Daily permit dispensers including date and time elements have been installed in parking lots 0-2 and 0-3.

An additional change is that all staff spaces formerly painted blue (now the statewide color for handicapped parking) have been repainted brown with white lettering. Normal permit hours are Monday through Friday, 7 am through 6 pm. Extended hours will be applicable to parking lots C-8 by Chase Hall and H-11 by the Erhart Agriculture Building, which have hours extended to 8 pm to facilitate parking by faculty members returning to the campus for evening classes.

MATH DEPARTMENT GETS NSF GRANT

The National Science Foundation has granted \$12,251 to Cal Poly for a project titled Academic Year Pre-College Teacher Development Project in Mathematics. Fifty teachers from elementary schools in the Central Coast area will be selected to participate in the project during winter and spring quarters of the 1977-78 academic year.

The project is designed to improve elementary teachers' knowledge and skill of mathematics and mathematics education. They will take part in a series of evening lecture-discussion meetings and small-group after school workshops aimed at upgrading their knowledge of mathematics and help them apply it through individual classroom projects.

Participating teachers will receive five quarter units of university credit for the project. Alan W. Holtz (Mathematics) will head the project and will be assisted by Adelaide T. Harmon and Rex L. Hutton (Mathematics).

FACULTY BUILDING BIDS RECEIVED

Don Green Contractor, Inc., of Santa Barbara was the apparent low bidder when bids for construction of the new Faculty Office Building were opened on Thursday (Sep. 8) afternoon. The Green proposal for the Cal Poly project, which includes offices for 140 faculty members, was \$3,073,000. Other bids opened were from Bunnell Construction, San Luis Obispo, \$3,160,000; Nielson Nickels Company, Sacramento, \$3,190,000; and Tumblin Company, Bakersfield, \$3,500,000.

E. Douglas Gerard (Executive Dean) said contracts for construction of the new building are awaiting an analysis of the bids. He expects a contract to be issued in about 45 days and work to begin soon thereafter. Completion of the project is expected in mid-1979. Designs and plans for the 35,000-square-foot building were prepared by Reibsamen, Nickels and Rex Architects of Los Angeles. It will be located on a campus site west of the Clyde P. Fisher Science Hall and north of the Science North Building. Construction funds for the building are included in the current state budget.

ANNOUNCEMENT OF CAL POLY FOUNDATION BOARD MEETING

The Board of Directors of the California Polytechnic State University Foundation will hold a regular meeting on Thursday (Sep. 29) at 1:30 pm in Administration 409 on the Cal Poly campus. This is a public meeting. For further information about this meeting, or to obtain a copy of the meeting agenda, contact Al Amaral (Executive Director, Cal Poly Foundation) in University Union 212, or call Ext. 1131.

HEALTH SERVICE DIRECTOR RETIRES

Dr. Billy W. Mounts, who has been at Cal Poly since 1956 and director of the Student Health Center since 1963, has retired effective Sep. 1. He will return part-time as a student physician beginning Jan. 1978. During the interim period, while a new permanent director of the Student Health Center is sought, David Graham has been appointed acting director. Dr. R. Wayne Ball will continue as chief of medicine.

REMINDER OF LIBRARY INVENTORY CLOSING



All faculty and staff are reminded that the University Library will be closed from Friday (Sep. 2) through Sunday (Sep. 18) to inventory the entire library collection. No library services will be provided during this period. All materials held by faculty and staff should be returned prior to Thursday (Sep. 1) to facilitate the inventory and targeting the books for the detection system. Materials not returned will be considered lost and the borrower will be charged for the cost of replacement. Cooperation is urged in this tremendous one-time task. It is estimated there are 20 to 24 thousand books missing. This inventory will correct the card catalog as to actual holdings and thus benefit all users in the future.

CLASS/LAB MEETING INFORMATION

For the use of faculty members, in the planning of classes and laboratories, the following information with regard to class meetings in the 1977-78 academic year is provided:

	Summer Qtr'77	Fall Qtr'77	Winter Qtr'78	Spring Qtr'78
Begin year/quarter		3		
Registration	1	2	2	2
MWF days	(28)	(29)	(28)	(30)
TTh days	(20)	(20)	(20)	(20)
Total class days	48	49	48	50
Exams	4	4	4*	4
Quarter/year end				1*
Academic work days	53	58	54	57
Total = 222 (Fall-Winter-Spring = 169)				

*includes Saturdays as follows: March 13, 1978; June 10, 1978



WIVES' CLUB TO HOST ANNUAL FALL TEA

The annual Fall Tea of the Cal Poly Wives' club will be held in the Staff Dining Room on the afternoon of Saturday (Sep. 24) from 2 pm to 4 pm, with the theme: "A Time to Remember." Millie Bloom will reminisce with highlights from the long history of the club, while Mae Montgomery at the piano will provide other memories with romantic music from the past. Guests at the tea will be identified with ribbon badges of various colors denoting the number of years of membership in the club.

