

*Staff***BULLETIN***California State Polytechnic College*

Volume 18, Number 13

San Luis Obispo

November 28, 1967

DISCRIMINATION STUDY COMMITTEE SLATES OPEN HEARING

An open hearing for the purpose of hearing from members of the faculty and student body who have information they would like to present has been scheduled for Thursday (November 30) evening by the campus Discrimination Study Committee. Dean of Students Everett M. Chandler, who is chairman of the group, said the meeting, which will begin at 7:30 p.m. and take place in Room 126 of Dexter Memorial Library, will be informal so that anyone presenting information will feel at ease.

Dean Chandler said the committee is studying possible discrimination because of race, sex, religion, or ethnic origin reasons. If such discrimination is found, the committee will recommend corrective steps. Those having information or who know of instances of discrimination are urged to appear before the committee. Others who know someone else who has pertinent information of such instances are invited to urge them to appear.

PREPARATION FOR COMPUTER CONCEPTS SEMINAR CONTINUES

Preparation for a Computer Concepts Seminar for members of the college faculty and staff, scheduled for December 7, is continuing, according to William O. Buschman, director of automatic data processing services. The seminar will take place in Room E-27 of the Science Building, with sessions planned for 1:00 to 5:00 and 6:00 to 9:00 p.m. Those planning to attend should arrange to be present for both sessions, Dr. Buschman said.

Being planned as a beginning seminar for people who are not presently familiar with data processing or computer programming, the seminar will be presented by William J. Gemar, a senior instructor for the Management Computer Concepts Educational Program of International Business Machines Corporation. Those expecting to take part are being asked to notify Dr. Buschman by calling his office and leaving their name, if they have not already done so.

PLANS FOR ALUMNI GATHERINGS IN SAN JOAQUIN VALLEY ANNOUNCED

Cal Poly alumni and friends in the Bakersfield and Fresno areas will honor President Robert E. Kennedy at dinner meetings being planned for the evenings of December 5 and 6. Accompanying Dr. Kennedy at the gatherings will be Acting Dean of Agriculture J. Corder Gibson. Those wishing to obtain additional information about either of the meetings may do so by contacting the Alumni and Community Affairs Office, Room 210A, Administration Building.

ENROLLMENT PLANNING RESPONSIBILITY ASSIGNED TO ACADEMIC COUNCIL

President Robert E. Kennedy has announced his endorsement of a proposed revision of procedures for annual determination of enrollment totals by major department within overall college limits imposed by availability of facilities, staff, and budget. The newly approved procedures assign primary responsibility for enrollment allocations and for administration of the enrollment program to the Academic Council and Academic Vice President Dale W. Andrews.

Budgeted enrollment totals have in recent years been distributed to the major departments through a procedure which included the following steps: (1) Initiation of enrollment targets by the Planned Enrollment Growth Committee; (2) Review and recommendation of target figures by the Executive Council and the Faculty-Staff Council; (3) Approval by the president; (4) Implementation and administration by the Enrollment Operations Committee. The new procedures eliminate the necessity for both the Planned Enrollment Growth and Enrollment Operations Committees.

The new procedure is summarized as follows:

1. Target enrollment figures for the regular academic year will be established annually by the Academic Council and approved by the academic vice president. The director of institutional studies will be responsible for preparation of tentative target projections for all schools and departments as a starting point each fall, and he, along with the associate dean, admissions and records, should be invited to sit in on Academic Council meetings when the subject of the discussion is establishment and/or modification of enrollment target figures.
2. The academic vice president will forward the approved projections to the President's Council and the Faculty-Staff Council annually for review. Either of these bodies may initiate proposals for revision of the established target figures, but authority to modify them remains with the Academic Council and academic vice president, subject to veto only by the president.
3. The president shall be informed by the academic vice president of all actions taken by the Academic Council and himself on the subject of enrollment target figures, with copies of the information being made available to the administrative vice president; the associate dean, facility planning; and the business manager.
4. The time schedule for setting enrollment target figures will be established by the Academic Council with the advice and guidance of the director of institutional studies.

FACULTY, STAFF INVITED TO COFFEE HOUR FOR RETIRING EL CORRAL MANAGER

Duke Hill, whose retirement after having been manager of El Corral Bookstore for the past 11 years becomes effective December 31, will be honored during a coffee hour being planned for December 6, between 2:00 and 4:00 p.m., in the Staff Dining Room. Members of the college faculty and staff who wish to are invited to drop by during that time and wish Hill well on his retirement.

