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PROGRAMS FOR NEW FACULTY, STAFF, AND STUDENTS WILL KICK OFF FALL QUARTER

A broad variety of familiarization and get-acquainted activities is planned for the next several days for members of the college student body, faculty, and staff. Occasion for the special activities will be Cal Poly's annual Week of Welcome (WOW Week) for new students and the traditional Faculty-Staff Conference.

Combined with registration for Fall Quarter classes on Wednesday (Sept. 16) and again on Friday (Sept. 18), they will occupy full attention of the campus community through next weekend. Classes will begin on Monday (Sept. 21).

Highlight of the program for members of the Cal Poly faculty and staff will come this Monday (Sept. 14), when President Robert E. Kennedy will address a session being planned for the campus stadium. Theme of his remarks and the conference will be, "Our Community." A ranch-style luncheon for the entire college faculty and staff will follow in Poly Grove on campus.

Also being planned for the some 120 new members of the college teaching and administrative faculty, as well as those who are returning for campus assignments, are discussions and meetings with deans, department heads, students, and other members of the faculty.

The orientation program for Cal Poly's faculty and staff and that for its student body will come together on Wednesday when advisement and signups for Fall Quarter classes will begin. Beside the registration sessions planned for Wednesday afternoon and all day Friday, advisement is scheduled to open Wednesday morning and continue through Friday.

Activities for the Week of Welcome program will actually open this Saturday (Sept. 12) and continue through next Saturday (Sept. 19). Planned are both social and academic events designed to help the more than 3,000 new students expected this fall to adjust to campus life and their studies as quickly and as easily as possible.

The students, who will all be assigned to WOW Clubs for the week-long student orientation program, are scheduled to participate in campus tours, several dances, visits in the homes of faculty members, a folk music concert, a beach party, a volleyball tournament, a barbeque in Poly Grove, and Cal Poly's first varsity football game of 1970.

In a more serious vein, an "Invitation to Thought" convocation, guidance testing, meetings with the college's academic deans and department heads, residence hall meetings, and a reception for the parents of new students are also scheduled.

In addition to the WOW activities that are centered on campus, some 300 of the new students will take part in WOW Camps at Camp Ocean Pines and Camp Pinecrest, both in the Cambria area. The program at the two camps opened today (Friday, Sept. 11) and will continue through Tuesday (Sept. 15).

CHANGES IN HIGHER EDUCATION NOTED, NEW PROGRAMS LISTED BY PRESIDENT

Ability to change is a key to academic relevance, according to Cal Poly President Robert E. Kennedy. This fall Cal Poly will introduce a variety of new programs aimed at keeping students up-to-date in careers ranging from ecology-oriented plant protection to media specialties in photo-journalism and broadcasting.

The 1970 Fall Quarter will be the first for new master's degree studies in engineering and business administration. They are in addition to graduate degrees previously offered in agriculture, applied mathematics, biological sciences, education, English, home economics, mathematics, and physical education.

New to the college's undergraduate degree programs this fall is a program leading to the bachelor's degree in transportation engineering. It brings to 42 the number of bachelor's degree curricula available to students at the college.

"The student's choice of studies at Cal Poly has continuously changed and expanded over the past 20 years," Dr. Kennedy noted. "We have seen subjects such as agriculture and engineering become progressively more specialized. There has been a similar development in science and communication."

Many of the degree majors at Cal Poly are designed so that a student may specialize by electing a specific group of courses in an option or concentration within his or her major program. Such flexibility of curriculum gives students an opportunity to pursue special interests.

"Undergraduate specialization is still frowned upon in some quarters of higher education, but Cal Poly continues to function in the belief that a student should experience courses in his major subject during his freshman year," Dr. Kennedy added.

"We hope that the student's involvement in practical aspects of a future career will help bring about a deep commitment to the field, or result in a decision to choose another area of endeavor," he noted. "We have been doing this for so long that it seems routine, but some other college presidents I speak with consider it one of the innovations in higher education."

This fall the college will offer the following Bachelor of Science and Master of Science Degree course concentrations for the first time;

- Concentration in Plant Protection under the BS degree in Crops Science.
- Concentration in Manufacturing under the BS degree in Mechanized Agriculture.
- Concentration in Management and Sales under the BS degree in Mechanized Agriculture.
- Concentration in Service and Teaching under the BS degree in Mechanized Agriculture.
- Concentration in Public Relations-Advertising under the BS degree in Journalism.
- Concentration in Photo Journalism under the BS degree in Journalism.
- Concentration in Broadcast Media under the BS degree in Journalism.
- Concentration in General Agriculture under the MS degree in Agriculture.

NEW COMPUTERIZED PLACEMENT SERVICE AVAILABLE TO CAL POLY STUDENTS

California State Polytechnic College in San Luis Obispo is one of 17 colleges and universities across the nation chosen to test a new, computerized aid to seniors and graduate students in their choice of employment interviews, it was announced today.

Known as GRAD II, the pilot program is being conducted by the College Placement Council (CPC), the non-profit organization best known for its College Placement Annual. The initial test of GRAD II was conducted successfully at Purdue University last year. The original GRAD program, limited to college and university alumni, has been in operation for several years.

According to Eugene A. Rittenhouse, director of placement and financial aid at the college, the experimental program will offer Cal Poly students an opportunity to see the full range of opportunities offered by employers participating in GRAD II. Student participation is free and entirely voluntary.