Co-chairwomen for the event are Ora Butzbach and Mae Montgomery with Norma Frey in charge of decorations. Members will have an opportunity to sign up for the various club sections which include Arts, Books, Bridge, Morning and Evening Gourmet, Home and Garden, Hospital Auxiliary, Newcomers, Sewing, Strollers, and Sports.

Prior to the tea the Newcomer Section will host a luncheon for all newcomers to the Cal Poly Wives' Club. Olive Vinande, Newcomer Chairwoman, said the luncheon will include a "make-your-own" salad bar and it will be held in the Assembly Room of the Methodist Church, 1515 Fredericks St., San Luis Obispo at noon.

FACULTY/STAFF PRE-REGISTRATION

Gerald N. Punches (Registrar) reminds all faculty and staff who plan to enroll for regular credit at Cal Poly for the 1977 Fall Quarter to bring their completed registration books to the Registrar's Office, Adm. 219, by Monday (Sep. 19) or earlier. Class cards and other registration materials must be picked up at the P.A. desk in the gym and fees paid before registration concludes on Sep. 23.

PLACEMENT CENTER AND CAREER DEVELOPMENT TO HOST OPEN HOUSE

The Placement Center and the Center for Career Development will host an Open House in the Lobby of the Administration Building for seniors, faculty, and staff on Wednesday (Sep. 28), from 5 pm to 7 pm to acquaint them with Placement Center and Career Development services.

Available for distribution will be: *The Career Opportunity Index-Fall 1977*; *The College Placement Annual for 1978*; *Job Hunter's Handbook*; resume information and interviewing materials; and a descriptive listing of Career Center materials and services. Refreshments will be served.

Placement Center personnel will be available to discuss on-campus recruiting procedures, the Interview Bulletin, sign-up procedures, and interview preparation, as well as answer other questions. Because the campus recruitment program begins the first week of October, we encourage seniors to take advantage of this opportunity to become acquainted with Placement Center services.

Placement Center personnel are available to talk to classes and groups on resume preparation, letters of application, interviewing techniques and the pursuit of employment. Faculty interested in placement presentations may visit the Placement Center, Adm. 213, or call Ext. 2501.

FACULTY/STAFF BOWLING LEAGUE FORMING

The faculty/staff bowling league will have its first meeting Wednesday (Sep. 28), in the University Union games area at noon. Persons interested in joining are invited to attend. For further information call Harvey Blatter, Ext. 1281.

Typewritten copy intended for the next issue of *Cal Poly Report* must be received prior to 12 noon on Monday (Sep. 26) 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 (Sep. 21).

NOTES FROM THE SUMMER PAGES OF

"CAL POLY REPORT"

BIO SCI GETS 2 NEW MAJORS

Two newly approved bachelor's degree programs in the biological sciences will be available to students at Cal Poly for the first time this fall. The new degree programs in microbiology, and in environmental and systemic biology are expansions of course concentrations that have been offered as part of Cal Poly's Bachelor of Science Degree curriculum in biological sciences for many years. The new programs will be offered by the Biological Sciences Department.

Designed to train persons who can identify, interpret, and analyze the various living organisms and their relationship with their environment, the new degree in environmental and systematic biology will be broadly based. Its graduates will be expected to make decisions in governmental and private industry positions dealing with agriculture, forestry, land use, wildlife, pest control, quarantine and customs, water resources, and public health. It will become the first such degree program in the CSUC system.

The new degree in microbiology is expected to prepare its graduates for traineeships in medical laboratory technology and public health microbiology, to enter graduate study in microbiology, or to pursue careers in industry, research, and governmental agencies. It will include options in microbiology and medical technology and use courses in environmental engineering, electronic and electrical engineering, food industries, physics, and chemistry to give its students a broader knowledge of their field.

HEP PROGRAM GRADUATES 87

Eighty-seven young men and women who have completed their study in the High School Equivalency Program (HEP) at Cal Poly since last September were recognized in ceremonies held recently. The federally funded program, which is operated by the Cal Poly Foundation under contract with the U.S. Department of Labor, is designed to assist youth from migrant and seasonal farm worker families in preparation for the General Educational Development (GED) Examination.

