

CAL POLY REPORT

California Polytechnic State University
San Luis Obispo, California 93407

March 8, 1979

Volume 30, Number 26²⁷

Hampton is Commencement Speaker

Cal Poly's 1979 Commencement speaker will be Claudia H. Hampton, vice chair of the Board of Trustees of The California State University and Colleges. Dr. Hampton's Commencement address is scheduled for Saturday (June 9) at 3:30 pm in Mustang Stadium. Dale W. Andrews, acting president of Cal Poly, announced that Dr. Hampton accepted an official invitation to address graduating students, faculty, and staff members after she had visited the campus.

Dr. Hampton, who has been director of the Office of Human Relations of the Los Angeles City Unified School District since 1972, became a member of the Board of Trustees in 1974, commencing a term which expires in 1982. She has been a teacher, supervisor, and community relations direc-

tor in Los Angeles city schools since 1957. Earlier she was a classroom teacher and elementary counselor in Chicago city schools. She holds a bachelor's degree from Central YMCA College, Chicago, and master's and doctor's degrees from University of Southern California.

A member of the Executive Committee of the Los Angeles Branch of the NAACP, she has been a member of the Board of Managers of the California Congress, PTA, and of an advisory board of Loyola Marymount University. She holds memberships in the National Council of Negro Women, Women in Educational Leadership, and the Association of California School Administrators, among other organizations.

Training courses announced

Donald L. Shelton (Director of Personnel Relations) announces that two training courses are to be offered to campus supervisors during the 1979 Spring Quarter. Both courses are sponsored as part of the Specialized Training Program and coordinated through the University's Continuing Education Office.

The "Affirmative Action for Supervisors" course is an integrated program designed to stimulate an appreciation for the concept of affirmative action and to acquire an awareness of the interrelated issues. This course is scheduled on Fridays from 1 pm to 3 pm in the Health Center Conference Room.

Owen Servatius (Management Department) will serve as instructor for the "Effective Supervisory Action" course. This course is designed to aid first-line supervisors by exploring all areas of supervision. Specific emphasis will be placed on areas and problems which confront supervisors at Cal Poly. This course will be offered on Mondays from 3 pm to 5 pm in Library 117.

Extension course credit is being offered on an optional basis to enrollees willing to pay \$16 for each of the two unit courses. Those first-line supervisors interested in participating should contact their Dean/Division Head for additional information.

10/12 pay plan is expanded

The 10/12 pay plan for nonacademic employees recently has been expanded. This program provides the basis for clerical and technical employees to voluntarily, and with the approval of the school deans, reduce their work period from 12 months to 10 months. Positions are designated as working Sep. 1 through June 30 with July and Aug. off each year. Employees working under this plan receive twelve monthly checks covering the 10-month work period. This is a cyclic program which normally requires employees to start September 1 and work through June 30. However, it is also possible for these employees to enter this 10-12 pay plan beginning either Feb. 1 or Mar. 1. If an employee enters this program Feb. 1, they would be required to work through June 30. They would have the month of July off with pay, and would be required to take Aug. off in a leave without pay status. Individuals entering this program Mar. 1 would be required to work through July 31 and would receive the month of Aug. off with pay and would then start the 10 month cycle Sep. 1. It is anticipated that as additional experience is gained with this program additional classes will be added to those now eligible for the 10/12 pay plan.

The requirements that incumbents of eligible classes be in the direct instructional program has been elimi-

nated. All employees in eligible classes, with appropriate approval, can participate in the 10-12 pay plan regardless of the area in which they work. Employees in the following classes are now eligible to participate in the 10-12 pay plan: Accompanist I and II, Assistant Cashier-Clerk, Athletic Equipment Attendant I and II, Clerical Assistant I through IV, Clinical Aid, Costume Technician I and II, Departmental Secretary I through III, Equipment Technician I and II, Glassblower, Laboratory Assistant I and II, Library Assistant I through III, Licensed Vocational Nurse, Piano Technician I and II, Placement Interviewer, Secretary, Senior Cashier-Clerk, Senior Secretary, Slide Curator I and II, Stage Technician I and II, Student Personnel Technician, Financial Aids, Technical Assistant I and II, and X-Ray Technician.