"GRAD II is expected to improve a recruiting situation which has been complicated by the fact that, for most students, there are many more interviews being offered with varying conditions of employment than they can possibly assess," Rittenhouse said.

"Even though jobs are not as plentiful as they have been in recent years," he continued, "the student still needs every help he can get in deciding which interviews to take.

"GRAD II should cut down on the number of wasted interviews on the one hand and on the other should bring to the attention of students some employment opportunities which might go overlooked without the benefit of this type of system."

Employer Job Descriptions

The Cal Poly placement officer explained that the process has already begun with the input of employer job descriptions. Immediately ahead is collection of information from students here and from other test campuses.

Special forms are available at the placement office. Using this form, which takes only a few minutes to complete, the student can indicate the factors which are important in his or her job search. Selector factors include field of interest, degree level, discipline, job function, type of employer, and geographical preference.

Subsequently a personal report of the matching between employer offerings and student qualifications will be distributed by the placement office to each student who has signed up for the program. The report will provide the student with names of participating employers sending interviewers to the campus and the dates of their scheduled interviews.

The student will follow the usual procedures in signing up for interviews. Where employers are not sending interviewers but are participating in the program, their names will appear on the print-out and the student will be encouraged to submit a resume to them by mail.

Officials of the College Placement Council emphasize that the GRAD II program does not confer special privileges upon participating students where their sign-up for interviews is concerned.

The only advantage to "matched" candidates is that the interviewers will be aware of their identity and may be expected to question them more concerning their qualifications. Unmatched candidates, as well as those who do not use GRAD II, will still be able to sign up for interviews of their choice.

(Continued on Page 6)

STAFF CLUB MEMBERSHIP DRIVE WILL OFFER PRIZES

A 1970-71 Cal Poly Staff Club membership card will provide faculty and staff members with an opportunity to win a dinner for two and overnight accommodations at the Madonna Inn, a second couple with the same arrangements at the San Luis Bay Inn, and a grand prize to be announced at a later date. Roger Bailey, membership drive chairman, announced the prizes today.

The Club's membership drive will begin during the Faculty-Staff Conference ranch barbeque luncheon in Poly Grove at noon on Monday, Sept. 14. Bailey says memberships will be available after that date through department representatives to be announced next week.

The Staff Club, an organization of Cal Poly faculty and staff members, has as its objective the enhancement of campus life. It provides opportunity for informal gatherings of faculty and staff and a weekly luncheon meeting featuring speakers who offer enlightenment on campus affairs. The membership fee is \$4.

The number of the 1970-71 membership card will be used to determine winners of the prizes.

REQUESTS ON MAILING, DUPLICATING SERVICES ISSUED BY GENERAL OFFICE SUPERVISOR

A series of requests designed to facilitate the mailing and duplicating services offered to faculty and staff members by the Business Affairs Division was issued last week by Mrs. Lucy Schmidt (Supervisor of the General Office). Mrs. Schmidt asked that:

- Those who use the mail room or campus mail system to deliver mail for the U. S. Post Office in San Luis Obispo provide a return address on all such mail. Doing so makes it easier to contact the sender if for some reason it becomes necessary.
- Those who order duplicating services from the Duplication Center indicate their department name, the exact instructions (i.e. to be run back-to-back, stapled, color of paper, etc.) on each duplicating order. That practice will make it possible to give better service and assure that work is charged to the proper account.
- Those offices and persons who have supplies of interdepartmental mail envelopes in excess of their current needs return them to the General Office so they can be reused.

FALL QUARTER PARKING PERMITS AVAILABLE FOR PURCHASE

Faculty and staff parking permits for the Fall Quarter are now available and may be purchased at \$9 each from the State Cashier, Adm-131C. Annual parking permits are available for Fall, Winter, and Spring Quarters at \$27. Parking enforcement will begin on the first day of classes.

Alternate parking permits are available at \$1. Approval of the director of business affairs must be secured for purchase of more than one alternate permit. Regardless of the number of alternate permits a person might have, only one of the vehicles can be on the campus at any one time.

COMING EVENTS -- COMING EVENTS -- COMING EVENTS

WOW Program -- Friday, Sept. 11, through Sunday, Sept. 20, campus and Camps Ocean Pines and Pinecrest near Cambria. Annual orientation and familiarization programs for new Cal Poly students; sponsored by the Associated Students, Inc.

Faculty-Staff Conference -- Monday through Saturday, Sept. 14-19, all day, campus. Annual pre-Fall Quarter conference program for members of the Cal Poly faculty and staff. See detailed program for information on individual events.

Fall Quarter Registration -- Wednesday, Sept. 16, 12 noon to 6 p.m., and Friday, Sept. 18, 8 a.m. to 6 p.m., Men's Gymnasium. Registration for Fall Quarter classes for new and graduate students on Wednesday and continuing students on Friday.

Varsity Football -- Saturday, Sept. 19, 7:30 p.m., Mustang Stadium. Opening game of 1970 season for Cal Poly's Mustang football varsity, Cal Poly vs. California Lutheran College. Tickets - reserved seats, \$3.50; adult general admission, \$2.50; student general admission, \$1.00; children general admission, 50 cents.

Fall Quarter Classes Begin -- Monday, Sept. 21, all day, campus. Start of Fall Quarter classes for all members of the Cal Poly faculty and student body.

