



CALENDAR

FOR THE

1974 FALL QUARTER

SEPT. 1974						
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Information from the Personnel Office, the Payroll Services Office, and the Registrar's Office list the following dates during the 1974 Fall Quarter which are of interest to faculty and staff:

September 23.....Monday.....Fall Quarter classes begin
 September 30.....Monday.....Last day to enroll for Fall Quarter
 October 10.....Thursday.....Last day of open enrollment period for health benefits for new faculty and staff
 October 11.....Friday.....Last day to withdraw from classes without penalty
 October 14.....Monday.....Columbus Day - State holiday (CTO day)
 October 30.....Wednesday.....Payday for October pay period
 November 5.....Tuesday.....Election Day - State holiday - CTO day will be used on Nov. 29
 November 11.....Monday.....Veterans Day - State and academic holiday
 November 12.....Tuesday.....End of seventh week of classes
 November 27- Wednesday-
 December 1.....Sunday.....Thanksgiving - State and academic holiday
 December 2.....Monday.....Payday for November pay period (due to Thanksgiving holiday on Nov. 29)
 December 6.....Friday.....Last day of classes for Fall Quarter
 December 9-12....Monday - Thursday.....Final examination period
 December 13- Friday -
 January 2.....Thursday (noon).....Academic holiday
 December 25.....Wednesday.....Christmas - State holiday
 December 31.....Tuesday.....Payday for December pay period
 January 1.....Wednesday.....New Year's Day - State Holiday
 January 2-3.....Thursday (noon)- Friday.....Registration for Winter Quarter
 January 6.....Monday.....Winter Quarter classes begin

Veterans Day will be celebrated this year on Monday (Nov. 11) instead of Monday (Oct. 28). Congress recently passed a law returning the celebration of Veterans Day to the original November 11. This measure was enacted due to the urging of several veterans organizations who desired that the holiday be returned to the traditional observation, established after World War I as Armistice Day.

☐ HANDICAPPED BARRIERS WILL BE REMOVED



More than a quarter of a million dollars will be spent during the 1974-75 academic year to further reduce architectural barriers to the physically handicapped on campus. E. Douglas Gerard (Executive Dean) says the funded projects include curb cuts and sidewalk ramps, modifications of rest rooms, modifications of building entrance doors, and the installation of elevators in two multi-storied buildings. The 1974-75 program augments work already done on the campus in providing better access from parking lot areas to the campus core.

Gerard says the 1974-75 program includes provision of 36 new curb cuts and sidewalk ramps, augmenting the 32 already installed in the past. In addition entry ways to 13 Cal Poly buildings will be modified to provide easier access by physically handicapped. This includes widening of some entries and modification of thresholds to permit entry by wheelchair-borne persons. Modifications also will be made to 64 restrooms providing better access to the facilities by persons in wheelchairs.

The above projects will be financed with a \$108,250 allocation from the California State Colleges and University system. The allocation represents state funds and matching federal monies. Another \$150,000 in CSUC funds, allocated to Cal Poly from A \$1,000,000 line item in the 1974-75 budget for the system, will provide an elevator at the Dexter Memorial Library and at the Business Administration and Education Building. On these two projects, Gerard says specifications have been forwarded to office of the state university and colleges system. A project architect will be assigned to design the installations.

Gerard anticipates that all of the miscellaneous projects for removal of architectural barriers to the physically handicapped will be completed by the end of the 1974-75 academic year in June, 1975, and that the elevator installations will be completed in time for use at the beginning of the Fall Quarter, 1975. Gerard and Peter Phillips (Facilities Planner), said that physically handicapped students at Cal Poly were consulted in arriving at priorities for architectural barrier removal of the campus.

☐ NEW OFFICE LOCATIONS IN ADMINISTRATION BUILDING

Following relocation of a number of offices in the Administration Building, the following new locations are announced:

Executive Vice-President - Dale W. Andrews.....	Adm. 411
Associate Executive Vice-President - Howard West.....	Adm. 413
Career Advancement Coordinator - C. David Cornell.....	Adm. 413
Executive Dean - E. Douglas Gerard.....	Adm. 413
Facilities Planner - Peter K. Phillips.....	Adm. 413
Director, Public Affairs - Lachlan P. MacDonald.....	Adm. 401
Director, Communications/Media Productions - Clyde Hostetter.....	Adm. 401
Vice-President for Academic Affairs - Hazel Jones.....	Adm. 307
Associate Dean, Curriculum and Instruction - David Cook.....	Adm. 309
Associate Dean, Continuing Education - Donald M. Morris.....	Adm. 314
Director, Institutional Research - Lowell H. Dunigan.....	Adm. 316
Associate Dean, Graduate Studies - David M. Grant.....	Adm. 317
Coordinator, Research Development - Howard Boroughs.....	Adm. 317
Coordinator, Special Programs/University Editor - Fred E. Wolf.....	Adm. 210

All other offices remain the same, as do the phone numbers.