When an employee in a 12-month position wishes to convert his/her current position to the 10/12 pay plan, Department Head and Dean/Division Head approval is required. In such cases, a Form 103 (Application for Promotion or Transfer) which requests assignment to the 10/12 pay plan should be completed and signed by the incumbent and should accompany the Form 100 (Requisition for Staff Personnel) and the Form 101 (Recom-

Continued on page 3

More V.I.T.A. information

The Volunteer Income Tax Assistance (VITA) program provided by Cal Poly business administration students has been extended through Wednesday (Apr. 11) at two San Luis Obispo locations. Assistance will be available through the Cal Poly quarter break until Apr. 11 at the Department of Motor Vehicles, 669 California St., from 9 am to 1 pm on Mondays and Tuesdays, and in Room 6 of the City Hall, Palm and Osos Sts., from 9 am to noon on Wednesdays.

Services which are currently being provided on Monday, Tuesday, and Wednesday from 1 pm to 5 pm in the University Union Mustang Lounge will be discontinued after Mar. 7 until the second week of classes, beginning Monday (Apr. 2). Scheduled times for that service through Apr. 11 will be announced at a later date.

Now in its eighth year in the local area, VITA offers assistance with state and federal returns for persons who are unable to pay for help. It is sponsored by the Accounting Club in connection with the Internal Revenue Service, which trained the students for participation in the program. Taxpayers interested in using the students' assistance are requested to bring their 1977 state and federal income tax returns, W-2 wage statements received from employers during 1978, and the tax booklets they received in the mail when they ask for assistance at any of the locations.

Summer Federal jobs for faculty

Donald L. Shelton (Director of Personnel Relations) has received information from the College Federal Council of Southern California regarding the Faculty Summer Placement Program. This Program coordinates the placement of college faculty members in summer positions with Federal agencies. We are informed that potential vacancies exist in the following areas: aerospace engineering, electronic engineering, chemical engineering, personnel, and computer systems. Interested faculty members should contact Shelton (Ext. 2844) for additional information.

Pre-college credit can be given

High school seniors and other college-bound students have an opportunity this spring to earn academic credit before officially enrolling at Cal Poly or other campuses of The California University and Colleges. The program, an annual one that started in 1973, to date has permitted nearly 7,500 students to qualify for credits in English, mathematics, and science at any of the 19 CSUC campuses.

Chancellor Glenn S. Dumke noted that students who earn credit by passing CSUC equivalency examinations have the options of possibly shortening their time in college or taking advantage of courses not normally required for graduation. "This testing program has demonstrated its worth repeatedly by permitting students who already have knowledge and ability to move directly into advanced academic work," Chancellor Dumke said, "It not only allows students to avoid needless repetition and to expand their own options, but permits effective and economical utilization of our faculty and resources."

The tests, which are optional, are so named because they offer the opportunity for incoming students to demonstrate knowledge equal to that of collegians who have successfully completed regular courses in specific fields. Five examinations are scheduled. English tests will be administered Apr. 28 and have an Apr. 6 signup deadline. Tests in four areas of science and math will be administered May 19 and have an application deadline of Apr. 27.

Students passing both essay and multiple-choice components of the

CSUC English Equivalency Examination qualify for six semester units, or counterpart quarter units, at any CSUC campus. In addition, even if they do not achieve high enough scores on the English Equivalency Examination to qualify for academic credit, many applicants are expected to do well enough to earn exemption from the CSUC's separate English Placement Test, a non-credit examination required of all entering undergraduate students intended to assist students by identifying their strengths and weaknesses in English. Students who score low on the Placement Test will be advised they need remedial help.

Students passing any of four equivalency examinations in mathematics and science qualify for three semester units, or counterpart quarter units, upon enrolling at a CSUC campus. These include the Subject Examination in General Biology and three tests developed by the College-Level Examination Program: The CLEP Algebra-Trigonometry Subject Examination, the CLEP General Chemistry Subject Examination, and the CLEP General Examination in Mathematics.

