

Staff

BULLETIN

California State Polytechnic College

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October 5, 1965

POLY GROVE WILL BE SITE OF INTERNATIONAL STUDENT PICNIC

Some 400 international students enrolled at the San Luis Obispo Campus have been invited to be guests of members of the Cal Poly Women's Club, Saturday [Oct. 9] when they hold their International Students Picnic. The annual family event, scheduled to begin at 12:30 p.m., will take place in Poly Grove.

In addition to traditional picnic activities, including a potluck lunch and various games, the students from foreign lands have been invited to bring their musical instruments and an international songfest usually follows, according to Mrs. H. H. Burlingham, chairman of the women's club's international students committee. Also invited to attend the traditional event are all members of CPWC and the Cal Poly faculty and staff, as well as their families and guests.

Other members of Mrs. Burlingham's committee are Miss Pearl Turner, Mrs. Starr Jenkins, and Mrs. Don McCaleb.

A part of the Cal Poly Women's Club's varied activities in the interest of international students enrolled at Cal Poly, the picnic was attended by 200 students from foreign lands and some 250 members of the college faculty and staff family last year.

DEFENSIVE DRIVING COURSE OFFERINGS SLATED THURSDAY AND FRIDAY

The only classroom sessions for the college's Defensive Driver Training Course to be given during the Fall Quarter will take place Thursday and Friday [October 7-8] afternoons from 3:00 to 6:00 p.m., in Room 123 of the Agricultural Engineering Building, according to Business Manager Donald S. Nelson.

Announcement of the meetings is accompanied by a reminder that neither members of the faculty and staff nor students may drive state-owned vehicles without first having successfully completed the driver-training course.

Nelson concluded by urging supervisors having student employees who may have occasion to drive state autos and trucks, to arrange for their attendance. "In fact, even those who don't expect to need the driving permit will find that having it is well worth the small amount of time involved," the business manager concluded.

PLACEMENT OFFICE SCHEDULES DISCUSSION OF INTERVIEWS FOR SENIORS

A program featuring discussion of placement interviews has been announced by the college Placement Office. Scheduled for tonight, beginning at 7:30 p.m., in the campus Little Theater, the program is part of the Placement Office's effort to help students prepare for interviews during coming months. Principal speaker during the event will be Placement Officer Gene Rittenhouse.

AG LEADERS CONCLUDE MEETINGS ON CAMPUS

Fourteen of California's leading agriculturalists wound up two days of meetings on campus late Friday [Oct. 1] afternoon. From every part of the state ranging from Sacramento and San Francisco in the north to Tustin and Holtville in the south, the campus visitors are all members of an Advisory Committee on a Stanford Research Institute study of agriculture, appointed recently by Julian A. McPhee, president of the college.

They began their meetings and other activities designed to acquaint them with the college and its agriculture activities Thursday [Sept. 30]. Activities of the new advisory group are focused on the study of California's agriculture and its future, and how they will affect Cal Poly's agricultural curriculum. The study is being conducted by Stanford Research Institute of Menlo Park.

The Advisory Committee also heard preliminary reports from members of the SRI team. The survey report and recommendations will be completed sometime early in January. After that the committee will hear final reports and recommendations before advising President McPhee on planning for the future of the Agriculture Divisions at Cal Poly's San Luis Obispo and Kellogg Campuses.

Among members of the committee in attendance at last week's meetings here were Earl Coke of San Francisco, a retired vice-president of Bank of America; Bob Long of Tustin, vice-president of the Irvine Company; Harry Baker of Fresno, president of Producers Cotton Oil Company; Dick Johnson of Sacramento, secretary of the Agricultural Council of California; Jack Miller of Los Angeles, manager of the Agricultural Products Labor Committee; Allan Grant of Berkeley, president of the California Farm Bureau Federation; Jack Pickett of San Francisco, editor of California Farmer magazine; Don McMillan of Los Angeles, assistant general manager of Sunkist Growers, Inc.; W. B. Camp of Bakersfield, W. B. Camp and Sons, Inc.; Emile LaSalle of Hanford, vice-president of the California Agriculture Teachers Association; Mark Raney of Bakersfield, manager of the Kern Land Company's Agriculture Divisions; Herman Sperber of Holtville and alumnus of Cal Poly and agriculturalist; Nelson Crow of Los Angeles, Crow Publications; and Claude Finnell of El Centro, also an alumnus of the college and agricultural commissioner for Imperial County.