☐ 9.2 PERCENT FACULTY PAY INCREASE PROPOSED



An average 9.2 per cent increase in faculty compensation was urged today by a committee acting on behalf of the Board of Trustees of The California State University and Colleges. The recommendation in 1975-76 would add about \$1,670 to the current \$17,693 estimated average salary of faculty members, and would increase benefit programs by approximately 10 per cent.

Also proposed by the Trustees' Committee on Faculty and Staff Affairs is an additional 5 percent equity salary adjustment for deans and vice presidents, a 4.55 per cent additional adjustment for librarians and a 5 per cent pay differential for department heads. The committee, acting under a delegation of authority from the full Board of Trustees, indicated the recommendations are subject to revision when later and more complete data are available.

CSUC academic salary recommendations are based on comparisons with 20 higher education institutions elsewhere in the country, as well as such economic factors as the consumer price index. Trustees voted to consider a Statewide Academic Senate recommendation revising the present approach to computing inflationary factors in salary adjustment proposals. This will be included in a review of today's actions by the Trustees early next year.

C. Mansel Keene (Vice Chancellor, Faculty and Staff Affairs) noted that Trustees in recent years have taken initial action on pay proposals during fall months for consideration by the State administration in formulating a total State budget for presentation to the Legislature in January. Salary increase proposals for support staff are expected to be considered by the Board of Trustees at a Fall meeting.

☐ UNIVERSITY CLUB MEMBERSHIP DRIVE

The first week of October each faculty and staff member will receive a letter with a University Club Membership Card enclosed. Each is encouraged to read the letter and join the Club by sending annual dues of \$4 to the membership chairman, George Mach (Mathematics) at their earliest convenience.

☐ DISTINGUISHED TEACHING AWARDS ANNOUNCED

Three teachers whose expertise in the classroom has been recognized by both their colleagues and students were honored during a ceremony held on Monday (Sept. 16) as part of the annual Fall Conference. Designated the university's "distinguished teachers" for 1973-74, they are William J. Phaklides (Engineering Technology), Louis D. Pippin (Education), and Duane O. Seaburg (Agricultural Management).

The newly-honored distinguished teachers join a select group of 31 members of the Cal Poly faculty who have been so honored since the university's program of recognition for outstanding teaching began in 1963. Selections for the Distinguished Teaching Awards program are based on the recommendations of an Academic Senate Committee which acts on nominations from students and other members of the university faculty. Evaluations of nominees and subsequent recommendations of the nominees are based on an in-depth review by the committee, including classroom visits.

☐ DESIGN TO START FOR NEW LIFE SCIENCES BUILDING



Selection of the Santa Barbara architectural firm of Kruger Bensen Ziemer, AIA, to design the proposed new Life Science building at Cal Poly has been announced by President Robert E. Kennedy. The proposed multi-storied building will have a gross area of 75,800 square feet and is budgeted to cost \$4.8 million. It will be located between Outer Perimeter Rd. and the existing Science North building in the northeast portion of the university's academic core.

President Kennedy said the building is being planned to provide much-needed laboratory space for the Cal Poly's life science programs. "We are pleased to be moving into the design phase of the project after spending over a year in preplanning and programming with our staff," He added. Selection of Kruger Bensen Ziemer for the Cal Poly design project was based on the firm's broad experience in the design of public and educational buildings.

During its 15 years in Santa Barbara, the firm has been responsible for the design of many Santa Barbara area buildings, including the City Schools Administrative Center, the County Schools Educational Service Center, Carpinteria High School, the Mission Archive-Library, the Eastside Branch Library, and most recently, the Carpinteria City Hall. The schedule for the project allows 15 months for development of design and working drawings. Construction is scheduled to begin in early-1976, pending the availability of funds.

