FACULTY ASSESSMENT OF ACADEMIC DEANS APPROVED

President Robert E. Kennedy approved on Jan. 21 the Guidelines for Faculty Assessment of Academic Deans, which is published as Administrative Bulletin 74-2.

On Apr. 11, 1972, the Academic Senate recommended that procedures be adopted to provide for annual evaluation of instructional deans by the faculty. In Jan. 1973 a set of specific guidelines for such evaluation was adopted by the Academic Senate and forwarded to the President. Following consideration and review by the Academic Council, the concept was approved in May 1973 and referred to an ad hoc committee for further review and consideration of additional input from faculty organizations. On Jan. 18 the ad hoc committee recommended the guidelines and appropriate form for assessment to the President and, following endorsement by the Academic Senate Chairman, the guidelines were approved and published.

The guidelines provide that faculty assessment of academic deans is part of the established personnel action procedures, being one means of assisting each dean in achieving and maintaining an optimum level of effective administration. The deans at Cal Poly are to be assessed by their respective faculties once each year, in April, using the established university form. All faculty, both tenured and probationary, are eligible to participate in the process if they choose. Copies of Administrative Bulletin 74-2 are available in each department edition of CAM and in the faculty reading room at the library.

BLACK HERITAGE WEEK SCHEDULE FEATURES QUEEN ELECTION

Barbara White of Monterey, a freshman business administration major, is the 1974 Miss Black Heritage at Cal Poly. Miss White was crowned queen during the fourth annual queen's pageant of the Black Student Union held in Chumash Auditorium on Sunday (Feb. 3) night. She was chosen from a field of six finalists. Miss Black Heritage is the daughter of Mr. and Mrs. Henry White of Monterey.

Miss White will reign over the week-long Black Heritage Week activities on the Cal Poly campus. A schedule of events appears below:

<table>
<thead>
<tr>
<th>Tuesday: (Feb. 5)</th>
<th>Thursday: (Feb. 7)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Readers' Theatre</td>
<td>Films</td>
</tr>
<tr>
<td>Chumash Auditorium</td>
<td>Chumash Auditorium</td>
</tr>
<tr>
<td>8 pm - 50¢ per person</td>
<td>1 pm to 10 pm - Free</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Wednesday: (Feb. 6)</th>
<th>Friday: (Feb. 8)</th>
</tr>
</thead>
</table>
| Sickle Cell Anemia Testing | Concert "Earth, Wind, and Fire"
| University Union 219 | Men's Gym - 8:30 pm |
| 7pm to 9pm - Free | $3 and $4 Students; $4 and $5 Public |

<table>
<thead>
<tr>
<th>Speaker - Bobby Bonds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chumash Auditorium</td>
</tr>
<tr>
<td>9 pm - $1 per Person</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sunday: (Feb. 10)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fashion Show</td>
</tr>
<tr>
<td>Chumash Auditorium</td>
</tr>
<tr>
<td>6:30 pm - $2 per Person</td>
</tr>
</tbody>
</table>
MOBILE HEALTH TEST PROGRAM ON CAMPUS

"Innovative"..."valuable," is the way Dr. Billy Mounts (Health Center) describes the mobile automated health testing program that will be available Feb. 8-11 at the Cal Poly campus. Mounts said that this highly sophisticated mobile automated health testing unit would be available for use by Cal Poly employees and families on an appointment basis. It represents a new concept in preventative medicine sponsored by the Association of California State University Professors and endorsed by the health benefits division of the Public Employees' Retirement System. All examinations are on an appointment basis.

This program is available to all faculty, staff, and their families during this period. Fees for the services are $61 for non-ACSUP members, $56 for additional family members, and $46 for ACSUP members and $40 for their family members.

Over 100 medical criteria are developed in just 30 minutes of a participant's time in the privacy of the health testing van. Because of the services of the highly sophisticated electronic instruments on board and the use of computers and paramedical specialists, this testing costs less than 50 per cent of what the person would normally be expected to pay elsewhere. Included are tests such as EKG, X-Ray, blood studies, urinalysis, pulmonary function testing, hearing and visual acuity.