Application forms for the tests will be sent to all students who have sought admission to a CSUC campus. Forms also are available from high school counselors and at the Counseling and Testing Center at Cal Poly. Examinations will be administered at all 19 campuses. However, a campus on which an applicant takes one or more of the tests need not be one at which the applicant plans to enroll as a student.



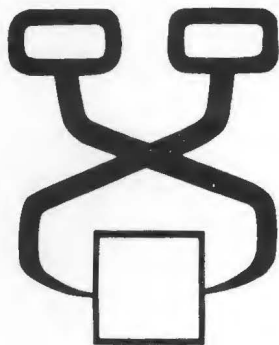
CSUC Foundation directors named

Three Californians have been named as Directors of the California State University and Colleges Foundation. President John E. Christensen, of the non-profit foundation which was established in 1962 to support the CSUC System, announced the election of Gene M. Benedetti, Dr. A. Terrence Polin, and Jon B. Riffel as Directors.

Benedetti, a former member of the Board of Trustees, is a well known California dairyman. Polin, President of Gibraltar Savings and Loan Association, has been a faculty member at the University of Southern California Graduate School of Business Administration and Director of the Research Institute for Business and Economics. Riffel, Vice President for Public Relations, Southern California Gas Company, is past national president of the Public Relations Society of America and serves on national committees of the National Association of Manufacturers, United States Chamber of Commerce, and National Center for Voluntary Action.

Western theme for March party

The Cal Poly Wives' Club and the University Club will jointly sponsor their annual March party at the Tar Springs Ranch on Saturday (Mar. 31) featuring an old-fashioned barbecue and square dance. Dinner will be served at 7 pm with after-dinner music presented by the "Sweet Adelines". Dave Brown will call and instruct square dancing. Costumes are welcome. Tickets are \$7.00 per person. Maps and tickets may be obtained through Naomi Thurmond (543-5400) or Kay Genereux (544-7314), co-chairwomen of the event.



Service awards luncheon reminder

There is still time to purchase tickets for the annual Cal Poly service awards luncheon honoring staff personnel employees who have 10, 15, 20, 25 and 30 years of Cal Poly service. Cost of the luncheon to be held in Vista Grande on Tuesday (Mar. 20) will be \$3.25. Tickets may be purchased from Melanie Adams (Food Services) Ext. 1175, Pam Clark (Payroll) Ext. 2605, Sandy Harris (Payroll) Ext. 2605, Cathi Atherton (Management) Ext. 1301, Ruth Palmer (Foundation Accounting) Ext. 1113, Meg Phillips (Physics) Ext. 2448, Linda Rinaldi (Personnel) Ext. 2236, Gail Simmons (Ag. Education) Ext. 2803, Marilyn York, (Properties) Ext. 2570. Tickets will be sold through March 15. No tickets will be sold at the door.

New employees and promotions

Donald L. Shelton (Director of Personnel Relations) announces the following appointments to new positions and promotions in the support staff personnel for February, 1979. A hearty welcome is extended to the new members of the Cal Poly Staff and congratulations to those that have been promoted!

NEW EMPLOYEES

Elouise Frey, Secretary, Computer Center; Daniel Soto, Custodian, Residence Hall Services.

PROMOTIONS

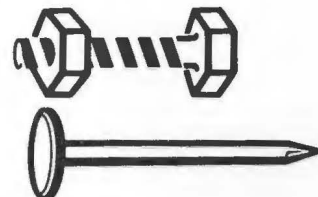
Vivian Riggs, Medical Secretary, Health Center; Rosemary Wagner, Clerical Assistant, Admissions & Records.

Locker warning!

All faculty and staff members having lockers in the Crandall Gym locker rooms and/or women's locker room in the Physical Education Building are reminded to return rented locks, clothing, towels; and to remove personal locks and items on or before the last day of classes - no later than Tuesday (Mar. 13). Failure to do so will necessitate the removal of lock and clothing from locker.