☐ EMERITUS STAFF AND FACULTY HONORED

Seventeen men and women whose combined service as employees totals nearly 400 years have been recognized as emeritus members of the faculty and staff during a luncheon held as part of the 1974 Fall Conference. Twelve of that number were named emeritus members of the university's support staff. All but one had retired from university service within the last year.

As described in C.A.M., the honorary emeritus title is conferred by the university president and declares to all members of the campus community that those named are granted certain rights, privileges, and benefits. They receive library privileges, use of the Campus Store and El Corral Bookstore, and other campus privileges.

Former faculty members honored this week, with their departments and the year they became members of the Cal Poly faculty, are: Emmett A. Bloom (Animal Science, 1946), Marjorie Cass (Education, 1957), Anatol Helman (School of Architecture and Environmental Design, 1957), Robert M. Johnston (Engineering Technology, 1946 to 1954 and continuously since 1956), and Thomas Nolan (Political Science, 1949), Clifford Price (Aeronautical Engineering, 1956), Clive O. Remund, (Agricultural Engineering, 1946) M. Eugene Smith (History, 1946), Gretchen C. Streichert, (Home Economics, 1958), Milo E. Whitson (Mathematics, 1947), and John A. Woodworth (Mathematics, 1949). Theodore Mathew, a member of Cal Poly's Chemistry Department faculty until his retirement in 1962, also received emeritus recognition during the ceremony.

Those receiving staff emeritus honors were Cyrus E. Casady (Plant Operations, 1950), Lloyd Dietrich (University Police, 1953), Harold Nash (Plant Engineering, 1947), Ralph Schurtz (Custodial Department, 1949), and Merlin Ward (Plant Operations, 1956).

☒ CORNELL NAMED CAREER ADVANCEMENT COORDINATOR



C. David Cornell has been named to the post of career advancement coordinator at Cal Poly. Cornell, who has served as vice president for finance and development at Davidson College in North Carolina since 1971, will be responsible for coordination of Cal Poly's advancement program. President Robert E. Kennedy said the selection of Cornell for the post from applicants throughout the country, will bring to Cal Poly a person experienced in coordination of the design, development, and implementation of advancement programs in higher education.

Cornell will have responsibility for developing support of Cal Poly career education and career information programs. An immediate project is the involvement of business, industry and former students in development of a Career Resources Center on campus which will combine educational technology, multi-media techniques, and mass-communications methods to serve students and prospective students.

Cornell has held positions in higher education, industry, and journalism. Before joining Davidson College he was director of agency liaison for federal and foundation relations for the University of Iowa from 1969 to 1971. From 1965 to 1969 he was director of development and planning for Scripps College in Claremont, Calif. Cornell's industrial experience includes management and public affairs assignments with The Newhall Land and Farming Company and the California Land Company, both of Valencia, Calif. He was assistant to the president of General Dynamics in Pomona, Calif., from 1956 to 1964.

Cornell is well-known in higher education for his work on communications and development of support for higher education. A number of his articles have appeared in the publications of the American College Public Relations Council on such topics as special group giving, development program staffing, and congressional relations. He was awarded ACPRA certificates of merit in 1970 and 1972 and the U.S. Steel Award of the American Alumni Council in 1973.

☐ FACULTY AND STAFF BOWLING LEAGUE FORMING

A mixed bowling league is now being formed for faculty and staff (spouses too) at the University Union bowling lanes. The league will be at 6:30 pm on Monday evenings, beginning Sept. 30. Men and women bowlers are needed. Sign up at the bowling alley or contact Walt Wilson, Ext. 2116.

☐ OUTSTANDING STAFF EMPLOYEES NAMED

Four veteran members of the support staff were among those honored during a recognition ceremony held on Monday (Sept. 16) as part of the 1974 Fall Conference. They were Victor A. Allen (Custodial Services), Florence Hauge (University Library), Lionel Middlecamp (Head Farmer), and James Neelands (Supervising Equipment Technician, School of Science and Mathematics).

Selection of the Outstanding Staff Employee Awards recipients are based on the recommendations of a committee of the Staff Senate which acted on nominations made by students and other members of the campus community. The committee closely evaluated the work of nominees before making its final decision.