During their stay at the university, HEP participants attend classes in such fields as mathematics, science, grammar, literature, social studies, and career education. Antonio Garcia, director of the program, said it is one of 14 HEP operations across the nation. Its purpose is to prepare its graduates for jobs, job training, or college or university study.

NEW O H DEPARTMENT HEAD NAMED

Appointment of Ronald D. Regan as the new head of the Ornamental Horticulture Department at Cal Poly has been announced by President Robert E. Kennedy. Regan, an alumnus of Cal Poly, has been supervisor of agricultural and environmental education for the Los Angeles Unified School District for the past 13 years. He will assume his new duties on Sept. 1.

Howard C. Brown, (Dean, Agriculture and Natural Resources) said Regan will succeed Anthony J. Amato, who has been acting head of the department since last July. Amato became acting head of the department when Dr. Brown, who had been head of the department for many years, was named dean of the School of Agriculture and Natural Resources. Amato will return to a full-time teaching assignment in the department.

A native of the San Gabriel Valley area of Los Angeles, the new department head is a graduate of Monrovia-Arcadia-Duarte High School. He continued his education at Cal Poly, where he earned his bachelor's degree; Los Angeles State College, where he completed study for his master's degree; and University of Southern California, where he was involved in further graduate study.

Regan began his work with the Los Angeles city schools as an agriculture teacher at Venice High School in 1954. He also taught at Cleveland High School in Reseda and served as a consultant in agriculture education before becoming supervisor of the district's agricultural and environmental education programs in 1964. He also owns and operates a small wholesale nursery in the Los Angeles area, has written professional journal articles and instructional guides, and is a textbook reviewer for two publishing firms.



FUNDS FOR LIBRARY APPROVED BY GOVERNOR

Governor Edmund G. Brown, Jr. has approved construction projects for Cal Poly, totaling \$14.5 million -- over half of the \$24,247.00 amount approved for all 19 campuses of The California State University and Colleges system. Included in the 1977-78 state budget for construction are three Cal Poly projects -- \$11.5 million for a new campus library, \$2.7 million for a new faculty office building, and \$350,000 to equip the recently completed Architecture and Environmental Design Building.

The library building had been omitted from the budget which the governor submitted to the legislature in January. Since that time, Cal Poly faculty, students, and staff, led by President Robert E. Kennedy, carried on a successful effort to have both houses of the legislature include it in their versions of the state budget. In signing the budget, Governor Brown specifically mentioned that he recognized the high priority need for the Cal Poly library. Working drawings for the 205,000-square-foot library building have been completed and awaiting allocation of construction funds since 1971. The structure will be located on a site now occupied by a half-dozen wood barracks buildings and a mess hall used during World War II when Cal Poly had a naval flight preparatory school. These 36-year-old temporary structures have been used for years for faculty offices and laboratories for architecture students.

MORE NOTES FROM THE SUMMER PAGES OF CPR

SOLAR DRYER UNDER CONSTRUCTION

Arrival of two loads of prefabricated collectors at a site near Fresno has officially signaled the start of construction of one of the nation's first solar energy gathering systems for commercial food dehydration. The half-acre installation is being built by Cal Poly under a \$545,000 contract with the U.S. Energy Research and Development Administration (ERDA). It is the second phase of a development project begun in mid-1976 by a team of Cal Poly faculty members representing various disciplines.

Project Leader Edgar Carnegie (Agricultural Engineering) said the installation will be the nation's largest solar air heating system. It will use about a half an acre of solar collectors to gather the sun's energy to be stored in 12,500 cubic feet of rocks housed in a silo. The construction phase of the Cal Poly project is scheduled for completion next May. Crews at the site in Fresno have now begun installation of the collectors. The storage silo, ducts for moving the heated air, and associated subsystems, including instrumentation, will all follow.

Carnegie said the initial phase of the three-phase Cal Poly effort lasted nine months. Completed at a cost of \$268,889, it involved a thorough system analysis and design of a solar collection system to fit the site and operational requirements of the facility. Phase III of the project, tentatively scheduled to begin in June, 1978 and continue for 12 months, will involve a thorough evaluation of the solar collection and storage system in a commercial food drying operational season. That part of the Cal Poly effort has a projected price tag of \$250,000.