Cal Poly Women's Club Bridge Section -- Monday, Sept. 21, 8 p.m., Dexter Library Building Room 129. First meeting of the fall session for the Bridge Section Members invited.

Cal Poly Women's Club Fall Tea -- Saturday, Sept. 26, 2 p.m., Staff Dining Room. Annual Fall Tea for Cal Poly Women's Club members and women who have just joined the college faculty and staff, or whose husbands have just joined. Members and guests invited.

Varsity Football -- Saturday, Sept. 26, 7:30 p.m., Mustang Stadium. Cal Poly vs. California State College at Hayward. Tickets - reserved seats, \$3.50; adult general admission, \$2.50; student general admission, \$1.00; children general admission, 50 cents.

SAVINGS ON FOOTBALL TICKETS AVAILABLE TO FACULTY, STAFF MEMBERS

Faculty and staff personnel can realize a savings of 50 per cent on purchase of 1970 season tickets for Cal Poly Mustang home football games when they purchase an Associated Students, Inc. associate membership. The \$10 associate ASI card entitles holders to not only purchase football tickets at reduced prices but admits the owners to all ASI-sponsored events such as concerts and drama productions at student prices.

With an associate membership card faculty and staff may purchase one season football ticket for \$7.50 and each additional ticket for \$10. Season tickets are priced at \$15 to the general public.

After a faculty or staff member has purchased an associate membership for five consecutive years, he or she receives the associate ASI membership free for as long as he or she remains on the faculty or staff of the college. Associate memberships and season football tickets are on sale now at the Temporary College Union.

Typewritten copy intended for the next issue of Cal Poly Report must be received prior to 12 noon Friday, September 18, 1970 in the Office of Information Services, Adm-210.

NEW TRAVEL-ON PREMISE INSURANCE COVERAGE AVAILABLE FOR STUDENTS

A new combined travel-on premise insurance coverage arranged by the Trustees of the California State Colleges and prepaid by Cal Poly's Associated Students, Inc., is now in effect and covering the college's students, according to Everett M. Chandler (Dean of Students).

The coverage is being provided by ASI as an added service to the student body and precludes the need for collection of advance deposits and completion of rosters prior to field trips, etc. In fact, the only local procedure necessary in case of an accident is the instructor's statement that the student(s) involved were on official, authorized travel sponsored by the college.

Additional information about the coverage, which provides up to \$5,000 accidental death and dismemberment and \$5,000 accidental medical expense, may be obtained from the Associated Students Business Office located in the Temporary College Union.

STAFF DINING ROOM WILL RETURN TO REGULAR HOURS TUESDAY

After having been closed for the summer and operating on an abbreviated schedule on Monday (Sept. 14), the Staff Dining Room will resume its regular 7 a.m. to 4 p.m. hours of operation on Tuesday (Sept. 15). Those hours will be in effect daily, except for weekends and holidays. Monday will find the dining room open from 7 to 9 a.m. and 2 to 4 p.m. for coffee and doughnut service only. Regular coffee and doughnut and luncheon service will be available beginning on Tuesday.

FACULTY, STAFF OFFERED HELP WITH CLASS REGISTRATION

Faculty and staff members who plan to enroll for classes during the Fall Quarter may obtain assistance with registration from the Registrar's Office. They are invited to complete their registration booklets and leave them at the Registrar's Office, Adm-219, before Sept. 14. Anyone who was not enrolled for classes during the Spring or Summer Quarters must clear through the Admissions Office before they can enroll for the Fall Quarter.

COMPUTERIZED PLACEMENT SERVICE (Continued from Page 3)

Similar print-out reports will also be provided employers and placement offices. Employers will be acquainted with the names of students matching their job descriptions.

The Cal Poly Placement Office will be advised of the various matches and in addition will be provided results of the weighting system which indicates the degree of match, enabling the placement officer to do a more realistic and meaningful counseling job with individual students, according to Rittenhouse.

The Cal Poly placement officer said more than 100 major employers are participating in the GRAD II pilot study on the 17 campuses chosen by the College Placement Council to represent a broad cross-section of higher education in terms of type, size, and geographical location.

HIGHER FEES FOR STUDENTS, FACULTY, AND STAFF SLATED THIS FALL

Higher fees for students, faculty, and staff will take effect at Cal Poly during the Fall and Winter Quarter. A summary issued last week (shown below) lists fee changes for campus parking; Associated Students, Inc., membership; facilities use; materials and services; and tuition for out-of-state and foreign students.

All of the revisions, except that for campus parking permits, affect college students only. The parking fee revision eliminates a special rate for part-time faculty, staff and students. Beginning next month all students, faculty, and staff who wish to park on campus will pay \$9 per quarter.

Although the various changes are the result of decisions made by various bodies and agencies, their effect will be to increase costs of attending college for the 12,000 students expected to enroll at Cal Poly during 1970-71.

For the average student registered for six or more units of study this fall, the total cost of basic fees, exclusive of campus parking, room, and board will be \$54. The same fees a year ago cost \$50. The greatest effect of the newly-announced fee increases will be on part-time students who are enrolled for less than six units of course work. They will pay a total of \$51 for basic fees this fall, compared to \$24.50 last fall.