All data from this ACSUP sponsored program is confidential and is forwarded and available only to the participant's personal physician. Reservations can be made by calling the Health Center, ext. 2151 or by stopping by the mobile van located at Via Carta, adjacent to the Health Center from 10 am to 6 pm, Feb. 8 through Feb. 11.

FULBRIGHT-HAYS LECTURESHIPS AVAILABLE IN USSR

The Office of International Education has received an announcement from the Council for International Exchange of Scholars that approximately ten Fulbright-Hays Lectureships will be awarded in the USSR for a period of one to two semesters: September 1974 to January 1975, and/or February 1975 to June 1975. Lectureships will be in the fields of American literature, American history, linguistics, physics, mechanical engineering, computer science, mathematics, geology, biochemistry, applied mechanics, and civil engineering. Applications must be received in Washington, D.C. by Feb. 28. For further information and applications please contact the Office of International Education (Tenaya Hall).

PURCHASING DEADLINES ANNOUNCED

Don Vert (Procurement and Support Services Officer) has announced that all requests (purchase requisitions) for supplies or equipment which are to be charged to current 1973-74 appropriations must reach the university purchasing office as follows:

1. By March 15th for those equipment items requiring further justification.
2. By April 15th for items which must be processed through the State Office of Procurement on estimate forms.
3. By June 1st for all items which can be purchased for $1,000 or less on a local order.

For additional information or clarification, please call the university purchasing office, ext. 2231.
STATE SUES FOR EMPLOYEES' BACK PAY

A suit by the California Attorney General's office would open the way for average 4.5 per cent salary increases for over 7,700 employees of the California State University and Colleges. The suit, filed in U.S. District Court in Sacramento at the request of the California State University and Colleges and certain other state agencies, challenges "constitutional infirmities" of the federal government's 1970 Stabilization Act and regulations by the Cost of Living Council.

Although the council last year approved full release of state legislative appropriations for faculty salary increases, it authorized only partial increases for most non-academic employees, and since that time $5.8 million has been held in trust by the State Department of Finance.

GIBSON NAMED TO UNIVERSITY OF CALIFORNIA COMMITTEE

J. Cordner Gibson (Dean, School of Agriculture and Natural Resources) has been invited to serve on an advisory committee on implementation of rural development research and extension work for the University of California. In extending the invitation to Gibson, President Charles Hitch of the University of California, points out that title V of the Rural Development Act of 1972 deals specifically with the need for marshalling the expertise of the nation's land-grant universities and other institutions of higher learning in solving rural development problems.

Gibson will serve on a committee which would advise the university on plans for implementation of the research and extension work of the university in the rural development area. The Cal Poly dean recently was named by Governor Ronald Reagan of California to the State Board of Agriculture, a body which advises the governor on progress and problems of the state's agriculture industry.

UNUSED SICK LEAVE NOW CREDITED TOWARD RETIREMENT

Following passage of Senate Bill 9 by the legislature and signature by the Governor, a new policy with regards to unused sick leave at time of retirement has gone into effect. Although detailed guidelines have not yet been formulated, an interim statement of policy indicates that unused sick leave available at retirement may be converted to retirement service credit on a day for day basis.

As an example, a retiring employee with 250 days of unused sick leave would receive an additional one year of service credit at the time of retirement; proportional service credit would be given for larger or smaller amounts of sick leave.

Questions regarding the implementation of this new policy may be addressed to Milton Piuma (personnel office), Adm-110, ext. 2237.

ASI PROGRAM BOARD CALENDAR RECEIVES PRAISE

President Robert E. Kennedy has received letters from both Governor Ronald Reagan and Lieutenant Governor Ed Reinecke praising the quarterly calendar of activities produced and distributed by the Associated Students Program Board. The calendar lists the various activities under the aegis of the board, including films, speakers, concerts, fine arts events, and special events, as well as publicizing the University Union Craft Center and trips planned by the ASI Outings Committee.
ENGINEERING WEEK PLANS UNVEILED

Plans for 1974 Engineering Week activities at Cal Poly have been announced by the student council of the university's School of Engineering and Technology. The program, which will open on Monday, Feb. 18, and continue through Saturday, Feb. 23, will include displays from various professional organizations, businesses and industrial firms involved in engineering; a visitation day for high school students; and the traditional Engineering Week banquet.