☐ CSUC AND UC TO COOPERATE ON EXTERNAL DEGREES

Formation of a group to assure cooperation in the development of off-campus degree programs throughout the State has been announced by Chancellor Glenn S. Dumke of The California State University and Colleges and President Charles Hitch of the University of California. The designation of a joint Advisory Committee on Off-Campus Degree Programs provides the first formal basis for greater effectiveness in implementing external programs for Californians. Appointment of the six-member Advisory Committee results from several months of discussion between CSUC and UC representatives on providing Californians with degree opportunities at off-campus locations.

The Committee, with three members appointed by Chancellor Dumke and three by President Hitch, will advise and consult with the two chief executive officers on the following:

1. The assessment of statewide needs for off-campus baccalaureate and master's degree programs to be offered in upper division and graduate instruction by the two segments.
2. Coordination in the offering of off-campus degree programs to avoid unnecessary duplication of efforts while maximizing educational opportunities at off-campus locations.
3. The feasibility of establishing cooperative instructional capability and sharing segmental resources at off-campus locations.
4. The need for and establishment of jointly operated off-campus learning/counseling facilities.
5. The coordination and articulation of segmental off-campus degree programs with community colleges.

Appointed by Chancellor Dumke to represent The California State University and Colleges are Alex C. Sherriffs (Vice Chancellor for Academic Affairs), Leo F. Cain (President of California State College, Dominguez Hills and Chairman of the Statewide Commission on External Degree Programs), and Ralph D. Mills (State University Dean of Continuing Education).

Appointed to the Committee by President Hitch for the University of California are Durward Long (Vice President-Extended Academic and Public Service Programs), Rosemary Park (Professor of Higher Education at UCLA and Chairwoman of the Extended University Advisory Council), and Patrick L. Healey (Associate Professor of Biological Sciences at UC Irvine and Academic Assistant to Vice President Long).

☐ COMPUTER TEST CONFERENCE ANNOUNCED

On Oct. 14 through 16 a conference will be held in San Diego at which information on a variety of models of computer assisted test construction will be provided interested faculty and administrators. Co-sponsored by the Educational Testing Service and I.B.M., talks and demonstrations on these models will be presented. With progress now being made in the development of the SOCRATES system within the CSUC system, this conference provides a timely opportunity to obtain up-to-date on the progress being made in this field. Registration is \$25 and includes two lunches. Copies of the conference program, conference registration form, and hotel registration form are available in the offices of the school deans or may be obtained in Adm. 317.

☐ OPEN HOURS FOR VARIOUS CAMPUS FACILITIES ANNOUNCED

Information has been received from the facilities listed below of the hours which they will be open to Cal Poly students, faculty, and staff for Fall Quarter 1974:

Library

September 23-December 12

Classes

Monday-Thursday 7:45 am - 10:00 pm*
Friday 7:45 am - 5:00 pm
Saturday 8:00 am - 5:00 pm
Sunday 1:00 pm - 10:00 pm*

*Reserve study room only from 10 pm to 12 midnight

November 10-11

Veterans Day - Closed

November 28-29

Thanksgiving - Closed

December 13-January 5

Vacation

Monday-Friday 8:00 am - 5:00 pm
Saturday 9:00 am - 1:00 pm
Sunday Closed

December 21-22

Vacation - Closed

December 25

Christmas - Closed

December 28-29

Vacation - Closed

January 1

New Year's Day - Closed

El Corral Bookstore

September 23-25

Special Hours

Monday-Wednesday 7:45 am - 7:45 pm

Fall Quarter beginning
September 26

Classes

Monday-Friday 7:45 am - 4:30 pm
Saturday-Sunday Closed

Food Services

Fall Quarter beginning
September 23

Snack Bar

Monday-Friday 7:00 am - 4:00 pm
Saturday-Sunday Closed

Fall Quarter beginning
September 13

Burger Bar

Monday-Friday 10:00 am - 12 midnight
Saturday 10:00 am - 1:00 pm
Sunday 12 noon - 11:00 pm

Fall Quarter beginning
September 15

Ice Cream Parlour

Monday-Friday 11:00 am - 10:00 pm
Saturday-Sunday Closed

Fall Quarter beginning
September 23

Student Dining Room

Monday-Friday B 7:00 am - 9:30 am
L 10:30 am - 1:30 pm
D 4:30 pm - 7:00 pm
Saturday-Sunday B 11:00 am - 1:00 pm
D 4:30 pm - 6:30 pm

Fall Quarter beginning
September 16

Staff Dining Room

Monday-Friday 7:00 am - 4:00 pm
Saturday-Sunday Closed

Fall Quarter

Vista Grande Restaurant

Daily 11:00 am - 9:00 pm

(Continued on page 8)

☐ FACULTY PROFESSIONAL DEVELOPMENT PROPOSALS SOUGHT

In response to expressed concern of the Cal Poly faculty in a survey conducted during 1973-1974, the Academic Senate is requesting that individual faculty members contribute ideas and suggestions for a voluntary professional development project, according to Joseph N. Weatherby (Political Science), Chairman of the Academic Senate.