(Continued on Page 8)

REVISED STUDENT, FACULTY, AND STAFF FEES FOR 1970-71

California State Polytechnic College, San Luis Obispo

<u>Fee</u>	<u>Those Affected</u>	<u>Current Cost</u>	<u>New Cost</u>	<u>Effective</u>
Parking Fee per quarter	students, faculty, and staff	\$9 for full-time \$4 for part-time	\$9 for everyone	Fall Quarter, 1970
ASI Membership per quarter	students enrolled for 6 units or less	\$4.50 for fall; \$3.50 for winter, spring, and summer	\$10 for fall; \$5 for winter, spring, and summer	Fall Quarter, 1970
Facilities Fee per quarter	all students	\$.50	\$2	Fall Quarter, 1970
Materials and Service Fee per quarter	all students	\$18 for 6 units or less; \$36 for more than 6 units	\$36 for all students	Fall Quarter, 1970
			\$26.50 up to 3.9 units; \$30 4.0 to 7.9 units; \$33 8.0 to 11.9 units; \$39 from 12 units up	Winter Quarter, 1971
Non-Resident Tuition (U. S. Citizen) per quarter	out-of-state students	\$20 per unit, \$297 maximum	\$25 per unit, \$370 maximum	Fall Quarter, 1970
Non-Resident Tuition (Foreign) per quarter	foreign students	\$5.75 per unit, \$85 maximum	\$13.50 per unit, \$200 maximum	Fall Quarter, 1970

OLIVER APPOINTED ACTING PRESIDENT AT CHICO STATE

Lew D. Oliver, former vice president for academic affairs at Chico State College, has been appointed acting president at the 10,000-student campus by Chancellor of the California State Colleges Glenn S. Dumke.

Dr. Oliver will serve until selection procedures are completed for a permanent president to succeed Robert E. Hill, who relinquished the position to become executive assistant to W. Clement Stone, Chicago philanthropist and Chairman of the Board of Combined Insurance Companies of America.

Initially, upon the announcement of President Hill's resignation July 18, Dr. Oliver was designated as vice president in charge. Chancellor Dumke said the title was changed to conform with a more typical designation of acting president.

INDUSTRY, PROFESSIONAL GROUPS BACK MEASUREMENT SCIENCE CONFERENCE

State-wide organizations concerned with the development of a measurement science degree program are supporting a conference on the subject to be held Nov. 6-7 at Cal Poly. Donald E. Morgan (Head of the Industrial Engineering Department) is chairman of the conference and wants the word spread in order to invite special papers on the topic.

A relatively new academic field, measurement science applies to inspection tools, standards techniques, and applications of physical measurement as used in agriculture, industry, and business.

The degree proposal and the conference are the outgrowth of state legislative action to authorize the State Department of Agriculture to set up a state standards and calibration laboratory. A special advisory committee to the department included in its recommendations the need for a baccalaureate degree curriculum in the field.

Among groups assisting Cal Poly in the developmental process, and in distributing the call for papers, are the American Instrument Society, American Society for Quality Control, California Association of Weights and Measures Officials, California Bureau of Weights and Measures, National Bureau of Standards, National Conference of Standards Laboratories, National Salesmen's Association, and Precision Measurements Association.

HIGHER FEES FOR STUDENTS, FACULTY, AND STAFF (Continued from Page 7)

Permits for vehicle parking on campus and out-of-state tuition are in addition to the basic fee structure, which includes a Materials and Service Fee, Facility Fee, Associated Students, Inc., membership, and College Union Fee.

A further change in the Materials and Service Fee, which will be \$36 per quarter for all students during the Fall Quarter has also been announced. The second revision will place that fee on a sliding scale ranging from \$26.50 to \$39 per quarter, depending upon the class load being taken, starting with the Winter Quarter in January, 1971.

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OPTIONAL CHECK DISTRIBUTION SYSTEM WILL BE AVAILABLE THIS MONTH

An optional system for distribution of payroll checks for state employees will be available for use this month, according to information provided recently to deans, division heads, department heads, and other supervisors by Donald S. Nelson (Director of Business Affairs).

Being referred to as an "early pay" procedure, the plan will be available, however, only to those departments and units where everyone participates in the optional system. Persons in those departments and units not participating in the new system will continue to receive their salary warrants in the Business Affairs Division Office, Adm. 114, on the first day of the new pay period.

Under the optional procedure, checks for departments and units will be batched. One or more representatives of the department or unit will be designated to go to the cashier in the Business Affairs Division at 4 p.m. on the last day of the pay period to pick up the warrants for distribution in the respective departments or units. If the last day of the pay period falls on a Saturday, Sunday, or holiday, the warrants will be released at 8 a.m. on the next scheduled working day.

The college business affairs director said a form requesting use of the new system must be completed by the department or unit supervisor and returned to the Business Affairs Division by the 20th of the month in order to have the checks processed and the new procedure instituted.

(Continued on Page 10)

STATE BOARD TAKES FAVORABLE ACTION ON TEACHER EDUCATION PROGRAMS

Two teacher education programs at Cal Poly have been reaccredited and two new programs in pupil personnel services and school supervision at the college have received initial accreditation from the California State Board of Education. Accreditation of the professional education programs was announced by President Robert E. Kennedy, who was notified of the board's action by State Superintendent of Public Instruction Max Rafferty.

The two new programs accredited by the board were those leading to the Standard Supervision Credential with Specializations in Elementary Supervision, Secondary Supervision, Elementary Principalship, and Secondary Principalship, and the Standard Designated Services Credential with Specialization in Pupil Personnel Services. Both were granted accreditation for three years, to June 30, 1973. That is the full term of accreditation for new programs.

