Purchase requisition reminder

Submission deadlines for purchase requisitions chargeable to current year expiring appropriations are listed below. Requisitions must be in the Purchasing Office by the following dates:

- April 15 - Non contract supplies or equipment costing more than $1,000.
- May 29 - Supplies or equipment costing less than $1,000.

Purchase requisitions received in the Purchasing Office after May 29 will be charged against 1980-81 funds. Chargeback accounts for copying, duplicating, storeroom supplies and transportation costs will be closed out on May 23 for fiscal year 1979-80. Beginning May 26, all expenditures for these supplies and services will be charged to fiscal year 1980-81 funds.

Petty cash transactions for the current fiscal year will be cut off as of May 29. All individuals who have completed transactions for which they are due petty cash reimbursement should process the necessary paperwork through Purchasing and the University Cashier to obtain that reimbursement not later than 1630 on Thursday (May 29). All petty cash purchases made during June will be charged against departmental accounts for the 1980-81 budget year.

Fee waiver deadline

Information and application forms are available in the Personnel Office for State employees to participate in the fee waiver program. Those who take Cal Poly courses under an approved program of career development, or who have had courses approved as work related, may be eligible for waiver of certain fees.

Deadline for return of completed approved forms for the Summer Quarter 1980 is Monday (Apr. 28). This deadline has been set in order that forms may be processed through the Personnel Office and forwarded to the employee to meet the CAR deadline.

Holly Near will sing

Popular singer-songwriter Holly Near will be the concert highlight of Cal Poly's 1980 Women's Week, on Thursday (Apr. 10) at 8 pm. The concert, which will be in Chumash Auditorium, is open to the public. Tickets are $3.50 in advance for students and $5 in advance for the public, and a dollar higher at the door. They are available at the University Union ticket desk. Free child care will be provided for those who wish to bring their children. Also, the concert will be accessible to handicapped.

Opening acts will be Robin Flower, Adrienne Torf, Nancy Vogl, and special guest Laurie Lewis. Holly Near is an artist whose politics are intimately intertwined with her music; she's an activist performer who is associated with the concerns of women, as well as with antinuclear politics. A former actress as well as singer, she appeared on dozens of television programs, from "Room 222" to "Partridge Family," in the movies "Slaughterhouse Five," "Minnie and Moskovitz," and "The Magic Garden of Stanley Sweetheart," and on Broadway in "Hair."

A few years ago, she started her own record label, Redwood Records, to record and distribute her material outside of the normal commercial framework. Her bestselling records include her recent "Imagine My Surprise" and "Hang In There." The April 10 concert is co-sponsored by the Special Events Committee and ASI Women's Network.

Astronaut Gibson will speak

A National Aeronautics and Space Administration astronaut who completed his bachelor's degree at Cal Poly in 1969 will return to campus on Tuesday (Apr. 15) to tour many of the laboratories he studied in and renew acquaintances with his former teachers. Also planned during Lt. Comdr. Robert L. Gibson's campus visit is a seminar appearance at 3 pm in the Cal Poly Theatre. He will speak and answer questions about the Space Shuttle Program and the future of space travel. Admission to the seminar will be free and all those interested in the nation's space program are invited to attend.

Lt. Comdr. Gibson, who majored in aeronautical engineering at Cal Poly, was selected by NASA for astronaut training in January, 1978, and qualified as a Space Shuttle astronaut-pilot recently after completion of a two-year training and evaluation program. He began active duty in the Navy soon after completion of his study at Cal Poly in 1969 and, after completion of flight training, spent over three years on combat duty in Southeast Asia. During that time, he flew 56 missions from the Carriers USS Coral Sea and USS Enterprise.

He holds commercial pilot, multi-engine, and instrument ratings, and has completed over 300 carrier landings of aircraft. Frank Hendel (Aeronautical Engineering) is coordinator of the seminar program and will host Lt. Comdr. Gibson during his stay on campus. He said students in several of the department's courses will join students, faculty, and staff, in attending the seminar presentation.