Also members of the committee, but unable to attend last week's meetings, are O. W. Fillerup of San Francisco, executive secretary of the Council of California Growers; Francis Wilcox of Los Angeles, Sunkist Growers, Inc. [retired]; Milton Teague of Santa Paula, president of the Agricultural Council of California; Jack Shepard of Los Angeles, director of public relations and personnel for Calavo Growers, Inc.; and Ted Griffen of Pomona, Bell Grain and Milling Company.

Representatives of SRI who made presentations during the meetings were Philip H. Sorenson, Omer J. Kelley, and Hal Mason.

Members of the Cal Poly faculty and staff who took part in the meetings included President McPhee; Warren T. Smith, dean of agriculture at the San Luis Obispo Campus; Carl Englund, dean of agriculture at the Kellogg Campus; Richard Johnson, a member of the San Luis Obispo Campus' Animal Husbandry Department faculty and coordinator for the SRI survey project; and Howard West, assistant to the president who was in charge of arrangements for the committee's meetings.

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CHRISTIE FELLOWSHIP APPLICATIONS DUE DEC. 1

Deadline date for receipt of applications for the 1966-67 Vera Christie Graduate Fellowship of the Western College Placement Association is December 21, according to Eugene A. Rittenhouse, WCPA president and campus placement officer. The \$1200 fellowship is designed to stimulate study in the recruitment and placement aspects of personnel management. Members of the faculty interested in further details or application information may obtain them by contacting Rittenhouse in his office, Room 213, Administration Building, or by calling (546)2501.

POLICY ON FACULTY SICK LEAVE CLARIFIED

A memorandum from Assistant Chancellor C. Mansel Keene, received on campus recently, clarified policy of the California State Colleges regarding accounting for faculty sick leave. Quoted in full, the memo, dated September 27, 1965, with "Changing Sick Leave for Absent Faculty Members" as its subject, says:

"Recently an audit letter from the Audits Division of the Department of Finance reported the following:

"... College charges a faculty employee only for each day he misses classroom instruction because of sickness. As an example, if an instructor is ill from Monday through Friday and teaches only on Tuesday or Thursday, he is charged for only two days sick leave. At ... College the same instructor would be charged for five days sick leave.

"Since the staffing formula is based upon a 40-45 hour week and instructors are scheduled to teach approximately 12 hours a week, with 24 hours class preparation time permitted and anywhere from 4 to 9 hours a week for other assigned duties, it would appear that instructors should be charged for each day of absence during the school week, regardless of actual time lost.

"It is quite obvious that the first cited college is making an erroneous charge for sick leave taken. Every working day in the year, whether classes are scheduled or not, results in the accumulation of sick leave. Leave should be charged on the same basis. Faculty are assumed to be on full time duty so that a week's absence should result in the individual's being charged for the use of five days sick leave.

"Practices such as that cited above plus the tendency of faculty to cover classes for each other as well as for faculty to teach when they should actually be on leave have caused the State College faculty to have grater accumulations of sick leave than other State employees. This large accumulations of leave coupled with the tendency to substitute for each other in the academic area makes our current sick leave system a less than perfect mechanism. We propose to take steps to change the leave system for our faculty so that the system will be more in keeping with the manner of covering absences in the academic community, and since this cannot be done at once it is imperative that sick leave be charged on a when absent rather than when classes are scheduled basis."

When asked to comment on Keene's memorandum, Donald S. Nelson, campus business manager reported that Cal Poly's method of charging sick leave has followed the "when absent" basis mentioned above.

SEATS ON C S C PARIS TO SAN FRANCISCO FLIGHTS AVAILABLE

A limited number of seats on charter jet aircraft flights from Paris to San Francisco, scheduled for July 29, 1966, and August 3, 1966, are presently available to members of the faculty and staff of the college, according to a recent memorandum from Dr. Thomas P. Lantos, director of international programs for the California State Colleges. Fare for the one-way trip is \$225 for adults and half that amount for children under 12 years of age. Infants under 2 years may make the flight free.