Also planned is a catapult contest in which both Cal Poly students and students from nearby high schools and community colleges will design catapults to see how far they can propel a regulation tennis ball. Howard Martin, chairman for the week-long Engineering Week program and a senior majoring in industrial technology, said the campus events will coincide with National Engineers Week, an annual observance sponsored by the National Society of Professional Engineers.

CSEA "ROARING TWENTIES" PARTY ANNOUNCED

Feb. 23 has been set for the "Roaring Twenties" party by the Cal Poly chapter of the California State Employees Association. The event will take place at the San Luis Obispo Veterans Memorial Building at 7 p.m.

Being planned are a social hour, buffet dinner, games, contests, and dancing to the music of Sandy Holly and her swinging band. Prizes for the best "Roaring Twenties" outfit will be given. Tickets for the party are priced at $4.00 per person. Reservations, which are limited to 350, may be obtained by telephoning Joan Stadt (library), ext. 2345; Dotti Munro (mailroom), ext. 2357; and Dora Harter (admissions), ext. 2311.

TRAIL RIDE TO BE HOSTED AT POLY

Members of the Cutting and Reining Club, a student organization of men and women interested in horse showing and horsemanship, will host riders from throughout the state in a competitive trail ride on Friday through Sunday (Apr. 5-7), at Cal Poly. The ride will cover rangeland areas of the 5,129-acre university campus. About 100 horsemen are expected to participate.

Terry Constanti, student chairman for the event, says the ride is sanctioned by the North American Trail Ride Conference and will follow the rules of the Conference. Points earned will be recorded by the conference. Participants and their horses will remain on campus at the Horse Show Arena area overnight and competition will be judged by horsemen recognized as official judges by the North American Trail Conference.

MOM'S DAY WILL BE SATURDAY, FEBRUARY 9

All Cal Poly students are being invited by the Cal Poly Women's Club to invite their moms to the university campus on Feb. 9 for "Mom's Day." Thursday's schedule will include registration and a get-acquainted coffee at Tenaya Lounge, an open house at the Home Economics Department, special campus tours, and evening entertainment at the Cal Poly Theatre. The Cal Poly Women's Club will be joined in this venture by the California Home Economics Association (Student Chapter), the American Institute of Floral Design, the Music Department, the Speech Communication Department, Gamma Sigma Sigma, Cardinal Key and Sigma Kappa. Posters with registration information have been distributed around the campus. For additional information call Erma Fennema at 544-5671 or Marj Rich at 543-3293.
SUPPORT STAFF VACANCIES LISTED

Vacant support staff positions have been announced by S. Milton Piuma (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. Cal Poly is an Affirmative Action Employer. The positions are:

Clerical Assistant II-A ($534-$649), temporary help position, University Library (Public Services Department, Reference-Periodicals Section), Academic Affairs Division. Duties and responsibilities include typing bibliographies, lecture notes, and assignments; also typing A.L.A. interlibrary loan forms; assisting with searching and verification of interlibrary loan requests; wrapping and addressing interlibrary loans to be returned; assisting at the microforms desk; filing microfilm and microfiche. Requirements: High school graduate with one year of office experience, General Clerical Test, and type 45 wpm. Closing date February 12, 1974.

Clerical Assistant II-A ($534-$649), temporary help position, University Library (Public Services Department, Circulation Section), Academic Affairs Division. Duties and responsibilities include filing of daily charge cards; clearing error sheet received from Computer Center; preparing books for mending; assisting at desk at busy times; assisting with overdue files, billings, and keypunching. Requirements: High school graduate with one year of office experience, General Clerical Test, and type 45 wpm. Closing date February 12, 1974.

Clerical Assistant II-A ($534-$649), temporary help position, University Library (Technical Services Department, Order Section), Academic Affairs Division. Duties and responsibilities include verification of data on book requests; correspondence concerning back orders and book returns; sending inquiries to publishers and book dealers; maintaining or the Publishers’ and Book Dealers’ catalog files; and processing of gift items. Requirements: High school graduate with one year of office experience, General Clerical Test, and type 45 wpm. Closing date February 12, 1974.