New zip code for dorms

The university has just been notified by the U.S. Postal Service that a separate zip code has been assigned to the campus residence halls. This separate zip code has become necessary because of the volume of mail received by the university. The new zip code for the residence halls, 93410, takes effect immediately. The zip code for all university addresses except residence halls remains 93407.
Quartet is final Quintessence program

The New York String Quartet, final performers in the 1979-80 Quintessence Fine Arts Concert series at Cal Poly, will be in concert in the Cal Poly Theatre on Friday (Apr. 11) at 8:15 pm. The public is invited, with both advance and door tickets on sale for $5.50 (general) and $4 (student) at the University Union ticket office. The New York String Quartet consists of William Fitzpatrick and Brian Dembow, violins; Robert Becker, viola; and Stephen Erdody, violoncello. Their program for the April 11 concert will be Mozart's Adagio and Fugue in C minor, K.546, Webern's String Quartet, and Beethoven's String Quartet in C-sharp minor, Op. 131. The quartet is presently in residence for the School of Fine Arts at the University of California, Irvine. They were formed at Juilliard School of Music in New York in 1976, where they received chamber music instruction from Robert Mann of Juilliard's resident String Quartet.

Since their debut in 1976 at the Aspen Music Festival, the four musicians have performed at Lincoln Center's Alice Tully Hall, Carnegie Recital Hall, Jordan Hall in Boston, and for the Phoenix and San Francisco Chamber Music Societies. The quartet records for Sine Qua Non, CRI, and Delos record labels. The Quintessence presentation of the New York String Quartet is sponsored by the ASI Fine Arts Committee.

New ATSS dialing guide

Attached to Cal Poly Report is a copy of the new ATSS dialing guide recently received from the Department of General Services, Communications Division. Please replace the old dialing guide located in the front of the 1979-80 Campus Directory with this new guide so that the up-dated information will be readily available.

Correction to class schedule

The last day to withdraw from classes was listed erroneously in the Spring Class Schedule as Monday (Apr. 14). The official last day to withdraw is Friday (Apr. 18).

Operators’ safety program

CAL-OSHA requires that all operators of farm equipment be instructed in its safe operation through an initial safety program session followed by a yearly update session. All persons who plan to operate equipment, including forklifts, from the Farm Shop are required to attend the session Saturday (Apr. 19). Those people who have a permit one year old must attend the yearly update session from 8:15 am to 9 am. New operators can attend the initial program session from 9 am to 10 am. The safety program sessions will be held in the Agricultural Engineering Shop.

Hilliard to give two addresses

Dr. Asa G. Hilliard III, dean of the School of Education at San Francisco State University, will deliver two lectures on campus on Thursday (Apr. 10).

The first, at 1:30 pm, is titled “The Revival of Racism on College Campuses: New Challenges for the 80s,” and the second, “Free Your Mind: Return to the Source, the African Origin of Civilization and Scientific Colonialism,” will be at 7:30 pm.

Both in the Cal Poly Theatre, the lectures are being sponsored by the Child Development Club, the Child Development Department, and the School of Human Development and Education, in cooperation with the campus chapter of Delta Sigma Theta sorority.

Books at High Noon

Author Mardo Crane, who founded the Powder Puff Derby in 1947, will be discussing her book, Ladies! Rev Up Your Engines! at the Books at High Noon program in the Staff Dining Room on Tuesday (Apr. 15) at 12 noon. Her book is a fictionalized account of the All Woman Transcontinental Air Race. She served as chairwoman of the event through 1952, acting also as the first trailblazer, going ahead to set up the race stops for the contestants.

Miss Crane started to fly in 1933 at the suggestion of Amelia Earhart, who founded the Ninety-Nines organization of licensed women pilots. She holds a commercial pilot’s license with single and multi-engine ratings. During World War Two she flew as a WASP (Women’s Air Force Service Pilot). After the war, she did promotional flying and wrote a column as Women’s Editor of an aviation newspaper. More recently, she has taken part in two of the Powder Puff Derbies. The public is invited to all Books at High Noon presentations.
STAFF VACANCIES

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

CSUC Board of Trustees has recommended a general 11% cost of living increase effective July 1, 1980.