Carnegie said interest in the possibility of using solar energy for food dehydration has been accelerated since 1974 when the nation's food dryers were notified that natural gas will not be available for their use after 1979. Natural gas has been the primary source of heat utilized in processing the more than \$450 billion in dried fruit and vegetables that are processed each year in California.

STADIUM PLANS MOVE FORWARD

Approval of the schematic drawings by the Board of Trustees of The California State University and Colleges last week has moved the Cal Poly Mustang Stadium Renovation Project closer to reality. "The board approval clears the way for the design of the project to be completed and for construction to be undertaken," according to E. Douglas Gerard (Executive Dean). Schematic drawings of the stadium renovation project were drawn by the firm of Keeble & Rhoda of Monterey. The firm now will be authorized to develop the preliminary plans.

Fund raising efforts have brought in nearly \$200,000, according to Bob Brown, project coordinator. "At least another \$200,000 will be needed in the next four months to keep the project moving ahead. Plans now call for the demolition of the old wooden bleachers on the west side of Mustang Stadium at the conclusion of the 1977 Cal Poly home football season. Construction is anticipated to be completed in time for the 1978 football season. If necessary, the project will be constructed in phases," Brown asserted. "The first objective is to obtain sufficient funding in time to enable the bleachers to be constructed in time for the 1978 graduation ceremonies."

Replacement of the 1,500 wooden bleacher seats with 5,200 steel bleacher seats including special chair sections is the main focus of the Mustang Stadium Renovation Project. Also included is the installation of new lighting on the west side of the stadium, new rest room facilities, a new press box and facilities for the handicapped in a wheelchair section. Funds are being raised through a major donor campaign, the sale of seat options and a general contribution campaign. Donations of any size are being accepted in the latter category. For further information on seat sales call Harry Henderson (544-0211) or Brown (546-2923).

FACULTY OFFICE BUILDING ON THE WAY

Bids for the Faculty Office Building were scheduled to be opened on campus on Thursday (Sep. 8) at 2 pm. The project was approved for bid advertising by the State Public Works Board - the last approval step necessary prior to construction. The project provides for 150 individual faculty office spaces, eight department head complexes, a school dean's office and other miscellaneous supporting areas.

The building will be erected on the site currently being used as a construction yard by the contractor for the Clyde P. Fisher Science Hall. Subsequent to bid opening, the contract award procedure usually takes approximately six weeks. Anticipating an acceptable bid, the project could be under construction late in October with an expected completion date of spring, 1979.

LANDSCAPE ARCHITECTURE REACCREDITED

Reaccreditation of the landscape architecture degree program at Cal Poly, by the American Society of Landscape Architects (ASLA) has been announced by President Robert E. Kennedy. President Kennedy received word of the action from ASLA President Benjamin W. Gary, Jr., and said that the Landscape Architectural Accreditation Board upheld the recommendation of a site evaluation team that the Cal Poly program be granted Full Accreditation status.

Gary used his letter to congratulate the university on its commitment to educating competent landscape architects whose growing knowledge "has done much to enhance the viability of many areas where men have encroached upon natural settings."

ACTING DEPARTMENT HEADS NAMED

Robert Hoover, a member of the Social Science Department faculty since 1970, has been named acting head of the Social Sciences Department until the time a permanent appointment is made. Dr. Hoover will be replacing Mahmud S. Hariri, who has asked to be returned to a full-time teaching assignment. The department head position in Social Sciences will carry a one-half time administrative assignment, with the remaining time devoted to teaching.

Also named as acting head of the Business Administration Department for the Fall Quarter was Weston A. McCormac, replacing Eugene L. O'Connor, who will be on a leave of absence to pursue educational goals. McCormac has been a member of the Business Administration Department since 1968.

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 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 Amendment Act. All interested persons are encouraged to apply.

Lecturer, \$4752-\$5712/Quarter, based on a 15-unit teaching load; salary varies with teaching load and experience, Education Department, School of Human Development and Education. Duties include teaching Ed 501, Philosophy of Education. Prefer Doctors Degree in Education and teaching experience. Position available Fall, Winter, and Spring Quarters, 1977-78. Closing date: 9-23-77. Application forms may be obtained from Walter P. Schroeder, Library 212.

SUPPORT STAFF VACANCIES LISTED

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 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, \$779-\$931/month, Admissions Office, Student Affairs Division. Duties: take and transcribe dictation for the Admissions Officer; maintain admission officer files; act as receptionist; order supplies, forms, etc.; process applicants for the Horseshoe Program; receipt application fees. Requirements: high school graduate, one year of clerical experience, type 45 wpm, shorthand 90 wpm, and must have taken the General Clerical Test. Closing date: 9-29-77.