The Senate has identified "procedures and programs for faculty development" as one of its major priorities for the future, and in May 1974, authorized the appointment of an advisory committee for faculty development programs at Cal Poly. The committee's goals are to: (1) identify specific areas of interest to the Cal Poly faculty concerning professional development; (2) facilitate a program or programs appropriate to the needs of Cal Poly faculty; and (3) submit a proposal to the Center for Professional Development of The California State University and Colleges in the hope that additional assistance for campus efforts may be secured from the systemwide Center.

Systemwide interest in in-service development programs for faculty has recently been stimulated by the Center for Professional Development, established during the summer of 1974 by a grant from the Fund for the Improvement of Post Secondary Education. The Center has invited each CSUC campus to submit a campuswide proposal for professional development for its faculty, offering support to about five campuses which will be selected as participants in the Center's program.

Lead time provided under the grant to the Center is extremely short. Deadline for submission of campus proposals is October 15. Faculty members who have ideas are urged to send them to the Faculty Development Committee, Academic Senate Office, Tenaya 103, no later than this Friday (Sept. 27). Questions, or requests for further information may be addressed to any member of the committee: Thomas V. Johnston (Architecture), Barton C. Olsen (History), or Louis D. Pippin (Education). Also working with the committee are Charles Jiminez (ASI Representative), Hazel J. Jones (Vice President for Academic Affairs).

☐ OPEN HOURS (Continued from page 7)

Fall Quarter beginning
September 23

Vista Grande Cafeteria

Monday-Friday

B 7:00 am - 9:00 am

L 11:00 am - 1:00 pm

D 5:00 pm - 7:00 pm

Saturday-Sunday

Closed

Produce Store

Fall Quarter beginning
September 23

Regular Hours

Monday-Friday

12 noon - 5:45 pm

Saturday

11:00 am - 2:00 pm

Sunday

Closed

Health Center

Fall Quarter

Clinic Hours

Monday-Friday

8:00 am - 5:00 pm

Saturday-Sunday

Closed

Emergency Care Service - 24 hours/day - 7 days/week
(The Health Center is primarily for Cal Poly students. It is available to faculty and staff on an emergency basis only.)

☐ BEEF GROWERS WILL CONVENE AT POLY

"Beef Type Cattle for Today" will be the topic of a day-long conference at Cal Poly on Saturday (Sept. 28). The session is jointly sponsored by the California-Nevada Hereford Association, and the Animal Science Department at Cal Poly. Les Holden of Valier, Mont., a breeder, will offer the keynote address on "Beef Type for Efficient Meat Production."

The conference will include a type demonstration, demonstration of judging and reports on progress of the beef cattle evaluation center now being constructed at Cal Poly by Frank Fox (Animal Science) and on Total Performance Record steers by Ken Scotto (Animal Science).

☐ FRESNO GAME TICKETS ON SALE

A limited number of reserved seats for the Fresno-Cal Poly football game at Ratcliffe Stadium in Fresno at 7:30 pm Saturday (Sept. 28) are available from the business office of the Associated Students, Inc. Roy Gersten (ASI Director of Business Affairs) says student reserved seats on the east side are \$1. general reserved seats on the west side are \$4. Tickets will be available at the information desk in the University Union from 10 am to 2 pm, and in the business office at other times.

☐ FIRST AID CLASSES PLANNED

The 1974-75 First Aid Training Courses will begin on Wednesday (October 2) in the Health Center conference room. One complete class will consist of four consecutive Wednesdays from 3:30 pm to 4:30 pm. Subsequent classes will be run each month through the Fall, Winter, and Spring quarters on consecutive Wednesdays except where there are conflicts with academic holidays. Class sizes will be limited to 14 people. To sign up, contact Rey Pena (Business Affairs), Ext. 2172. Any questions should also be directed to Rey Pena.