Reaccredited for the full five-year term, to June 30, 1975, were programs leading to the Standard Teaching Credential with Specialization in Elementary Teaching and the Standard Teaching Credential Specialization in Secondary Teaching. Both have been offered at the college for more than 15 years.

Dr. Kennedy termed the State Board of Education's approval of the four Cal Poly graduate education programs "especially gratifying at this time." "It comes as an endorsement of the job our faculty and students are doing under the leadership of Dr. Walter Schroeder, head of our Education Department, and the important job our alumni are doing in schools throughout the state."

OPTIONAL CHECK DISTRIBUTION SYSTEM (Continued From Page 9)

Nelson pointed out that the success of the optional arrangement for distribution of payroll warrants will be contingent on their timely receipt on campus from the State Controller's Office in Sacramento. "If, as has occasionally happened in the past, they arrive too late," he said, "the checks will not be available to individual departments and units until the day following the end of the pay period."

Pay checks which are regularly banked by the cashier for employees will not be affected by the newly-announced procedure. They will continue to be handled as they have in the past.

Also announced by the Business Affairs Division this month was the list of pay period dates for the remainder of the 1970-71 college year. They are:

<u>Period</u>	<u>Inclusive Dates</u>
September, 1970	September 1 to 30
October, 1970	October 1 to 30
November, 1970	November 1 to December 1
December, 1970	December 2 to 31
January, 1971	January 1 to 31
February, 1971	February 1 to March 1
March, 1971	March 2 to 31
April, 1971	April 1 to 30
May, 1971	May 1 to 31
June, 1971	June 1 to 30

REMINDER ON PERSONAL USE OF TELEPHONES

A statement issued this week is being used by the Business Affairs Division to remind faculty and staff of the college of policy regarding use of campus telephones for personal matters. The statement quoted State Administrative Manual, Section 4533, which reads in part:

"State telephones are provided for the conduct of State business....

1. Personal long distance calls will not be made from State telephones unless arrangements are made with the long distance telephone operator at the time the call is placed to have the call billed to the caller's home telephone or to place the call 'collect.'
2. Personal long distance calls will not be made over State leased lines (ATSS).

PRESIDENTS BEING SOUGHT BY TWO SOUTHERN CALIFORNIA COLLEGES AND UNIVERSITIES

Candidates for the position of president are presently being sought by two colleges and universities in the Southern California area. The vacancies are at Chapman College in Orange and at University of San Diego. Information regarding both positions is available in the Placement Office, Adm-213, 546-2501.

OPENINGS ON SUPPORT STAFF LISTED BY PERSONNEL OFFICER

Twenty-four open positions on the support staff of the college have been listed by S. Milton Piuma (Staff Personnel Officer). All are posted in greater detail on the bulletin board in the Personnel Office, Adm-111, 546-2236. They are:

Clerical Assistant II-B (\$492-\$599), Computer Science and Statistics Department, School of Business and Social Sciences.

Clerical Assistant II-B (\$492-\$599), Economics Department, School of Business and Social Sciences.

Clerical Assistant II-B (\$492-\$599), Physics Department, School of Science and Mathematics.

Clerical Assistant II-A (\$457-\$556), Audio Visual Department, Academic Affairs.

Clerical Assistant II-A (\$457-\$556), Social Sciences Department, School of Business and Social Sciences.

Clerical Assistant II-B (\$492-\$599), School of Architecture.

Intermediate Account Clerk (\$228.50-\$265.00) (one-half time), Accounting Office, Business Affairs Division

Clerical Assistant II-B (\$492-\$599), Placement/Financial Aid Office, Student Affairs Division.

Parking Officer (\$535-\$651), Security, Business Affairs Division.

Clerical Assistant II-A (\$457-\$556), Accounting Office, Business Affairs Division.

Clerical Assistant II-B (\$492-\$599), History Department, School of Communicative Arts and Humanities.

Department Secretary I-A (\$505-\$614), Home Economics Department, School of Human Development and Education.

Senior Clerk (\$548-\$666), General Office, Business Affairs Division.

Equipment Technician I (\$710-\$863), Electronic Engineering Department, School of Engineering.

Clerical Assistant II-B (\$92-\$599), Journalism Department, School of Communicative Arts and Humanities.

Departmental Secretary I (\$517-\$628), Executive Dean's Office, Administration.

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EXTENSION COURSES WILL BE OFFERED IN SIX COMMUNITIES

Eight courses will be available in six San Luis Obispo and Northern Santa Barbara County communities when Cal Poly's recently-announced Extension Program begins operation later this month. The courses, scheduled in Arroyo Grande, Atascadero, Lompoc, Morro Bay, Paso Robles, and Santa Maria, will provide varied study opportunities for residents of the Central Coast area, according to Don M. Morris (Associate Dean for Continuing Education).

They will be in such diverse fields of study as professional education, ornamental horticulture, industrial technology, child development, history, biological sciences, and psychology.