Clerical Assistant II-A ($267.00-$324.50), half-time position, University Library (Technical Services Department, Cataloging Section), Academic Affairs Division. Duties and responsibilities include typing and filing of catalog cards, and other clerical duties as assigned. Requirements: High school graduate with one year of office experience, General Clerical Test, and type 45 wpm. Closing date February 12, 1974.

CANDIDATES FOR FACULTY POSITIONS BEING SOUGHT

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. Cal Poly is an Affirmative Action Employer. Following is a description of the available positions:

Lecturer (salary to be determined by qualifications), part-time position for spring quarter 1974 only. Political Science Department, School of Business and Social Sciences. Duties and responsibilities include teaching courses in American Government and in Law Enforcement Processes. Candidates must possess an MA in Political Science. Minority group members and women are encouraged to apply.

Lecturer ($3,600-$4,376/quarter), Position available spring quarter 1974 only. History Department, School of Communicative Arts and Humanities. Duties and responsibilities include teaching courses in Afro-American, African, and United States history. Prefer candidates with the doctorate. Minority group members and women are encouraged to apply.

VACANT FOUNDATION STAFF POSITIONS

The following vacancies are listed on the Foundation staff of the University as announced by J. L. Fryer (Foundation Personnel Officer). Interested persons may call at the Foundation Personnel Office, University Union Building, Room 212, 546-4613, to make application. Cal Poly Foundation is an Affirmative Action Employer.

Procurement Assistant ($716-$870), Assist Buyer and Shipping and Receiving. Must be bondable, know office procedures, type 45 wpm, and light bookkeeping. All employee benefits.

Cook ($3.05/hr.) for new restaurant complex. Must have one year experience in commercial restaurant as full charge cook. All employee benefits.

GIANTS' OUTFIELDER WILL SPEAK

San Francisco Giants' outfielder Bobby Bonds will speak at Cal Poly on Wednesday, Feb. 6. Bonds will speak at 9 a.m. in Room 207 of the university union as part of Cal Poly's 1974 Black Heritage Week program of the Black Student Union at Cal Poly. The public is invited, admission will be $1.
John P. Adams (Economics) has been invited to serve as an editorial reader for the Journal of Economic Education.

Randall Cruikshanks (Political Science) has completed a year of service on the National Screening Committee of the Board of Foreign Scholarships, Institute of International Education, in New York.

Allen K. Settle (Political Science) has been appointed to the Planning Commission for the city of San Luis Obispo. The Planning Commission terms extend to June 1977.

George Gowgani and Howard Rhoads (Crop Science) attended the 26th annual California Weed Conference in Sacramento on Jan. 21-23. At the same meeting, Gowgani was elected for a two-year term as the director of the conference.

Emmett A. Bloom (Animal Science) has been honored by the California Feed and Grain Association for his contributions to the industry. Bloom was presented a plaque at the 12th annual workshop held in Fresno on Jan. 25-26. The workshops began at Cal Poly in 1961 and Bloom has been a participant in all of them as well as a participant in the annual conventions of the association.

Harmon B. Toone (Head, Dairy and Poultry Science) was elected vice chairman of the California Holstein Breeders Association at its meeting in Sacramento on Jan. 25-26. Toone has served as secretary-treasurer of the association for three years.


John B. Wordeman (Head, Graphic Communications) addressed the Printing Industries Association of Southern California in Los Angeles on Jan. 10, describing the Graphic Communications Department's objectives.

Reino Hannula (Computer Science and Statistics) has been notified that his text, "Computers and Programming - A System/360-370 Assembler Language Approach," will be off the press on Mar. 1. Houghton-Mifflin Company of Boston is the publisher.

Robert W. Dickinson and Homer E. Hoyt (Education) attended a conference on "Educational Administration in a Steady State" at Stanford University on Jan. 25-26. Some 186 school district administrators and professors of school administration from all over Northern California gathered to discuss changes in school administration.

M. Eugene Smith (History) chaired the January meeting of the San Luis Obispo County Historical Association on Jan. 19. Woody Frey (Ornamental Horticulture) presented an illustrated lecture on the "Construction and Landscaping of the Hearst Castle."

Helmut L. Schleicher (School of Architecture and Environmental Design) recently took his construction engineering students to the office of the architect of the Architectural Classroom Building to allow them to analyze the proposed building.