☐ SUPPORT STAFF VACANCY LISTED

A vacant support staff position has been announced by S. Milton Piuma (Staff Personnel Officer). A description of the position and other vacancies are posted outside the Personnel Office, Adm. 110, ext. 2236. Contact the Personnel Office to obtain an application. Cal Poly is an Affirmative Action Employer. The position is:

Departmental Secretary I-B (\$634-770) PROMOTIONAL ONLY, Economics Department, School of Business and Social Science. Duties and responsibilities include performing general office duties including acting as receptionist for students, staff and visitors; filing; taking dictation; typing exams, correspondence and other instructional materials; maintaining student assistant payroll, monthly attendance reports, and departmental budget accounts; supervising two clerical assistants. Requirements: High school graduate, three years office experience, General Clerical Test administered to all clerical applicants, type 45 wpm, and take dictation 90 wpm. Closing date: October 1, 1974.



☐ Typewritten copy intended for the next issue of Cal Poly Report must be received prior to 12 noon on Friday (Sept. 27) in the Public Affairs Office, Adm. 210. Copy intended for Cal Poly Dateline, which replaces the "Coming Events" section of Cal Poly Report and is published separately on Thursdays, is due in the Public Affairs Office by 12 noon on Tuesday (Sept. 24).

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

Emile E. Attala (Computer Science and Statistics) attended the 1974 Western Electronic Show and Convention (WESCON) at the Los Angeles Convention Center Sept. 10-13. He also participated in the Data General User's Group Workshop held at the Los Angeles Convention Center at the same time.

Frank J. Hendel (Aeronautical Engineering) developed an air pollution prototype instrument that instantaneously records any acidic and/or alkaline constituents of air. The development of this versatile instrument required trips between Vandenberg Air Force Base, NASA Langley Research Center at Hamtton, Va. and Naval Weapon Center at China Lake, Calif. He also reviewed for John Wiley and Sons a manuscript for the third edition on Professor Krick's book entitled, An Introduction to Engineering and Engineering Design.

Emile E. Attala (Computer Science and Statistics) attended the summer conference of the Association for the Development of Computer-Based Instructional Systems (ADCIS) in Bellingham, Wash. Aug. 13-16. He was chairman of the mini computer session and presented a paper entitled, "Field Evaluation of a Mini Computer Learning Resource Aided System."

David M. Roach (Physics) has just received certification from the Graduate School of Oregon State University that he has completed all requirements for the Doctor of Philosophy degree in oceanography. Dr. Roach has been a member of the Physics Department faculty since 1966.

David V. Grady (Biological Sciences) has received certification from the registrar at the University of California, Los Angeles, that he has completed all requirements for the Doctor of Philosophy degree in microbiology. Dr. Grady has been a member of the Biological Sciences Department faculty since 1971.

Raul J. Cano (Biological Sciences) has just received certification from the Graduate Office of the University of Montana, Missoula, that he has completed all requirements for the Doctor of Philosophy degree in microbiology. Dr. Cano is a new member of the Biological Sciences Department faculty, beginning his assignment Fall Quarter 1974.

Linda Atwood (Chemistry) has received certification from the registrar at the Wesleyan University in Middletown, Conn. that she has completed all requirements for the Doctor of Philosophy degree. Dr. Atwood is a new member of the Chemistry Department faculty, beginning her assignment Fall Quarter 1974.

☐ OFF-CAMPUS POSITION VACANCIES

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

California State College, Dominguez Hills - Dean of Academic Administration (\$25,656-\$31,188, depending on qualifications). Doctorate plus at least three years favorable experience as an administrative officer in higher education and several years successful experience as a professor at the college level required. Must possess experience in management and have demonstrated ability in maintaining smooth and productive operations, be able to apply efficient controls, effective techniques for accountability, and effectively work with others. Deadline for application is Nov. 1, 1974, effective date of appointment is Feb. 1, 1975.

San Jose State University - Dean of the School of Education (\$25,656-\$31,188). Earned doctorate or equivalent, college or university teaching and administrative experience in an academic environment required, public school experience desirable. Deadline for application is Nov. 1, 1974, effective date of appointment is July 1, 1975 or Sept. 1, 1975.