DEADLINE FOR ARTICLES APPEARING IN NEXT WEEK'S STAFF BULLETIN IS FRIDAY NOON

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

Lyman Bennion, who retired earlier this year after having been head of the Animal Husbandry Department for many years, will be honored by alumni of Cal Poly at a dinner which will take place Saturday (December 2) evening at the Tehama County Fairgrounds in Red Bluff. The dinner is being planned in conjunction with activities of the annual Red Bluff Bull Sale.

Marjorie Cass, Education, a member of the college faculty since 1957, is among those included in the fifth edition, 1968-69, "Who's Who of American Women," which became available recently.

Funeral services for George M. Mead, Custodial Department, were held last Tuesday (November 21) morning in Reis Colonial Chapel, San Luis Obispo. Mead, who died at his home November 19, had been a member of the college staff since July, 1964. He was a custodian in the Business Administration and Education Building prior to his death.

Alpha Zeta national honorary agricultural fraternity has selected Cal Poly as the site for its regional conclave being planned for December 15-16. Students representing chapters at colleges and universities in Washington, Oregon, Nevada, New Mexico, Utah, Idaho, Colorado, Wyoming, and California are expected to attend the three-day-long gathering.

John Stechman, Animal Husbandry, attended the Tall Timbers Fire Ecology Conference held at Hobergs November 8-10, and the American Society of Range Management's California Section meeting November 15-17 in Chico. Stechman is in his second year as a member of the society's executive council.

Six Vietnamese agricultural educators will study vocational agriculture instruction methods at San Joaquin Valley schools and at Cal Poly this week. They began their trek yesterday (Monday, November 27) at Exeter and are slated to visit Madera, Hanford, and Coalinga before arriving on campus Thursday (November 30). James Merson, retired head of the Agricultural Engineering Department, is leading the group's tour this week.

MERIT AWARDS SUGGESTIONS FROM STATE COLLEGES LAG

Although the numbers and rate of suggestions adopted are standing up well, the number of suggestions received by the state Merit Awards Board from faculty and staff of the California State Colleges is lagging badly, according to information received on campus recently. Figures for the first five months of 1967-68 reveal that but .9 suggestions have been submitted per CSC employee to place the college system well down among the state agencies.

Any employee wishing to do so is invited to make suggestions for procedures, forms, or machines that might contribute to savings of either time or materials. Those deemed to be especially worthy of recognition may be rewarded by cash awards and others are honored by commendation certificates. Members of the faculty and staff wishing to learn more about the MAB's recognition program are invited to contact the Business Management Division.

DEADLINE FOR ARTICLES APPEARING IN NEXT WEEK'S STAFF BULLETIN IS FRIDAY NOON

COMING EVENTS -- COMING EVENTS -- COMING EVENTS

Books at High Noon -- Tuesday, November 28, 12 noon, Staff Dining Room. George L. Brand, editor of "San Luis Obispo Telegram-Tribune," will discuss "How to Read a Newspaper." Public invited.

Faculty Sub-Council of Faculty-Staff Council -- Tuesday, November 28, 3:00 p.m., Staff Dining Room. Meeting of Faculty Sub-Council. Members of faculty and staff invited.

Varsity-Frosh Basketball -- Tuesday, November 28, 8:00 p.m., Men's Gym. Annual game between varsity and frosh basketball teams sponsored by campus Block P Society. Tickets \$1.00 for public, \$.50 for students and children.

Cal Poly Women's Club Newcomers Section -- Wednesday, November 29, 8:00 p.m., Room 123, Mathematics and Home Economics Building. Nancy Poole will give a program on Christmas table centerpieces and exchange of Christmas recipes. Members invited.

California College and University Faculty Association -- Thursday, November 30, 11:00 a.m., Room 213, English Building. Meeting for discussion of insurance plans. Faculty invited.

Cal Poly Staff Club -- Thursday, November 30, 12 noon, Staff Dining Room. Harry Scales will speak on "School Dropouts." Faculty and staff invited.