Space on the flights, which are primarily to carry students taking part in the CSC's International Program to and from Europe, is available to employees of the colleges because of that affiliation. Further information about either of the flights may be obtained by writing the Office of International Programs, BSS Room 219, 1600 Holloway Avenue, San Francisco, 94132, or calling [415] 469-1044.

ALEXANDER WILL ADDRESS STAFF CLUB LUNCHEON MEETING

Dr. William Alexander, a member of the Social Sciences Department's instructional staff who returned to campus last month after spending last year in India, will be the guest speaker Thursday [Oct. 7], when the Staff Club holds its weekly luncheon meeting in the Staff Dining Room. Starting time for the meeting will be noon.

Members of the faculty with international students in their classes may find in Dr. Alexander's observations and presentation of slide photos some useful background material. Supported in part by a Fulbright Grant, he spent his time studying local village government and also was able to travel some in Europe and Russia.

Subject for his presentation, which will center on India's cultural life, will be "Adventure in India."

MUSTANGS WILL ENCOUNTER VALLEY STATE IN TELEVISED GRID GAME

Coach Sheldon Harden's varsity gridgers will be in search of their second victory of the 1965 season when they journey to Northridge to engage San Fernando Valley State College's Matadors in locally-televised California Collegiate Athletic Association contest slated for Saturday [Oct. 9] night. The Mustangs opened their conference schedule on the short end of a 41-0 score against San Diego State College, the nation's number one-ranked college team last weekend. Saturday night's CP-SFVSC game will be televised over KTTV, Channel 11, Los Angeles, beginning at 8:00 p.m., with the regular radio broadcast scheduled for 7:40 p.m., over KVEC, 920 kcys.

After opening their six-game 1965 campaign with a 19-14 win over University of California at Santa Barbara's freshman club, Coach Ed Swartz' Colts will also be on the road this weekend. They journey to Fresno, where they will encounter Fresno State College's Bullpups in a game scheduled for 2:30 p.m., Friday.

HOURS FOR "TUTORING LAB" LISTED

The "English Tutoring Lab," conducted by the Cal Poly Women's Club for foreign students who have problems with the English language, is open Monday through Friday from 10:00 a.m. to 12:00 noon and 2:00 to 4:00 p.m. Located in Room 107 of the Agricultural Education Building, the lab is being conducted by volunteer tutors who will be glad to help foreign students with reading, writing, or conversation problems.

DEPARTMENT REPRESENTATIVES FOR LIBRARY BOOK ACQUISITION CONSULTATION LISTED

Representatives of the various instructional departments for consultation regarding acquisition of books for the campus Library were announced last week by Dr. Clyde P. Fisher, Dean of Applied Sciences. Appointed by respective divisions deans, following consultation with individual department heads, designation of such representatives was recommended by the Faculty Library Committee in the spring of 1964. Those named for the 1965-66 academic year are:

Agriculture Division

Jerry Moore	Agriculture Business Management
Delbert Shirley	Agricultural Education
John Dunn	Agricultural Engineering
Roy Harris	Animal Husbandry
Rey Lonborg	Crops
Dr. Herman Rickard	Dairy Husbandry and Manufacturing
Gaylord Chizek	Farm Management
Thomas M. Lukes	Food Processing
E. Wesley Conner	Ornamental Horticulture
Roland Pautz	Poultry Industry
Bruce Dickson	Soil Science
Dr. Wally Glidden	Veterinary Science

Engineering Division

Charles P. Davis	Aeronautical Engineering
James M. McGrath	Air Conditioning and Refrigeration
	Engineering
Raymond E. Nordquist	Architecture and Architectural Engineering
Fred W. Bowden	Electrical Engineering
Fred H. Steuck	Electronic Engineering
Millard Fotter	Industrial Engineering
Carlos C. Richards	Machine Shop
Leon F. Osteyee	Mechanical Engineering
Harry H. Honegger	Welding and Metallurgical Engineering

Applied Arts Division

Marcus Gold	Audio Visual
Owen Servatius, Erling Breckan	Business Administration
Dr. William Armentrout	Education
Robert Huot	English and Speech
Sarah Hardeman	Home Economics
Mary Stallard, Vic Buccola	Physical Education
C. Herold Gregory	Printing Engineering and Management
Dr. J. M. McRobbie	Technical Arts
Robert McKnight	Technical Journalism
Dr. Clare Raynor	Music