Courses listed for the new Cal Poly Extension Program's first quarter of operation, with the teacher's name and the location, day, and time included, are:

- "Genetics" (Bio E305) -- Arroyo Grande Union High School, Monday 7-10 p.m., Pat C. Pendse (Biological Sciences Department).
- "Abnormal Psychology" (Psy E307) -- Atascadero State Hospital, Wednesday, 7-10 p.m. Robert Hiller.
- "Seminar in Supervision of Student Teachers" (Ed E590) -- Cabrillo High School, Lompoc, Wednesday, 7-10 p.m., Richard V. Jones (Education Department).
- "Ornamental Gardening" (OH E230) -- Morro Bay High School, Tuesday, 7-10 p.m., Thomas E. Eltzroth (Ornamental Horticulture Department).
- "Mexican History" (Hist E341) -- Paso Robles High School, Wednesday, 7-10 p.m., S. J. Maughan (Social Sciences Department).
- "Product Quality Control" (IT E341) -- Allan Hancock College, Saturday, 9 a.m. - 12 noon, Nelson Smith, III (Industrial Technology Department).
- "Afro-American Pre-School Child" (CD E301) -- Santa Maria High School, Tuesday, 7-10 p.m., William A. Smith.
- "The Culture of the Mexican-American Pre-School Child" (CD E302) -- Santa Maria High School, Tuesday, 7-10 p.m., David Sanchez (Head, Ethnic Studies Department).

Dr. Morris said the new Extension Program, first announced earlier this year, is designed to extend Cal Poly's educational programs and resources to residents of an extension service area encompassing San Luis Obispo, Santa Barbara, and Southern Monterey Counties.

"Being offered initially as a pilot program, it will primarily provide college courses for credit with Cal Poly faculty members serving as teachers," Dr. Morris added.

"Important in the selection and number of courses to be offered as the Extension Program develops are the education needs and interests of residents of the three-county area."

Fees of \$13.50 per unit per student and a minimum of 20 students per class are required to meet costs of the self-supporting program. All eight of the courses slated for the Fall Quarter will begin the week of Sept. 21 and continue through the week of Dec. 7. They will all offer three quarter units of credit.

MUSTANG GRIDDER'S WILL OPEN 1970 SEASON AGAINST CAL LUTHERAN

Members of Cal Poly's varsity football team will climax three weeks of pre-season preparation for their 1970 season next Saturday (Sept. 19) when they meet California Lutheran College's highly-regarded eleven in a game billed for 7:30 p.m., in Mustang Stadium.

Head Football Coach Joe Harper and his staff began the fall workouts on Aug. 28 with a turn-out of 66 men including 23 lettermen, several returning squadmen, a host of community college transfers, and a handful of graduates of last fall's Cal Poly frosh club. They are pointing to an improvement on their 7-3 and 6-4 won-lost records of the past two seasons.

Leading the Mustang charge during 1970 will be a quartet of talented seniors -- Joe Nigos, a 5-8, 160-pound tailback from Bakersfield; Mark Sindel, a 6-1, 230-pound middle guard from Salinas; Vic Ecklund, a 6-2, 210 offensive tackle from Fountain Valley; and Jon Silverman, a 5-11, 175-pound defensive back from San Francisco.

FALL TEA WILL OPEN WOMEN'S CLUB ACTIVITIES FOR 1970-71

The annual Fall Tea of the Cal Poly Women's Club will be held this year on Saturday, Sept. 26, from 2 to 4 p.m. in the Staff Dining Room. All wives of the faculty and staff, and women who are members of the faculty and staff, are invited to attend, according to the co-chairmen, Mrs. Warren Anderson and Mrs. William Horton.

First of the Women's Club's activities of the year, it will be a time for greeting old friends and meeting newcomers. Section chairmen will also be present at the tea to sign up members who wish to join the Club's special interest sections for the coming year.

The yearly membership drive will start with the tea. Dues of \$6 per year may be paid at the tea, or mailed to the treasurer, Mrs. Ralph Warten, 274 Highland Dr., San Luis Obispo. Deadline for receipt of dues from those who wish to be included in the Club's 1970-71 directory is Oct. 15.

NEW AIR TRAVEL LEGISLATION

President Richard M. Nixon has signed into law the airport and airways improvement legislation (PL 91-258) which raises the tax on air travel from 5 to 8 percent and eliminates all exemptions, including those for federal, state, and local government, for nonprofit organizations, and for colleges and universities. The act, which imposes the tax increase for 10 years, became effective July 1.

P E R S REPRESENTATIVE SLATES CAMPUS VISIT

Louis Larson, a Public Employees' Retirement System representative, will be on campus Oct. 20 and 21. Any employee who will be retiring in the near future and desires an appointment with Larson should contact the Personnel Office, Adm-111, within the next two weeks.

Typewritten copy intended for the next issue of <u>Cal Poly Report</u> must be received prior to 12 noon Friday, September 18, 1970 in the Office of Information Services, Adm-210.

STUDY OF TRANSFER STUDENTS SLATED BY CALIFORNIA STATE COLLEGES

A study relating to the increased proportion of students transferring to The California State Colleges as juniors and seniors has been initiated by Chancellor Glenn S. Dumke. The study will attempt to answer this question: Are present admission standards for transferring to a state college at the junior and senior level selecting students who are likely to succeed?

Related to this are two additional questions:

1. Are students who transfer to a state college as juniors or seniors as well prepared for upper level work as juniors and seniors who started at a state college as freshmen?
2. Are students who transfer into a state college as juniors or seniors, but who would have been ineligible to enter as beginning freshmen, as successful as students whose entire higher education has been in a state college?

State colleges presently admit transfer students with a minimum grade point average of "C" in at least 60 units of college credit, regardless of whether they would have been eligible as beginning freshmen. (To be admitted as a freshman, a student must rank in the top one-third of his high school graduating class.)