Carleton Winslow (School of Architecture and Environmental Design) attended a recent conference on historic preservation. The conference, under the auspices of the University of California, took place in San Francisco on Jan. 25-27.
February 5, 1974

Your Copy of "Encouraging Notes." The information on grants and proposals attached to The Cal Poly Report is always in multiples of even-numbered pages, that is, it is printed on both sides of the page. Usually we have one page (both sides) but occasionally two sheets (four pages of information). Through error, if you receive a copy of Encouraging Notes that is printed on only one side, please call the Research Development Office and ask for a complete copy.

***

Summer Seminars. Thirty-four seminars will be endowed by the National Endowment for the Humanities (NEH) this next summer in the disciplines of history, philosophy, and English and American Literature. Seven of the seminars will be in California, one in Arizona, and the remainder in the midwest and east. The list of topics, directors, and campuses is now available in the Research Development Office and in the office of the Dean of Communicative Arts and Humanities.

Prospective applicants must be teaching undergraduate courses in the listed disciplines and preference will be given to faculty who have been teaching for several years since the completion of their last academic work. Each participant will receive a stipend of $2,000 for the tenure period of two months and a travel and housing allowance of $250, if needed. Applicants may not submit applications to more than three seminars at the same time. Each of the 34 seminars will enroll 12 faculty members.

Application must be made to the director of the seminar, who will provide necessary information and application forms. Since the deadline is February 11, it will probably be necessary to call the director to request necessary materials.

***

Lectureships in U.S.S.R. The Council for International Exchange of Scholars announces that approximately ten lectureships are being offered under the 1974-75 exchange agreement between the United States and the Soviet Union. Areas included are natural sciences, engineering, mathematics, social sciences, and humanities (American literature and history, specialists in domestic affairs, and linguistics). Deadline is February 28, 1974. For information and application forms, contact:

Ms. Georgene B. Lovecky
Council for International Exchange of Scholars
2101 Constitution Avenue, N. W.
Washington, D. C. 20418
(202) 389-6637

***

N.E.A. Guide to Programs. The National Endowment for the Arts (NEA) has a Guide to Programs available in the Research Development Office. The guide lists programs
N.E.A. Guide to Programs (Continued) in architecture, dance, education, literature, museums, music, public media, theatre and the visual arts. Deadlines for FY 75 and 76 would make many of these programs available.

Education Programs. The Department of Health, Education and Welfare (DHEW) has already issued or will soon issue requests for proposals (RFP's) for the following programs:

1) Establishment of approximately 24 child service demonstration centers for children with special learning disabilities. Applicants must develop a two-year operational plan which includes design and implementation of a model demonstration program to provide comprehensive educational services for children with specific learning disabilities; and the development of a dissemination strategy for information and exemplary program activities.

2) Establishment of a leadership training institution in the field of learning disabilities which will provide technical assistance to approximately 45 model demonstration centers.

3) Establishment of a plan for comprehensive services designed to meet identified, developmental needs of severely handicapped children and youth, a demonstration program providing direct educational and/or training services, and dissemination strategy for information and exemplary program activities.

Further information and copies of request for proposals may be obtained from:

Attention: M. L. Eads
Department of Health, Education and Welfare
Office of Education
Contracts and Grants Division/SSB
Room 5914, Regional Office Building
400 Maryland Avenue
Washington, D. C. 20202

No deadlines are given.

* * * *

Fellowships for Journalists. The National Endowment for the Humanities (NEH) is providing 24 fellowships for the next academic year at the University of Michigan and Stanford University (12 at each university) to provide journalists an academic year of study. Fellows may not be candidates for a degree, nor is academic credit given for courses taken; this approach provides greater freedom and flexibility in pursuing a course of study. The fellowships provide salary-equivalent stipends not to exceed $1,500 per month, plus tuition and a $250 books-and-supplies allowance. Deadline is April 1. For applications or information write:

NEH Fellowships for Journalists
C-3, Cypress Hall
Stanford University
Stanford, CA 94305
(415) 321-2300 x 4937

NEH Fellowships for Journalists
Department of Journalism
University of Michigan
Ann Arbor, MI 48104
(313) 763-2400