Applied Sciences Division

Tracey G. Call, Dr. Robert J. Rodin	Biological Sciences
Dr. Francis Catalina, Kenneth M. Fuller	Mathematics
Lt. Col. George Davies,	
Major Hugh G. Waite	Military Science
Ray G. Holt, James M. Peters	Physical Sciences
Dr. James F. Wickens	Social Sciences

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OCT. 12 "BOOKS AT HIGH NOON" PROGRAM WILL FEATURE "UP THE DOWN STAIRCASE"

Up the Down Staircase, by Bel Kaufman, will be the featured book during the Oct. 12 luncheon meeting of the campus Books at High Noon group. Reviewer for the program, which will begin at noon, in the Staff Dining Room, will be Mary Rhodes, a member of the faculty of the English and Speech Department.

Paul Woodring, writing in a recent edition of Saturday Review, says of the book: "Miss Kaufman, described by one of her students as 'the only teacher that ever learned me English real good,' survived 15 years as teacher in New York City high schools with her sense of humor intact. She presents a fascinating view of life in those schools. . . . We like it and recommend it to our readers."

In an added note, Miss Ena Marston, chairman of the book review group, said last week that should a final game of the 1966 baseball World Series be in progress during the normal meeting time on Oct. 12, the program would be postponed.

EX-MAYOR CHRISTOPHER WILL SPEAK ON CAMPUS THURSDAY NIGHT

George Christopher, ex-mayor of San Francisco and Republican candidate for governor of California in 1962, will deliver an address on campus Thursday (Oct. 7) evening. The program, sponsored by the campus student chapter of California College Republicans, will begin at 7:30 p.m., in the Little Theater, and will be followed by a reception for Christopher in the Staff Dining Room.

RETURN OF INTERDEPARTMENTAL MAIL ENVELOPES REQUESTED

Return of any oversupplies of state interdepartmental mail envelopes which various departments and offices on campus may have has been requested by the General Office. They may be returned to any of the G.O. offices through campus mail or may be delivered there in person, according to Kathryn Rowland, G.O. supervisor. Mrs. Rowland said last week that cooperation with this request will allow redistribution and reuse of the envelopes.

NOTES FROM THE KELLOGG AND VOORHIS CAMPUSES

Some 4,590 students were on hand at the Kellogg Campus when classes opened Sept. 20. Included in that number were 805 first-time freshmen, 877 transfer and returning former students, and 2,908 continuing students. Men continue to outnumber women in the student body by a 3390-1200 margin. A total of 5,021 students had signed up by close of late registration. . . .

Ken Schneider and Earl Pye, members of the Mechanical Engineering and Physical Sciences Departments' faculties, respectively, were named the Kellogg Campus's "outstanding teachers for 1964-65." Both have been members of the college instructional staff since 1961. . . .

Three more "overnighters" designed to orient administrators and key personnel to electronic data processing's use as a management tool have been scheduled at the Educational Center (Voorhis Campus) for October 4-5, October 25-26, and November 8-9. The new overnighters continue a series of concentrated short courses begun last year to familiarize administrators with EDP and its possible importance to their operations. Instructor for the new series is H. Warren White, a member of the American Management Association's Research Committee on Management Information Systems and of the Aerospace Industry's Data Transmission Study Group. A West Coast executive of Ernst and Ernst, he has specialized in presenting EDP in "lay terms." . . .

GOVERNMENT "WORK-STUDY PROGRAM" FUNDS NOW AVAILABLE

Student advisors are being urged to help locate students from low-income families as possible applicants for funds available through new "Work-Study Program" employment. A survey conducted on campus last year indicated that some 325 members of the student body are eligible for such aid, according to Dr. Lorraine Howard, associate dean, women, who is administering the program on campus. Eligibility for the funds, which are available through a grant from the US Department of Health, Education, and Welfare, is determined by the following criteria:

"a. Student is from a low-income family or has no family.

"b. Eligibility is limited to students whose families cannot reasonably be expected to contribute significantly to the applicant's educational expenses in accordance with standards established by the US Commissioner of Education." [General income guides, which are subject to change and range from annual adjusted gross incomes ranging from \$3,200 to \$6,000, depending upon the number of dependents, apply in determination of low-income levels.]