The study will compare records between students who enrolled initially in a state college with a 10 per cent sample of 26,027 upper division (junior and senior) transfer students who entered in Fall 1969.

During the past six years upper division transfers to The California State Colleges have increased 92 per cent," Dr. Dumke said. "Current projections indicate that this trend will continue."

PROCEDURES FOR SCHEDULING CONFERENCE ROOMS WILL CHANGE

Procedures for scheduling use of campus conference rooms changed on Sept. 1 following approval of revisions recommended by the college-wide Space Allocation Committee. Affected by the changes in Section 233 (E) of the College Administrative Manual, which covers use of such rooms, will be uses throughout the day, as well as during the evening hours.

E. Douglas Gerard (Executive Dean), who announced the revisions, said reservations for uses of conference rooms between 8 a.m. and 5 p.m., Monday through Friday, should now be made through the Office of the Associate Dean, Educational Services. Rooms available for use during those hours include Erhart Ag-138, Erhart Ag-241, CSc-115B, GA-101, GA-207, Lib-128, M&HE-152, MPE-122, and MSD-125. Reservations of conference rooms for uses after 5 p.m. may be made through the Student Activities Office. Rooms available during that time are Erhart Ag-138, Erhart Ag-241, GA-101, GA-207, Lib-128, MPE-122, and MSD-125.

The changes in procedures will be included in College Administrative Manual revisions presently being prepared for distribution to those persons and offices holding copies.

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

Harold J. Watson (Chemistry Department), a veteran member of the Cal Poly faculty, has been elected a fellow of the American Institute of Chemists. Selection of Dr. Watson, a former research chemist for Dan River Mills and Texaco, Inc., was announced last month in New York City. The American Institute of Chemists, with some 7,400 members, is the only chemically-oriented American organization whose principal purpose is to develop the professional and economic status of chemists and chemical engineers.

Catherine Nolan (State Cashier) is recuperating in San Jose after open-heart surgery performed in July. She wishes to publicly express her gratitude to all those who contributed to the Cal Poly account in the Tri-Counties Blood Bank, which provided the replacement blood used in the operation. Miss Nolan, who says "it's nice to receive mail when you are sick or low," would like to hear from her friends at Cal Poly. Her mailing address is c/o Mr. R. L. Brown, 4344 Belvedere Dr., San Jose.

Lloyd Beecher (History Department) has received notification of completion of all requirements for his Doctor of Philosophy Degree in history from University of Georgia. Dr. Beecher joined the college faculty last fall after having been a teaching and graduate assistant at California State College at Fullerton and at Georgia.

Frank J. Hendel (Aeronautical Engineering Department) is one of 32 contributors to the newly-published Handbook of Tables for Applied Engineering Science. Produced by the Chemical Rubber Company of Cleveland, Ohio, the 952-page volume was released for distribution this summer after more than three years of preparation. Dr. Hendel provided special material for the book's "Energy Engineering and Transport" section. He is a former consultant and engineer for North American Rockwell Company and Jet Propulsion Laboratory and has been involved in several National Aeronautics and Space Administration projects.

Sing Chou Wu (Computer Science and Statistics Department) has completed all requirements for his Doctor of Philosophy Degree at Colorado State University, according to information received on campus early this month. Dr. Wu, who joined the college faculty last year, formerly taught in Taiwan and was a laboratory teacher and teaching assistant at Utah State University and Colorado State.

The Vascular Plants of San Luis Obispo County, a 500-page book by the late Robert F. Hoover, has been released by the University of California Press. Including descriptions of 1,287 native species and 296 introduced species, the volume is well-illustrated. Dr. Hoover, who retired in 1969 after having been a member of the Cal Poly biological sciences faculty since 1946, died early this year following an illness.

Walter M. Cunningham (Social Sciences Department) sends word from Arcadia, where he is residing while on leave during 1970-71, that he is recuperating from a series of heart attacks suffered recently. Dr. Cunningham, who is living at 860 Balboa Dr., Arcadia, 91006, expects to return to his campus assignment next fall.

Keith E. Nielsen (Speech Department) has received notice that all requirements for his Doctor of Philosophy Degree in speech have been completed at Michigan State University. Dr. Nielsen, a member of the Cal Poly faculty since 1959, has been on leave the past two college years while involved in graduate study at Michigan State.

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PLANS FOR SATURDAY MORNING REGISTRATION SESSION CLARIFIED

Plans for the special registration session for students who were unable to complete their class schedules during the regular registration on Wednesday (Sept. 16) afternoon and Friday (Sept. 18) were clarified this week by F. Jerald Holley (Director of Admissions and Records).

Holley said students needing help with their class programs should be directed to the offices of their individual instructional departments. School deans and department heads will be on duty in their offices between 9 and 11 a.m. to help the students who need assistance.

REGULAR PUBLICATION SCHEDULE FOR "REPORT" WILL RESUME SEPT. 22

With the publication of this special "back-to-school" issue, Cal Poly Report completes its abbreviated summer schedule. Resumption of the weekly schedule that will find editions being issued each Tuesday classes are in session during the Fall, Winter, and Spring Quarters, will begin with the issue of Sept. 22. Regular deadline for receipt of type-written copy for Cal Poly Report is 12 noon on the Friday preceeding publication.