Clerical Assistant II-A, $421.50 - $503.50/month; half-time temporary through 6/30/80. School of Business. Duties: Typing exams, course outlines, reports, letters; operating office machines (duplicating, collator, copy machines, etc.); other University-related work that might be required by the faculty of the department. Requirements: One year of clerical experience, type 45 wpm, and must have taken the General Clerical Test. Closing date: 4-25-80.

Refrigeration Mechanic, $1663-$1825/month. Engineering Services. Duties: Knowledge of the theory and operation of major types of refrigeration and air conditioning equipment and of the materials, equipment and techniques used in the repair and maintenance of such equipment. Must possess basic skills in electrical and plumbing trades. Requirements: At least five years of progressively responsible journey-level experience in the installation, adjustment, maintenance and repair of commercial and domestic refrigeration and air conditioning systems. Closing date: 5-2-80.

Clerical Assistant II-A, $843-$1007/month; temporary through 6/30/80. Extended Education. Duties: Coordination of Extended Education self-support conferences/workshops, including preparation of budgets; maintain files, accounting of Foundation and State-administered workshops, conferences, and short courses. Assist staff with room reservations, receptionist work and operation of all offices. Requires one weekend and evening seminar attendance and assist workshop coordinator. Requirements: One year of clerical experience, type 45 wpm, and must have taken the General Clerical Test. B.A. in business administration and two year seminar coordination/business practices experience preferred. Closing date: 4-25-80.

Data Control Technician, $959-$1147/month. Computer Center. Duties: Maintain computer production records and documents, check data in source documents for internal consistency, validity and completeness; trace sources of errors; prepare output for distribution; set-up job control language for submission of job and operate peripheral equipment. Requirements: Two years of general clerical experience, including six months working with data processing equipment and tabulating processes. Computer science coursework may be substituted for part of experience. Some college and knowledge of job control language highly desirable. Must have taken the General Clerical Test. Closing date: 4-25-80.

FACULTY VACANCIES

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

CSUC Board of Trustees has recommended a general 11% cost of living increase effective July 1, 1980.

Lecturer, $5,456-$8,276/quarter. dependent upon qualifications and experience.

Physical Education Department, School of Human Development and Education. Duties include teaching personal health, drug education, and/or first aid, and two life-time activity courses. Minimum of a Master’s Degree required and a doctorate in the health education field preferred. At least three years teaching of health education required. Appointment for Summer Quarter 1980 only. Closing date: 4-26-80.

ASI STAFF VACANCY

The Associated Students Incorporated Office is accepting applications for the following opening as announced by Roy Gersten, Director of ASI Business Affairs. Interested applicants may apply at the ASI Business Office, University Union Building Room 202, 546-1281.

Building (Operations) Manager, $18,240-$21,690/year. Responsible for the coordination of the University Union's facilities in meeting the daily demands of the Union's operation and programming activities which include: Selecting, training and supervising student assistants; jointly supervising and scheduling custodial and building maintenance staff; ordering supplies; assisting the Director in the preparation and execution of the annual budget. Responsible for developing and maintaining an effective public relations program with all segments of the University community which utilize the University Union. Requirements: Minimum of four years full-time experience in the operation and coordination of a large building facility including knowledge of custodial methods and equipment, and electronic/electrical/audio-visual equipment. Knowledge of the basic principles of organization, management, personnel, business and financial practices and the ability to apply such knowledge. Graduation from a four-year accredited college preferred. Closing date: 4-21-80.

FOUNDATION VACANCIES

The Foundation is accepting applications for the following open positions as announced by J.L. Fryer, Personnel Officer. Interested applicants may apply at the Foundation Personnel Office, University Union Building, Room 212, 546-1121. Cal Poly Foundation is subject to all laws governing Affirmative Action and equal employment opportunity including but not limited to Executive Order 11246 and Title IX of the Education Amendments Act and the Rehabilitation Act of 1973. All interested persons are encouraged to apply.