"Income to be measured should include amounts received from Social Security or other non-taxable pension or retirement programs.

"Married students are qualified for this program if the parents of the applicant as well as the parents of the applicant's spouse meet the low-income tests outlined above." [This item is also subject to change. Please inquire for individual circumstances.]

Further information on Work-Study Program employment may be obtained either by going to Dr. Howard's office, Room 208, Administration Building, or by calling [546] 2491. Students interested in the program should be directed to Dr. Howard's office.

PLACEMENT CALENDAR -- INTERVIEWS ON CAMPUS THIS WEEK

IMMIGRATION AND NATURALIZATION SERVICE. John L. Todd, assistant district director for travel control, United States Immigration and Naturalization Service, Los Angeles, will interview seniors in Business Administration, PE, and any other major interested in a career as an immigration officer. [10/5]

AIR FORCE FLIGHT TEST CENTER, Edwards Air Force Base. Cecil G. Caulk, executive secretary of the board of examiners, will interview seniors in Aero, Chemistry, EL, Math, ME, and Physics. [10/8]

PETERBILT MOTORS COMPANY, Newark. John C. Denney, personnel manager, will interview seniors in ME. [10/8]

DEPARTMENT OF WATER AND POWER, Los Angeles. Donald M. Hawkins, recruitment and placement officer, and Richard C. Sandusky, electrical engineer, will interview seniors in Architecture [structural], EE and ME, for engineering assistant positions in atomic power plant engineering. [10/12]

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SIGMA XI CLUB SLATES LECTURER FOR THURSDAY NIGHT

Dr. Jerrold Meinwald of the Cornell University, 1965-66 national lecturer for the Society of Sigma Xi and the Scientific Research Society of America, will speak on "Structural and Biogenic Studies of Anthropod Secretions: Some New Directions in the Chemistry of Natural Products" when he delivers a public lecture on campus Thursday (Oct. 7) evening. Sponsored by the campus Sigma Xi Club, the event is scheduled for 8:00 p.m., in Room E-27 of the Science Building.

A graduate of Harvard University and the University of Chicago and presently professor of chemistry at Cornell, Dr. Meinwald is a member of the American Chemical Society, the Chemical Society of London, the Swiss Chemical Society, Sigma Xi, and Phi Beta Kappa.

All members of the college faculty, staff, and student body, as well as the public, are invited to attend the meeting.

DR. RODIN RECEIVES CERTIFICATE OF MERIT FOR "AIRLETTER" SUGGESTION

A Certificate of Merit signed by California Governor Edmund G. Brown has been received by Dr. Robert J. Rodin of the Biological Sciences Department faculty for his suggestion that airletters, costing \$.11 each, be stocked by all colleges and used in necessary foreign correspondence where envelopes are not required. Postage alone on a regular letter is \$.25.

As announced in an earlier edition of Staff Bulletin, airletters are available in the General Office and may be used for official overseas correspondence.

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CAMPUS CALENDAR - WEEK OF OCTOBER 5 - OCTOBER 12, 1965

Tuesday, October 5

12:00 Noon Books at High Noon Luncheon Meeting S D R

Thursday October 7

8:15 A.M. Applied Arts Division Committee Meeting Admin. 213-A

9:00 A.M. Agriculture Division Committee Meeting Ag. 138

12:00 Noon Staff Club Luncheon Meeting S D R

3:00 P.M. Defensive Driver Training Course Ag. Eng. 123

7:30 P.M. California College Republicans: George Christopher Address Little Theater

8:00 P.M. Sigma Xi Club: Dr. Jerrold Meinwald Address Sci. E-27

Friday, October 8

3:00 P.M. Defensive Drivers Training Course Ag. Eng. 123

Saturday, October 9

12:30 P.M. Cal Poly Women's Club: Annual Picnic for International Students Poly Grove

8:00 P.M. Varsity Football: vs. San Fernando Valley State College Northridge

Monday, October 11

2:00 P.M. Executive Council Meeting Admin. 301

Tuesday, October 12

8:15 A.M. Applied Sciences Division Meeting Admin. 301

10:00 A.M. Engineering Division Committee Meeting GA 101

12:00 Noon Books at High Noon Luncheon Meeting S D R