San Jose State University - Dean of the School of Applied Sciences and Arts (\$25,656-\$31,188). Earned doctorate and evidence of scholarly achievement, college or university teaching, academic administration, and professional work experience in a related field required. Deadline for application is Nov. 1, 1974, effective date of appointment is Sept. 1, 1975.

encouraging notes

September 24, 1974

Faculty Released Time. Universities are not only sources of information, but all have at least one pus pocket of misinformation. One area of infection still exists even after massive doses of antibiotics, snail bait, and vitamin E: Faculty released time paid for by a grant. So this material is repeated from one of last year's Encouraging Notes.

Some years ago it was contrary to CAM to permit released time to do research even if a grant made the equivalent salary available to the department. This has not been true for three or four years, yet faculty often don't apply for grants because "they have been told" that released time is illegal. The clearest evidence that it is legal may be found in the Innovative Program sponsored by the Chancellor's Office. The most critical element in these proposals is the request for enough released time to do the job well. We have a number of such grants in progress and the professors are on released time. Not long ago one of our faculty members was on 100% released time on campus under an NSF grant to revise a curriculum. If you get discouraged, remember what Julius told Augustus: ad astra per aspirin.

* * *

New Location. The Office of Research Development is now in Administration 317 where the Coordinator, Dr. Howard Boroughs, is usually available afternoons. He has his same phone number: 546-2982.

* * *

Proposal Writing Guide. Copies of this pamphlet (with a subtitle: "A Guide for the Perplexed") are available in the Research Development Office. This guide, which was published last June and distributed to all faculty members, is a brief yet very thorough outline of the kinds of information usually included in any proposal, general regulations which apply to this campus, and steps to be taken in developing a proposal. Anyone who is seriously planning to submit a proposal should be aware of this guide. New faculty are welcome to call for a copy.

* * *

Support for New Research Tools Program. The National Endowment for the Humanities is funding programs for the production of such basic research reference works for the humanities as bibliographies, atlases, dictionaries, and catalogs. Although such proposals will probably involve cooperation and consultation with appropriate learned societies in the discipline, they may be originated by an educational institution. The deadlines are November 18, 1974, for projects scheduled to begin after September 1, 1975; and May 6, 1975, for projects scheduled to begin after January 1, 1976. More information may be secured from:

Research Tools Program
Division of Research Grants
National Endowment for the Humanities
Washington, DC 20506
(202) 382-5857

Deadlines

Open	Science and Engineering Technician Education Program NSF 74-18
Open	Cooperative Scientific Research Program, US-Israel Binational Science Foundation (BSF)
October 11	Student Science Training NSF 75-7
October 15	National Endowment for the Humanities: Summer Stipends and Fellowships
October 15	Rockefeller Foundation Humanities Fellowships
October 21	NATO Postdoctoral Fellowships NSF 75-13
November 1	Energy Related Postdoctoral Fellowships NSF 75-37
November 1	NEH Division of Education Programs: Project and Planning Grants
November 15	Scientists and Engineers in Economic Development Programs NSF 74-12
November 15	Student Originated Studies NSF 75-7
November 15	Technology Assessment in Selected Areas NSF 74-34
November 18	NEH Division of Research Grants; Fellowships in Residence for College Faculty; Support for New Research Tools Program
November 20	NATO Senior Fellowships NSF 75-14
December 2	Graduate Fellowships NSF 75-12
December 13	Instructional Scientific Equipment NSF 75-15
December 31	National Wildlife Federation, Environmental Conservation Fellowships

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Lead-time on Campus. The processing of any proposal to be sent off campus takes quite a bit of time for the necessary steps. Even though the originator of the proposal knows exactly what he wants to do and how he will carry out his project, the document must specify exactly what is to be done, what commitments the University is able to make, and how the project is to be managed financially. Since various services and offices must carefully review the proposal, sufficient time needs to be allowed. And even though the information about proposals and deadlines is often late in being published and arriving on campus, the Research Development Office ought to receive all off-campus proposals at least five working days before the mailing deadline. Our sister campus requires three weeks for processing, so count your blessings. Probably one of the best ways of assuring smooth processing is to consult with the Research Development Office as early in advance as possible.

* * *

Briefly Noted. Scientists and Engineers in Economic Development Program (NSF 74-12)-- Enables scientists and engineers to apply their experience in certain countries through teaching, research, seminars, lectures, and projects in the host countries. Grants provide up to \$15,000 plus air travel. Deadline: November 15, 1975.

US-Israel Binational Science Foundation--supports cooperative research in the natural sciences, agriculture, health sciences, mass transportation, energy, arid zone research, and environmental problems. Deadline: Open.