THE CALIFORNIA STATE COLLEGES
Office of the Chancellor

NEWS RELEASE -- FOR IMMEDIATE RELEASE, August 18, 1970

LOS ANGELES -- Far-reaching changes in the processing of student discipline cases are in effect on the 19 campuses of The California State Colleges through an Executive Order by Chancellor Glenn S. Dumke.

The changes are contained in the first student disciplinary procedures ever implemented systemwide in the State Colleges. They are designed to assure fairness, promptness and finality in disposing of conduct charges involving students.

A principal innovation will be appointment of qualified attorneys serving under contract as impartial hearing officers. They will study evidence in major cases and present findings and recommendations to Presidents of the Colleges.

The procedures make specific the placement of final campus authority with the Presidents, whose decisions are subject to review by the Chancellor and the Board of Trustees.

Clarifications are made in the procedures on issues of financial aid to students charged with conduct offenses, and relationships of campus proceedings in instances where students are charged with similar offenses in the courts.

Also in the procedures are definite assigned responsibilities for gathering evidence, for notifying students charged with offenses and for conduct of disciplinary proceedings.

The procedures supersede all previous processes that have applied to student discipline on the campuses. These processes, though varying among the Colleges, typically have included committees and panels to hear charges and appeals.

"It is unfortunate that special procedures in the area of student conduct ever have been needed in higher education," Chancellor Dumke said. "The assumption -- which has always held true for the vast majority -- is that students enroll to study and learn, to better themselves and society, within a framework of reasonable rules.

"However, such procedures have, of necessity, evolved through the history of academic institutions. And it is in recent years, especially, that many of them have been shown as inadequate and at times unwieldy in the onrush of events.

"It is proper for students charged with offenses to receive a just and prompt disposition of charges. It is also proper for Colleges to make this disposition without encumbering large numbers of personnel in processes that, in instances, have been prolonged, overlapping and uncertain in terms of final authority.

"The new procedures are designed to minimize such problems. They have been assembled through helpful consultation with Presidents of the State Colleges and student representatives.

"I regard them as a significant development in this country in affording just and equitable measures that will greatly improve the handling of allegations of student conduct."

Dated August 14, 1970, the procedures are embodied in Executive Order 109 by Chancellor Dumke. They become operative upon receipt by Presidents of the order, along with the procedures themselves and an accompanying commentary by Norman Epstein, Vice Chancellor and General Counsel.

Implementation results from a July 14, 1970, resolution by the Board of Trustees. The resolution states, in part, that "The Chancellor shall prescribe, and may from time to time revise, a code of student disciplinary procedures for The California State Colleges...."

The procedures provide for interim suspension of students pending hearings on conduct charges, three types of hearings that may be held, sanctions that may be imposed, and time allotments for the processing of cases.

Interim suspensions, pending the start of hearings, may be imposed whenever a President "determines such action to be required in order to protect lives or property and to insure the maintenance of order."

A staff member -- identified in the procedures as a "Coordinator" but whose actual title may vary among campuses -- will recommend to Presidents which of three types of hearings should be held. These are:

1. Informal office hearings by an administrative officer. Generally, these would involve allegations of lesser offenses.
2. By a hearing officer under contract with the College. In general, these would involve more serious cases.
3. By a residence hall committee in the case of charges of conduct violations in residence hall facilities where the infraction charged, as determined by the Coordinator, does not involve a possible suspension or expulsion.

Hearing officers will be attorneys admitted to practice law in California who are qualified by professional experience in presiding at judicial or quasi-judicial adversary proceedings, or who have been members of the California State Bar at least five years. They will hold no employment or contract (other than as a hearing officer) with any State College during their period of service.

Chancellor Dumke will appoint hearing officers for the Colleges. Initially, however, the Executive Order designates hearing officers of the State Office of Administrative Procedure.

The procedures specify that action "shall go forward regardless of possible or pending other administrative, civil or criminal proceedings arising out of the same or other events."

Hearings will be closed except to the hearing officer, the student charged and the Coordinator, a single adviser for each of them, a person designated to record the hearing, and witnesses while they are presenting evidence.

A student's adviser may be an attorney if proper advance notification is given. The procedures also provide for consolidated hearings where more than one student is charged with conduct arising from a single occurrence or from connected multiple occurrences.

"The student will not be required to give self-incriminating evidence, and no inference of his guilt shall be drawn by reason of his not giving evidence on this ground," a section of the procedures states.

Hearing officers will report only to Presidents of the State Colleges. Normally, hearings are to be within seven days after students are notified of charges, and hearing officer findings are to be submitted within two business days of the termination of a hearing.

The President may consider the report of a hearing officer directly, or may establish a campus committee to review hearing officer recommendations on the type of discipline, if any, to be imposed.

Presidents, under the procedures, have these options: They may take the action recommended by a hearing officer; they may adopt a lesser sanction; they may, if necessary, refer the matter back to the hearing officer for further findings on specified issues; or, after a review of the record, they may adopt a more severe sanction.

The Presidents normally shall render decisions within three working days of receipt of recommendations of a hearing officer. An additional three days is normally allotted in cases that go to review committees.

Students may be expelled, suspended, placed on probation, or given a lesser sanction under provisions of the California Administrative Code adopted in previous years by the Board of Trustees.

Those who are expelled or suspended on the basis of conduct which disrupted the orderly operation of the campus or any State College facility may be denied access to all or any part of the campus or facility:

In the case of expulsion, for up to one year.

In the case of suspension, for a period up to the period of the suspension.