Working Chef/Production Coordinator, $1292-$1553. Responsible for large kitchen, dishrooms, salad room, and bakery; high volume and catering production; food and labor cost; hiring, training and supervising employees; quality and quantity control. Requirements: Five years of high volume food service including two years of supervisory experience. (College and catering experience preferred). A.A. Degree in Culinary Arts or related field preferred. Closing date: 5-1-80.

The Associated Students Incorporated Office is accepting applications for the following opening as announced by Roy Gersten, Director of ASI Business Affairs. Interested applicants may apply at the ASI Business Office, University Union Building Room 202, 546-1281.

Leonard Davidman and Dennis Nulman, both *Education*, have been nominated by the San Luis Obispo Chapter of Phi Delta Kappa for the honor of being among the seventy-five young men and women who represent the best in educational leadership, research, and service in geographical areas served by Phi Delta Kappa.

Raymond A. Wysock and Larry Gay, both *Industrial Technology*, participated in the State Department of Education Conference held in Los Angeles on March 20-21. The thrust of the conference was toward "Competency Based Curricula In Industrial Education." Approximately forty Industrial Education Educators and State Department personnel attended.

Deborah J. Allen, *Natural Resources Management*, participated as a member of a panel to discuss the dilemma of wilderness management at the California Parks and Recreation Society Conference held recently in Sacramento.

Del Dingus, *Soil Science*, delivered on Feb. 24 a proclamation from the City of San Luis Obispo to the City of San Blas, Mexico. The proclamation reaffirmed the strong ties between the two cities which were founded by Father Junipero Serra. The Lions Club of both cities maintain a cultural exchange program for high school students. Dr. Dingus is the president of the San Luis Obispo Lions.

Mac McRobbie, retired, *Head, Industrial Technology*, was recently recognized for his contribution to industrial technology education by two associations. The National Association of Industrial Technology (NAIT) presented Dr. McRobbie with a desk set and the California Association of Industrial Technology (CAIT) recognized McRobbie's contribution with a plaque.

Randall L. Murray, *Journalism*, participated in the Association for Education in Journalism West Coast History Conference at the University of California, Berkeley, March 1-2. He was the discussant for a paper titled "The Muckraking Books of Pearson, Allen and Anderson."

Leonard Davidman, *Education*, co-authored an article titled "Evaluating Pre-Service Teacher Candidates," which appeared in the Feb. issue of *The Clearing House*. The article shared the results of a survey which helped evaluate the effectiveness of an evaluation instrument designed in part by Dr. Davidman.

Joanne B. Ruggles, *Architecture*, has had one of her etchings selected for exhibition in Chapman College's "Fourth Annual California Print and Drawing Exhibition" which is being held from March 31-April 30.

Don Kobert, *Architecture*, was the Distinguished Speaker at North Dakota State University (Fargo Campus) on March 25. The subject presented was Creativity and the Process of Design.

Randy Donant, *Activities Planning*, presented a paper, "Developing A Code of Ethics: A Survey of our Profession," and chaired a panel discussion on the subject at the 60th Annual Conference of Association of College Unions - International, held March 24 in Minneapolis. The paper is being published by ACU.

Ken Barclay, *Activities Planning*, presented a paper, "The Impact of Student Activities on Retention," at the 60th Annual Conference of Association of College Unions - International on March 25 in Minneapolis. The presentation dealt with effects of co-curricular activities on college student retention rates and the establishment of a mentor program. The paper is being published by ACU.

Shirleene Soto, *History*, attended a four-day (Mar. 26-30) meeting at Indiana University sponsored jointly by the Organization of American Historians and the U.S. Office of Education on "Integrating Women's History Into Traditional Survey Courses." Conference were selected nationally to evaluate materials to encourage greater inclusion of the contributions of women into university history courses.