Intermediate Account Clerk, \$729-\$871/month, Financial Operations, Business Affairs Division. Duties: preparation and scheduling of vendor invoices for payment; review of documentation for adequacy; filing of various related documents; typing of vendor invoice transmittal sheets; coding of invoices for several accounting systems updated by invoice processing; other related clerical and record keeping functions as assigned. Requirements: high school graduate, one year of experience in keeping or reviewing financial records, and must have taken the General Clerical Test. Experience in a high volume accounts payable activity is desirable. Closing date: 9-29-77.

Chief of Custodial Services III, \$1190-\$1430/month, Plant Operations, Business Affairs Division. Duties: will work under the direction of the Assistant Chief of Plant Operations and will be in charge of the total custodial services which consist of five shift supervisors, foremen, & approximately 70 custodians; will be responsible for administering the budget of approximately \$250,000. Typical tasks include work assignments; supervise & give instructions to employees; evaluate performance; make inspections & maintain top level of sanitation & safety; receive, inspect, & maintain inventory of supplies; receive complaints & cooperate with faculty, staff, & students; assist in preparing for special events; keep records, prepare reports, and other tasks as required. Requirements: high school graduate with five years minimum experience in custodial work, four years of which must have been in a supervisory capacity over other employees and with responsibility for custodial services in a large building or group of buildings. Must have a full knowledge of methods, materials, and equipment used in a custodial function; a thorough knowledge of principles of effective interviewing, hiring, disciplinary, and supervision of personnel within the custodial operation. Closing date: 9-29-77.

Departmental Secretary I-B, \$814-\$974/month, Placement Office, Student Affairs Division. Duties: supervise clerical staff; record office attendance and order supplies; work directly with the on-campus recruitment program including responsibility for the record keeping and typing of employment notices, employer files, resumes, interview schedules, and related correspondence; and assists students and school districts with the clerical functions involved in processing placement files and the alumni fee program. Requirements: high school graduate, 3 years experience, preferably in a placement/personnel office, type 45 wpm, shorthand 90 wpm, and must have taken the General Clerical Test. Closing date: 9-29-77.

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 Building, Room 212, 546-1121. Cal Poly Foundation 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.

Food Operations Manager, \$1373-1652, Food Service. Responsibilities: Production responsibility and quality control, safety, menu planning, record and cash accountability, sanitation, preventive maintenance, inventory control, and vending services.

Applications are being accepted for the position of Associate Dean, Curriculum and Instruction, a 12 months' position.

Duties include the following: acting for the Vice President for Academic Affairs; analyzing and reviewing existing and new courses and curricula; preparing the university catalog; analyzing and making recommendations on faculty staffing and resource allocations; and working with accreditation groups.

Qualifications: Master's degree required, earned doctorate preferred; Associate Professor and Professor with at least two years' experience in university teaching; administrative experience is desirable; knowledge of curriculum academic master planning, budgets, and Cal Poly and CSUC rules and procedures; experience in working with groups on academic matters is desirable; experience and ability in development and use of statistical analysis and computer applications is preferred. Awareness of current developments and changes in career opportunities and the impact on university curricula.

Submit applications to Dr. Hazel J. Jones, Vice President for Academic Affairs, by November 11, 1977. Appointment will be effective January 1, 1978. Affirmative Action/Equal Opportunity/Title IX Employer.

Requirements: Minimum of 5 years experience (including two years at management level with heavy emphasis in production aspects of an institutional or large commercial food service operation); Bachelor's degree or equivalent to an A.A. degree in the foodservice field with at least two years of directly related management work experience over the minimum experience requirement. Closing date: 10-13-77.

Assistant Clerk/Cashier, \$729-\$871, Business Office. Duties: Cash checks; receive payments from students, faculty, and staff; perform related cashiering duties as required. Requirements: High school diploma with a minimum of one year of related teller experience; ability to use 10-key adding machine, typewriter, and balance change funds. Must be quick, accurate and have the ability to relate effectively with the public. Closing date: 9-29-77.

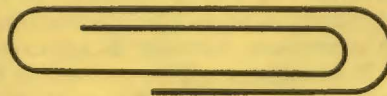
Clerical Assistant II-A, \$729-\$871, High School Equivalency Program (thru end of program year; continued employment subject to federal funding and performance). Duties: Reception, typing, filing, record keeping, correspondence, telephone. Requirements: High school graduate, some college preferred, type 45 wpm. Preference: Bilingual applicants (Spanish/English); experience working with farmworkers. Closing date: Sept. 29, 1977.