CAHPER High School Basketball Tournament -- Thursday, Friday, and Saturday, November 30-December 2, afternoons and evenings, Men's Gymnasium. Annual high school basketball tournament for teams from San Luis Obispo, Atascadero, Morro Bay, Arroyo Grande, and Santa Maria areas sponsored by campus chapter of the California Association for Health, Physical Education, and Recreation. Tickets \$1.00 for adults, \$.50 for students and children.

Home Economics Speaker -- Thursday, November 30, 7:00 p.m., Theater. Dr. Doris H. Calloway will discuss "Space Foods" during program sponsored by Home Economics Department. Public invited.

Discrimination Study Committee -- Thursday, November 30, 7:30 p.m., Room 126, Dexter Memorial Library. Open hearing on campus instances of discrimination. Faculty, Staff, and students invited.

Powder Puff Football -- Wednesday, November 29, 8:00 p.m., Mustang Stadium. Women's football game sponsored by Women's Recreation Association. Tickets \$.50 for adults, \$.25 for students and children.

Pottery Sale -- Saturday, December 2, 9:00 a.m. to 1:00 p.m., patio of Engineering West Building. Annual pottery sale by student Art Club. Public invited.

Cal Poly Women's Club General Meeting -- Saturday, December 2, 12 noon, Monday Club, San Luis Obispo. Members invited, tickets priced at \$1.85 each may be purchased from club's section chairmen.

Cal Poly Women's Club Walking Section -- Tuesday, December 5, 9:00 a.m., College Square Bank of America, San Luis Obispo. Meet for a walk in the College Highlands area of San Luis Obispo. Members invited.

Books at High Noon -- Tuesday, December 5, 12 noon, Staff Dining Room. "A Choral Reading," presented by oral reading students of English and Speech Department under direction of James R. Emmel. Public invited.

CANDIDATES FOR LIBRARY ASSISTANT POSITION BEING SOUGHT

Candidates for a vacant Library Assistant I position on the staff of the library are being sought by the college Personnel Office. Previous library experience is required for the position, but a degree in either social or political science will be considered in lieu of such experience. Those interested in applying or obtaining further information are invited to contact the Personnel Office, Room 110, Administration Building.

FAIRNESS BOARD PROCEDURES OUTLINED

Procedures in connection with the campus Fairness Board, which is now ready to begin operations, have been outlined and are included as an attachment to this issue of "Staff Bulletin."

61 NATIONS REPRESENTED AMONG FOREIGN STUDENTS

Nearly 400 students from 61 foreign countries are currently enrolled in 35 instructional departments on campus. Of the 393 foreign students studying here, 62 hail from Iran, the largest enrollment from any single foreign country. Other nations with significant numbers of students on campus are Pakistan with 27; Republic of South Vietnam, 26; Hong Kong, 25; and Nigeria, 25.

EL CORRAL BOOKSTORE ANNOUNCES SPECIAL BOOK BUY

Members of the college faculty and staff looking for Christmas gifts for either children or adults may want to check the book specials presently being featured at El Corral Bookstore. M. E. Farley, manager of the campus store who announced availability of the special offering, said the books would be available through close of the Fall Quarter.

DEADLINE FOR ARTICLES APPEARING IN NEXT WEEK'S STAFF BULLETIN IS FRIDAY NOON

FAIRNESS BOARD PROCESS

Problem originates between student and Cal Poly

Student and/or his faculty representative takes his problem through appropriate line channels* for resolution

Student feels that problem has not been properly understood or resolved

Student formulates a written complaint:

- A. States complaint
- B. Gives background of details
- C. Indicates witnesses that may be called
- D. Attaches relevant documents

Submits to any member of the Fairness Board

Before complaint is accepted, Fairness Board member may refer student back to a line channel that has been overlooked, or to other student resources of the college, such as Health Center, Counseling Center, etc.

Fairness Board reviews complaint and declares the complaint to have:

MERIT

Board hears plaintiff and defendant.
If a resolution of problem occurs,
Fairness Board hearing ceases.

If complaint is unresolved, Fairness Board declares the case "inequitable" and may take the complaint to the Chairman of the Faculty-Staff Council.

NO MERIT

Student and/or faculty representative may rebut with new evidence

Merit

No Merit

EXAMPLE OF LINE

* CHANNELS: Instructor
Advisor
Department Chairman
Dean of School, etc.