### Arts and humanities series

An architecture professor who is a specialist in new town planning will be the speaker for the next program in Cal Poly's Arts and Humanities Series at 11 am on Thursday (Apr. 17).

Charles Quinlan's (*Architecture*) lecture, titled "The City in the Image of Man—A Physical Solution to a Spiritual Problem," is scheduled for University Union 220.

Admission will be free and the public is invited to join students, faculty, and staff in attending. A member of Cal Poly's architecture faculty since 1966, Quinlan is a registered architect in California who has worked for architects in New York City and Albuquerque, and operated his own practice in both architecture and urban design in both San Luis Obispo and Albuquerque.

He says the title of his April 17 lecture is derived from a book by the Italian-born architect and theologian Paolo Soleri, "Arcology: City in the Image of Man." Quinlan has been interested since 1975 in Arcosanti, an experimental community for 5,000 people which is being built in Central Arizona under Soleri's direction.

Programs of the Arts and Humanities Series are presented by Cal Poly's School of Communicative Arts and Humanities in cooperation with the California Council for the Humanities in Public Policy, a subsidiary of the National Endowment for the Humanities.

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

Cal Poly Report copy intended for the next issue should be submitted to Betty Holland, Adm. 125, Ext. 2576, prior to 12 noon on Monday.
NEW WORD PROCESSING UNIT AVAILABLE IN CAL POLY GENERAL OFFICE. The General Office, located in Room 133 of the Administration Building, has purchased and implemented a new word processing system with the capability of reproducing manuscripts of substantial length. This processor is available now on an experimental basis to support, among other things, the development of research proposals and papers for publication. Faculty who are interested in using this system for the development of drafts and final copy for proposals and reports should contact Barbara Ciesielski in the General Office. The charge-back in effect on all work done on the word processor, whether for instruction or research, is 2¢ per line. This charge is normally covered from the operating expense of the department making the request.

*DEPARTMENT OF AGRICULTURE—SCIENCE AND EDUCATION ADMINISTRATION.* The Science and Education Administration of the USDA has announced its intention to award $630,500 for research on guayule for the production of latex. Breeding and selection and agronomics projects on *Parthenium argentatum* or related varieties of rubber producing plants will be funded. Grant awards will be limited to a maximum of $75,000 per year for a maximum period of four years.

DEADLINE: MAY 19, 1980

**OFFICE OF HUMAN DEVELOPMENT SERVICES—CROSSCUTTING RESEARCH AND DEMONSTRATION PROGRAM.** Competing applications will be accepted for research and demonstrations programs under Section 1110 of the Social Security Act. Grants and cooperative agreements for domestic and international research and demonstration projects will cut across the subject areas and target populations of Office of Human Development Services program administrations—aging; children, youth and families; native Americans; and public services and rehabilitation services.

The purpose of the program is to encourage the analysis of issues from a broad problem or generic perspective, rather than within the boundaries established by categorical legislation. The Office of Human Development Services expects to award approximately $700,000 for the following Fiscal 1980 priority projects: (1) assessment, documentation and transfer of local government programs for enhanced use of voluntary, business and other alternatives to public financing of services; (2) quality assurance with a focus on applications of experience in health systems to social services programs; (3) research development in historically Black institutions of higher education; and (4) the role of state government in promoting non-service approaches to social welfare problems. Applicants are expected to contribute some portion of the project costs for each year for which funding is requested, generally 5%.

DEADLINE: MAY 20, 1980

*SCIENCE AND EDUCATION ADMINISTRATION—HIGH PRIORITY REGIONAL RESEARCH.* Solicitation of applications for Fiscal 1980 high priority regional agricultural research (see "Encouraging Notes," March 6, 1980) has been amended to remove cost sharing as a factor in the application selection process. The deadline for submission of proposals has also been extended from April 21 to:

EXTENDED DEADLINE: MAY 5, 1980

*NATIONAL SCIENCE FOUNDATION—UNDERGRADUATE RESEARCH PARTICIPATION.* Undergraduate students who wish to participate in research during the Summer of 1980 will find that NSF's Undergraduate Research Participation program offers an excellent opportunity. Students can participate in research projects at a number of universities throughout the country. The projects are briefly described in a brochure available in the Research Development Office. Participation is open to undergraduate students enrolled...
full time, who would be between their junior and senior years this Summer.