Free small engine diagnosis clinic

Free diagnosis of small engine problems and faults will be available in Agricultural Engineering Shop 5, on Tuesday Mar. 13 between 1 pm and 3 pm. These services will be offered by students in the small engines class. For further information contact Jim Bermann, ext. 2388.



10/12 Pay Plan

continued from page 1

mendation and Justification of Applicant Selection). Department Head and Dean/Division Head signatures are required on the Form 100 and the Form 101. All forms should be submitted through the appropriate Vice President or Dean of Students to the Personnel Office.

If an employee wishes to move to another position (not the 12-month position he/she is currently holding) which previously has been converted to the 10/12 pay plan, the employee should submit a Form 103 (Application for Promotion or Transfer) to the Personnel Office when the position has been advertised in the "Cal Poly Report." For additional information, please contact Robert M. Negranti (Staff Personnel Officer) at Ext. 2236.

Cal Poly Report copy intended for the next issue should be submitted to Betty Holland, Adm. 125, Ext. 2576, prior to 12 noon on Monday.

Cal Poly Dateline is compiled by the Public Affairs Office, Adm. 401, Ext. 2246, and is published on Monday. Typewritten copy intended for the next issue should be submitted to Cathy Burt, Adm. 401, prior to 12 noon on Wednesday.

Publications Editor: Fred Wolf, Ext. 2158, Adm. 210.

STAFF VACANCIES

Vacant support staff positions have been announced by Robert M. Negranti, Staff Personnel Officer. Descriptions of the positions and other vacancies are posted outside the Personnel Office, Adm. 110, Ext. 2236. Contact the Personnel Office to obtain an application. The University is subject to all laws governing Affirmative Action and equal employment opportunity including but not limited to Executive Order 11246 and Title IX of the Education Amendments Act and the Rehabilitation Act of 1973. All qualified persons are encouraged to apply.

Student Affairs Trainee/Student Affairs Assistant I, \$1005-\$1322/mo., Housing Department. Program coordinator; develops comprehensive, balanced activity program in residence halls including social, recreational, cultural, and educational programming development on intra and inter hall levels. Requirements: Bachelor of Arts degree; residence hall and/or recreation experience. Hours: Flexible work hours with periodic evening work. Closing Date: 3-29-79.

Slide Curator I, \$868-\$1041/mo., 4/5 time on 12-month basis with full university benefits, Art Department. Duties: cataloging, documenting and ordering slides and other visual materials for the Art Department collection. Minimum qualifications: B.A. in western art history preferred, equivalent to one year of experience in curatorial or professional level library work or one year of experience teaching art or art history. Experience in professional library work must be supplemented by training in or a knowledge of art, art history, or architecture. Ability to read French or German preferred, competent typing. Hours of work: 8 am to 5 pm. Closing Date: 3-29-79.

Clerical Assistant II-A, \$729-\$871/mo., Admissions & Records. Duties: Working with student records in University Records Office, assisting with registration, preparation of grades, etc. Working in the University Admissions Office, processing applications for admission of students. Equivalent to one year clerical experience, type 45 wpm, and must have taken the General Clerical Test. Closing Date: 3-22-79.

Locksmith I, \$1280-\$1404/mo., Plant Operations. Duties: Installs, maintains, repairs, and adjusts all types of locks including pin, disc, tumbler, rim, mortise, cabinet, padlocks, and fastening devices. Incumbent makes keys from codes or impressions, alters lock combinations, maintains records, and orders parts and materials used in locksmithing. Requirements: Journeyman or completion of a recognized apprenticeship in locksmithing. Hours of work: 7:30 am to 4:00 pm. Closing Date: 3-22-79.

Director of Plant Operations III, \$2209-\$2669/mo., Position available immediately. Responsible for the management of personnel, finances, equipment, development, implementation of programs, policies and procedures. Minimum qualifications: equivalent to graduation from a four-year university in Engineering, Architecture, Plant Management, or Business Administration and six years of experience in planning, organizing and directing the work of a large journey-level work force including four or more of the building engineers and/or maintenance trade. Applications should be on official form, specify position applied for and be submitted to Robert M. Negranti, Staff Personnel Officer, California Polytechnic State University, San Luis Obispo, CA 93407. Phone (805) 546-2236. Closing date for accepting applications: 4-13-79.