NOTE: Complaints regarding race, creed, color or sex are to be referred to Discrimination Study Committee

MEMBERS OF FAIRNESS BOARD:

Student Representative -
Robert Nichol
Agriculture - Leo Sankoff
Applied Sciences - Robert Holmquist
Engineering - Joy Richardson
Student Personnel - Louis Lewellyn
Applied Arts - Gretchen Streichert

PLACEMENT OFFICE
California State Polytechnic College
San Luis Obispo, California

EMPLOYMENT INTERVIEWS ON CAMPUS
December 4-8, 1967

Sign in advance for appointments and obtain application blanks in the Placement Office, Adm 213. Informational literature provided by employers is available and should be reviewed carefully prior to employment interviews.

CITIZENSHIP REQUIREMENTS: A single asterisk (*) indicates the company will interview candidates currently possessing a Permanent Resident Visa.

A double asterisk (**) indicates there are no citizenship requirements.

If there is no asterisk designation, the company has specified that it requires United States citizenship.

Monday
Dec 4

LONG BEACH NAVAL SHIPYARD

Paul O. Oien, chief combat systems engineer; Robert Cole, assistant chief design engineer; William Hardie, personnel staffing specialist; and John Bowden, personnel staffing specialist, will interview seniors in all engineering majors.

Areas of engineering assignments: solving engineering problems connected with Naval vessels, their machinery and equipment, including weapon systems. Challenging assignments from design through fabrication and work methods evaluation to actual testing and evaluation of the final product with special interest in ship structural design, shipboard electrical systems design, shipboard electronics systems design (sonar, radar and radio), shipboard electronics and missile systems evaluation, ship propulsion and piping systems design and shipboard ventilation and air conditioning systems design.

Monday
Dec 4

UNITED STATES STEEL, USS Farm Service Centers

and

Tuesday
Dec 5

Alan K. Kindle, general manager, and Joseph M. Oberst, area manager, Idaho/Oregon Operations, will interview candidates in all agriculture majors for permanent, salaried positions as fieldmen in retail fertilizer distribution outlets in Idaho and Colorado (relocation preference granted).

United States Steel is expanding its Intermountain network of farm service centers now encompassing seventeen units from Colorado and Western Nebraska to Idaho and Eastern Oregon. These centers are principally engaged in the marketing of dry bulk blended fertilizers and anhydrous ammonia for direct sale to growers. Fieldmen positions are essentially a training ground for rapid advancement to management for those exceptionally successful in their beginning assignments.

Monday
Dec 4

AMERICAN NATIONAL RED CROSS

and

Mrs. Barbara Whitman, personnel recruiter, will interview seniors in Bus Adm, PE and Soc Sci.

Tuesday
Dec 5

This philanthropic organization seeks case aides, case workers, recreation workers and representatives for work in the United States and overseas. Worldwide mobility is a requirement.

Monday
Dec 4

U.S. NAVY

thru

Lt. Roy Brugman, assistant officer programs officer, and LCDR James Martin, aviation programs officer, will be in the Snack Bar between 10 am and 2 pm. Men interested in the Navy's officer programs are invited to stop by and investigate the opportunities offered.

Wednesday
Dec 6

The expansion of naval aviation has necessitated the development of several programs offering young men flight training as pilots or as officer aircrew members. Upon successful completion of training, these young men will be rewarded with designations as naval aviators or as naval flight officers.

Although the Navy now requires applicants for any officer program to have a Bachelor's Degree, there are several programs available for the student during his last two or three years of college. These programs are available in both the aviation and surface fields. Participation in one of these programs would allow the applicant to receive his commission upon graduation with a Bachelor's Degree.

Tuesday
Dec 5

PACIFIC STATES STEEL, Union City, California **

Kenneth Steadman, personnel manager, and Bill Conley, plant engineer, will interview seniors in ME and EE for positions as junior mechanical or junior electrical engineer.

Pacific States Steel is a steel manufacturing plant with four open hearths, a fabricating division and a foundry division. This independent company employs about 1,500 people.

Tuesday
Dec 5

UNITED CALIFORNIA BANK

Harry S. Fegley, Jr., assistant cashier, will interview seniors in all majors interested in career opportunities in banking.

United California Bank maintains 195 branch offices throughout the State of California.

Wednesday
Dec 6

AIRCO PACIFIC, Division of Air Reduction Company, Inc., Emeryville, California

L. J. Fife, general manager, Distributor Sales, and C. B. Robinson, manager, Distributor Training and Process Engineering, will interview seniors in EE and ME.