Research projects will focus on the following areas: biological sciences, chemistry, engineering, earth sciences, mathematics, physics, and social sciences. Please announce this opportunity in your classes.

*** U.S. DEPARTMENT OF AGRICULTURE - U.S. FOREST SERVICE UNSOLICITED RESEARCH. Grants, contracts and cooperative agreements are awarded to non-profit institutions of higher education, non-profit organizations, state agricultural experiment stations and state and local governments. The Forest Service Program is organized into the following areas: (1) Forest Resource Economics; (2) Forest Fire and Atmospheric Science; (3) Forest Products and Engineering; (4) Forest Environment; (5) Forest Insects and Diseases; (6) Timber Management Research. Applicants should contact the Regional Experiment Station nearest them which is doing research in their area. For the names of these stations, and their areas of research, contact the Forest Service Research Office, P.O. Box 2417, Washington, D.C. 20013.

NO DEADLINES

** NATIONAL ENDOWMENT FOR THE HUMANITIES - PLANNING AND ASSESSMENT STUDIES. Projects are sought to support evaluative and analytical work which will aid in understanding national needs in the humanities and in planning programs to meet these needs. Proposals in the following areas are encouraged: (1) collection and analysis of data to assess the trends, financial, material, and human as well as the problem areas in various sectors of the humanities; (2) design of models, techniques, and tools helpful in conducting policy research and analysis and in evaluating the effectiveness of programs in the humanities; and (3) research, development, and demonstration of more efficient management and administrative methods for humanistic organizations. Projects in this area are usually funded only after careful preparation and extensive consultation between staff, specialists, and applicants. For further information contact: Division of Research, Harold Cannon, Director (202) 724-0226.

DEADLINE: JUNE 2

** NEH, HEA, NSF - UNSOLICITED RESEARCH PROPOSALS INVOLVING THE PUBLIC UNDERSTANDING OF THE HISTORY AND IMPLICATIONS OF SCIENCE, TECHNOLOGY AND THE ARTS. The National Endowment for the Humanities, the National Endowment for the Arts and the National Science Foundation welcome proposals for projects which can help the public to understand the meaning, history, and social importance of the integral relationships among the arts, sciences, and the humanities throughout history and in contemporary culture. Because many of the projects may be interdisciplinary in nature, the three agencies have established mechanisms for the joint consideration of such proposals. Preliminary proposals, consisting of brief, informal descriptions of the project for which support is desired, may be submitted to either of the Endowments or the Foundation depending on their primary orientation. Contacts: NSF, Public Understanding of Science, Washington, D.C. 20550, George W. Tressel, (202) 282-770. NEH, Division of Special Programs, M.S.104, Washington, D.C. 20506, Richard Hedrich, (202) 724-0354. NEA, Museum Program, Washington, D.C. 20506, William B. Bodine, Jr., (202) 634-6164.

REPORTS RECENTLY RECEIVED. The following reports have been received and are available for review in the Research Development Office: Active projects from Fiscal Year 1979, supported through NASA's University Program, are described in a recent report, NASA TM-81777. The annual Report for Fiscal Year 1979 of the U.S. Office of Education's Women's Educational Equity Act Program describes projects supported throughout the United States.

* Guidelines and/or application forms available in the Research Development Office.
** Information Requested/Available Soon.
*** Contact Agency Directly.
LOCATIONS TO BE DIALED VIA REGULAR LONG DISTANCE

The following list of prefixes should be dialed as regular long distance calls (not via ATSS lease lines) from 8 a.m. to 12 noon and 1 p.m. to 5 p.m. Monday through Friday. ATSS should be used for these locations (except for local calls) during other hours.

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All other area codes and prefixes within California should be dialed over ATSS.

Effective 3/3/80