FACULTY VACANCIES

Candidates for positions on the faculty of the University are presently being sought, according to Donald L. Shelton (Director of Personnel Relations). Those interested in learning more about the positions are invited to contact the appropriate dean or department head. This University is subject to all laws governing Affirmative Action and equal employment opportunity including but not limited to Executive Order 11246 and Title IX of the Education Amendments Act and the Rehabilitation Act of 1973. All qualified persons are encouraged to apply.

Department Head, \$26,088-\$31,524 for 12-month appointment effective Sept. 1979, Architecture Department, School of Architecture and Environmental Design. Duties include teaching, as well as planning, organizing, and directing the work of the department within the total structure of the School and the academic administration of the University. Eligible to receive tenure on the faculty but not in an administrative position. Qualifications: evidence of administrative competence; teaching experience in an accredited architecture program; a professional degree in architecture and a master's degree in architecture or related field or certified foreign equivalent; architectural experience at a senior level of responsibility; architectural registration by examination in the U.S. or equivalent foreign license. Candidates are preferred with advanced degrees, applied research experience, and a record of professional and civic involvement. Apply to the Dean, School of Architecture and Environmental Design. Closing Date: 4-27-79.

READVERTISEMENT

Lecturer, \$1,188-\$1,302/month depending upon qualifications and experience, Full-time position available June 18 through August 30, 1979. Art Dept., School of Communicative Arts & Humanities. Duties include teaching Basic Photography. Minimum qualifications: formal photographic training from an accredited school/university; Master's degree preferred but Bachelor's degree plus specialized photographic training and teaching experience may in some instances, be accepted. Closing Date: 3-15-79.

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

Carl Wallace and Locksley Geoghagen, Educational Opportunity Program and Quintard Taylor, History, were heard on the KCB radio program, "Spotlight on Education" discussing "Black Studies - Ten Years Later" on Feb. 24.

Arthur Frieztzsche, English, attended the Twelfth Annual Conference of the Medieval Association of the Pacific, held at San Francisco State University, Feb. 23-24.

Don Kummer, Business Administration, was personally credited in a recent *Wall Street Journal* editorial (Feb. 20) for providing empirical support for the rejection of proposed security law changes.

Jane Stark, Dept. Secretary, Military Science, was commended by the Commanding General, US Army Fourth ROTC Region, for her outstanding sustained superior performance of duties. Stark was honored with a certificate and monetary bonus. This is her fourth award since she came to Cal Poly over 13 years ago. Stark has been a Federal Civil Service employee for 29 years.

Loren Nicholson, Head, Journalism, and Claude Ratliff, General Manager, Mustang Daily, conducted three 3-hour seminars on advertising at the Mid-Winter Conference of the National Association of Quick Printers in San Diego, Feb. 16-18.



encouraging notes

March 8, 1979

NATIONAL SCIENCE FOUNDATION - HUMAN NUTRITION RESEARCH PROJECTS. The Division of Problem-Focused Research Applications will provide approximately \$1 million in fiscal 1979 to initiate an interdisciplinary research program in human nutrition. The major objective of the program is to assess the nutrient value of processed foods by investigating the physical and chemical changes that occur during cooking, processing, packaging, and storage.

Examples of physical, chemical and biochemical changes in processed foods to be studied include: bioavailability of nutrients; binding of nutrients on nondigestible ingredients; digestion, absorption and metabolism of nutrients; function of microflora; and interaction between nutrients and food additives. The program encourages proposals that stress interdisciplinary research, including the participation of nontraditional nutrition-related disciplines; emphasize human bioavailability; and provide for university-industry collaboration and for the participation of small businesses. Development of new methodologies is also encouraged, particularly if existing methodologies are inadequate to address the problem selected.