Recruitment/Placement Officer, \$1049/mo., High School Equivalency Program (eleven-month contract; continued employment subject to federal funding and performance). Develop and implement recruitment/placement programs; testing, screening, selection; job development/placement; counseling; travel up to one week per month in central and southern California. Requirements: M.A. in Counseling and/or successful placement or business experience; familiarity with farm-workers. Closing date: 10-13-77.

Supervising Custodian I, \$906-\$1086, Food Service. Duties: Supervision of a custodial crew in the food service area; provide training and instruction in the proper use of materials and equipment; performing custodial and other duties as required. Requirements: Minimum of two years of supervisory food service custodial experience, completion of at least eight grades of elementary education. Closing Date: September 29, 1977.

Custodian, \$759-906, Food Service. Must be knowledgeable in the proper use of commercial cleaning equipment and materials, and other related work that may be required. Must have ability to maintain effective relationships with co-workers and students. Requirements: Must have a

minimum of one year of custodial experience and completed at least eight grades of elementary education. Closing date: Sept. 29, 1977.



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

Walt E. Elliot, Physics, has returned from San Diego where he will again serve as Test Center Coordinator for two federally-funded science education projects, the Career Oriented Pre-Technical Physics Project, and the Alternatives in Science Project. In its third year, COPP was honored as most innovative science curriculum for academic year 1976-77 and was selected by the State Department of Education for inclusion in its annual "Directory of Noteworthy Practices."

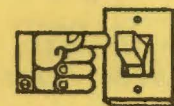
James Hutchinson, Graphic Communications, served as a graphic arts judge for the International Club Bulletins contest sponsored by the International Association of Printing House Craftsmen, Inc. The publications were exhibited during the association's annual convention on Aug. 7-11, in San Francisco.

Donald K. Cheek, Counseling Center, presented a scientific paper based on his book, "Assertive Black - Puzzled White," at the International Congress of Behavior Therapy in Uppsala, Sweden, Aug. 24-27.

Joseph B. Romney, History, chaired a session on Brigham Young for the Mormon History Association which met in conjunction with the Pacific Coast Branch of the American Historical Association in Flagstaff, Arizona on Aug. 13, 1977.

Timothy M. Barnes & Gregg F. Herken, both History, attended the Pacific Coast Branch meeting of the American Historical Association at Flagstaff, Arizona, Aug. 11-13. Dr. Barnes presented a paper, "Occupational Allegiance and Political Neutralism: 'Loyalist' Printers During the American Revolution." Dr. Herken organized a panel and read a paper concerning his recent research in American atomic-energy policy, 1945-1950.

**Conserve
Energy**



FOOD SERVICE HOURS ANNOUNCED

Everette Dorrough (Food Service Director) has announced the following hours of operation will be in effect for the various food service locations during Fall Quarter beginning Monday (Sep. 26).

Student Dining Room.....	Monday through Friday: 6:30 am - 9:30 am (breakfast) 10:30 am - 1:30 pm (lunch) 4:30 pm - 7 pm (dinner) Saturday and Sunday: 12 noon - 3 pm (lunch) 4 pm - 7 pm (dinner)
Snack Bar.....	Monday through Friday: 7 am - 4 pm
Sandwich Plant.....	Monday through Friday: 6 am - 10:30 am (donuts) 10:30 am - 1:30 pm (sandwiches)
Vista Grande Cafeteria.....	Monday through Friday: 7 am - 9 am (breakfast) 11 am - 1 pm (lunch) 4:30 pm - 8 pm (dinner) Saturday and Sunday: 9 am - 2 pm (breakfast)
Vista Grande Restaurant.....	Saturday through Sunday: 11 am - 8 pm
Burger Bar.....	Monday through Friday: 10 am - 12 midnight Saturday: 10 am - 1 am Sunday: 12 noon - 11 pm
Ice Cream Parlour.....	Monday through Friday: 11 am - 5 pm / 7:30 pm - 9 pm
Staff Room.....	Monday through Friday: 7 am - 4 pm
The Cellar (Vending).....	Monday through Thursday 7:30 am - 12 midnight Friday: 7:30 am - 10 pm Saturday: 8 am - 10 pm Sunday: 10 am - 10 pm
Vending (Adm. Building).....	Monday through Friday: 8 am - 5 pm