AIRCO's products include cyrogenic and industrial gases, acettkebe-carbide, rare gases, gas and arc welding equipment and accessories, inert gas arc welding equipment and accessories, electrodes-supplies and Jackson products.

Wednesday
Dec 6

LOS ANGELES CITY SCHOOL DISTRICT

Mrs. Theresa Harris and Mrs. Marion Elliott will interview teaching candidates prepared for teaching in self-contained elementary classrooms in kindergarten through grade 6 and in secondary classrooms, grades 7 through 12. The Secondary Selection Department will be especially interested in those prepared to teach Ag, Girls PE, Industrial Arts, Math, Reading and Special Education.

Wednesday
Dec 6

BANK OF AMERICA *

Dennis L. Elder, college relations representative, will interview seniors in all agriculture majors for training programs in agricultural branches, Bus Adm and other Applied Arts majors for training in branch or international banking, and Math and Accounting majors for training in computer programming.

Bank of America operates over 900 branch banking offices in California and international banking offices world-wide.

Wednesday
Dec 6

SOLAR, A Division of International Harvester

Louis Klein, manager, personnel administration, will interview seniors in IE, EL and WM who are interested in gas turbines or material science.

Solar, a Division of International Harvester Company, designs, develops and manufactures gas turbine engines for various applications for both the commercial and the military markets. They are also concerned with the design, development and manufacture of components and subsystems for the aerospace industry, and do contracts research in the field of material science.

Thursday
Dec 27

DATA PRODUCTS CORPORATION**

Michael Sweet, personnel representative, will interview seniors in EL and IE for positions in design and development of peripheral equipment and industrial engineering for production support.

Data Products' new facility is in Woodland Hills, located in the San Fernando Valley. Data Products, a five year old company, manufactures discfiles, a random access memory system, and a high speed digital line printer.

Thursday
Dec 7

EG & G, Goleta, California

C. S. Clark, personnel representative, and Dave Hill, personnel administrator, will interview seniors in EE, EL, Math, ME, and Physics.

EG & G, a partnership established in 1934, was incorporated in 1947 to do engineering work for the Atomic Energy Commission. The company designs, builds, installs, and operates control and information-gathering systems for high-power, extremely fast, pulse phenomena such as from nuclear explosions, nuclear reactors, pulsed light sources, and sonar.

In the AEC's nuclear weapons and Plowshare programs, the company times, fires, and photographs nuclear events, and detects, measures, and analyzes nuclear reactions and radiation environments. EG&G is also instrumentation contractor for the ROVER nuclear rocket engine project.

It manufactures electronic switches, flashtubes, stroboscopic flash and light-measuring instruments, high-speed oscilloscopes, oceanographic equipment, thermoluminescent dosimetry systems, modules for high-energy physics research, and exploding bridge wire firing units.

Friday
Dec 8

GEORGE J. BALL, INC. *

Bill Hamilton, recruiter, will interview seniors in ABM, Bio Sci, Crops, Bus Adm, FM, OH and Soil Sci for sales, merchandising, marketing, technical and production positions.

George J. Ball, Inc., is a supplier to the horticulture and floriculture trade.

Friday
Dec 8

WESTERN UNION TELEGRAPH COMPANY

J. O. Honea, supervisor, Employee Relations, will interview seniors in Bus Adm, Accounting, EE, EL, ME, and Applied Arts.

Western Union offers its service in a wide spectrum--industry, civil government, defense, the professions, education, science, and the press.

Microwave, Telex, Business Systems, Hot/line Service, Broad Band, Autodin, Advanced Record System, Legal Research, Personnel Information Communications Systems--all are a part of the Western Union complex of information communications systems.

Friday
Dec 8

SAN JOAQUIN ELEMENTARY SCHOOL DISTRICT, East Irvine (Orange County)

Bill Stocks, assistant superintendent, will interview all elementary teaching candidates for positions in kindergarten through eighth grades.

The San Joaquin School District is located 15 miles southeast of Santa Ana in Orange County. This fast growing school district currently enrolls 3,000 students, a 50% increase since the corresponding period last year. During the 1967-68 school year, the district expects to grow to approximately 5,000 students. The Irvine Campus of the University of California is located in the district.