Deadline for receipt of proposals is *APRIL 30, 1979.*

* * *

NATIONAL INSTITUTE OF EDUCATION - RESEARCH ON ORGANIZATIONAL PROCESSES IN EDUCATION. The National Institute of Education has announced a program of support for research on organizational processes in education. The program will support studies of how elementary and secondary schools and school districts carry out the essential tasks of any organization, such as setting goals, finding resources, assigning work, monitoring performance, identifying and solving problems, and adopting to changing times. Approximately \$1.0 million will be available in Fiscal Year 1979 for projects.

Two kinds of grants will be awarded: small grants, limited to a maximum of \$10,000 in direct costs and up to twelve months in duration; and larger grants of up to three years in duration, funded in annual increments. NIE expects to award 25-35 grants in FY 1979, about half of these for small grants. A preliminary proposal must be submitted for review for the larger grants; small grants require only one proposal.

The schedule for review is as follows:

GRANTS

<u>Preliminary Proposals in by</u>	<u>Will be re- viewed during</u>	<u>Comments returned in</u>	<u>Full proposals will be due</u>	<u>Decisions announced in</u>
August 15, 1978	September	October	December 18	April 1979
December 18, 1978	January 1979	March	April 16	August
April 16, 1979	May	June	August 15	December
August 15, 1979	September	October	December 17	April 1980

SMALL GRANTS

<u>Proposals in by</u>	<u>Will be reviewed during</u>	<u>Decisions announced in</u>
August 15, 1978	September	December
December 18, 1978	January 1979	April

NIE - RESEARCH ON ORGANIZATIONAL PROCESSES IN EDUCATION (continued)

SMALL GRANTS

<u>Proposals in by</u>	<u>Will be reviewed during</u>	<u>Decisions announced in</u>
April 16, 1979	May	August
August 15, 1979	September	December

* * *

U. S. OFFICE OF EDUCATION - HANDICAPPED CHILDREN'S EARLY EDUCATION PROGRAM.

The purpose of the awards is to assist eligible parties in the implementation of State plans for preschool and early education for handicapped children and the accelerated provision of services for those children. Application forms and program information packages are available and may be obtained from the Division of Innovation and Development, Bureau of Education for the Handicapped, U.S. Office of Education (Room 3100, Donohoe Building), 400 Maryland Avenue, SW, Washington, DC, 20202. DEADLINE: *APRIL 4, 1979.*

* * *

NATIONAL ENDOWMENT FOR THE HUMANITIES - TRANSLATIONS PROGRAM. This program supports annotated, scholarly translations of works that contribute to an understanding of the history and intellectual achievements of other cultures and can serve as tools for further research. Texts from all disciplines relevant to the humanities are eligible for consideration. DEADLINE: *JULY 1, 1979.*

* * *

NATIONAL ENDOWMENT FOR THE HUMANITIES - HIGHER EDUCATION CURRICULUM MATERIALS GRANTS.

This program supports the development, testing and dissemination of exemplary curriculum materials in the humanities. A curriculum materials project must address a specific problem in humanities education, respond to an expressed demand from humanities educators, and promise an impact on curricula in educational institutions throughout the country. DEADLINE: *JULY 1, 1979.*

* * *

NATIONAL ENDOWMENT FOR THE HUMANITIES - HIGHER EDUCATION GENERAL PROJECTS GRANTS.

This program supports model demonstration projects that address a particular subject of general interest to educational institutions. By combining the elements of teaching materials, workshops, surveys, and model curricula, these grants are often unique in their design and pervasive in their impact on the teaching of a particular field. DEADLINE: *JULY 1, 1979.*

* * *

U. S. OFFICE OF EDUCATION - WOMEN'S EDUCATIONAL EQUITY RESEARCH GRANTS.

Applications for Women's Educational Equity Research Grants Program awards are being accepted by the National Institute of Education. Awards will be made for research on the informal social processes influencing women's achievement, particularly in the areas of mathematics, science, and technology. Special attention will be given to racial, ethnic, and socio-economic diversity. The program has a proposed funding allocation of \$500,000 for fiscal 1979, and it is expected that there will be about 10 to 25 project awards. Funded projects normally will not exceed 12 months in duration; however, multi-year proposals for projects of up to three years duration will be accepted in this competition. DEADLINE: *MAY 10, 1979.*

* * *