Dr. Marjorie Downing of Scripps College has been named President of California State College, Sonoma, effective this summer. Dr. Downing, with a combined ten years of deanships at Scripps College in Claremont and Sarah Lawrence College in New York, will become the first woman President of a public senior higher education institution in California.

She will succeed Thomas H. McGrath who is retiring from the presidency of the 5,500-student campus at Rohnert Park following the end of the 1973-74 academic year. Currently Frederick Hard Professor of English Literature at Scripps, Dr. Downing was Dean of the Faculty at the Claremont college for women for six years beginning in 1965. From 1961 until moving to Claremont, Dr. Downing served as Dean of the College at Sarah Lawrence. During both deanships she held concurrent positions as Professor of English.

Born in March, 1917, she began a collegiate teaching career at Barnard College in New York upon receiving her Ph.D. from Yale University in 1942. She taught in Barnard's English Department five years. Dr. Downing was a member of the English faculty at Brooklyn College between 1947 and 1961. She served on numerous committees, including appointments, curriculum, tenure, as well as directing an experimental curriculum.

She has served on the board of the Western Association of Schools and Colleges and as Vice Commissioner WASC's Accrediting Commission for Senior Colleges and Universities in 1970.

NURSERYMEN RETURN FOR ANNUAL REFRESHER

Two hundred nurserymen will convene on the campus of Cal Poly on Tuesday, Wednesday, and Thursday (June 4-6) for the 26th annual Refresher Course for Nurserymen. The three-day meeting is co-sponsored by the California Association of Nurserymen and the Ornamental Horticulture Department at Cal Poly.

The course carries the theme "The Crunch: A Boon For the Nursery Industry." Sessions to be held in Tenaya Hall, the Cal Poly Theatre, and the Julian A. McPhee University Union, will cover new products, merchandising, economics, and communication. Dr. Howard Brown, head of Cal Poly's Ornamental Horticulture Department, says the program will include speakers from industry, government, and education.

Refresher course participants will join members of the Cal Poly Ornamental Horticulture Club at the club's annual banquet in Chumash Auditorium of the University Union on Tuesday evening.
Tickets will be needed for admission to the 68th annual Commencement ceremonies to be held at Cal Poly on Saturday (June 15). The program, which will feature an address by California’s governor, Ronald Reagan, will take place in Mustang Stadium beginning at 3:30 pm.

Everett M. Chandler (Dean of Students) said the procedure for admission tickets to Commencement has been established to assure seating for as many persons as possible from families of graduating seniors. As outlined by Dean Chandler, the plan to distribute free tickets for the event will make it possible for each senior to receive up to four tickets initially. Members of the university faculty and staff will then be able to obtain up to two tickets before any remaining tickets are then made available to the public.

Dr. Chandler emphasized that the ticket procedure is necessary to assure families of graduating students a seat in the 7,500-seat stadium.

"Without some arrangement like this, we can see the possibility that the limited number of seats available in Mustang Stadium would be filled by other people before the families of those receiving degrees could get to their seats. We certainly understand the desire of residents of the Central Coast area wanting to hear Gov. Reagan's remarks, but ask them to bear with us in this case so that our seniors can enjoy this event with their families."

Dean Chandler said seniors and graduate students who will be receiving degrees on June 15 will have until Friday, June 7, to pick up their initial allotment of four tickets. After that, members of the university faculty and staff will be able to pick up two tickets on Monday, Tuesday, and Wednesday, June 10, 11, and 12. On Thursday, June 13, seniors and graduate students, as well as faculty and staff, will be able to pick up additional tickets as long as they are available. Any remaining tickets after that will then be available on Friday, June 14, and Saturday, June 15, to the public.

From Monday, June 3, through Friday, June 14, the tickets will be available at El Corral Bookstore from 7:30 am to 4:30 pm on weekdays. The store is located in the Julian A. McPhee University Union on campus. On Saturday, June 15, any remaining tickets will be available at Mustang Stadium ticket offices from 11 am to 1 pm. Dean Chandler said radio stations serving the Central Coast area have been offered an opportunity to broadcast the governor’s address.

SUMMER WORK HOURS ANNOUNCED

For the sixth consecutive year, President Kennedy has approved the working hours for the summer as 8 am to 4:30 pm with one-half hour for lunch. The modified hours will be in effect from June 17 to Sept. 13. In cases where an employee needs to take an hour-long lunch period, the supervisor may approve an 8 to 5 workday. However, in the interest of following a uniform policy, it is expected that all offices will be officially closed for business at 4:30 pm. Supervisors and department heads are reminded of their responsibility that employees under their jurisdiction fulfill an eight-hour day and a forty-hour week.
MINI-GRANT PROGRAM UNDER WAY

Details for the 1974-75 Mini-Grant program have been completed and, contingent upon the state funding of the system's budget item (which now looks very good) approved campus proposals can be implemented during the next academic year. The following brief outline suggests the general parameters of the program:

Criteria: Proposals are limited to $2,500, but where collaboration is appropriate one proposal may be considered in combination with others. The essential criteria are the relevance of the proposal to the mission and goals of the University and the number of students which will be assisted either immediately or over a longer period of time. High priority will be given to projects which cut across departmental lines and have the greatest potential for continuing support if proved effective.

Deadline: Proposals should be submitted to Admin. 314 by 5 pm, Saturday (June 15). An extension of time may be granted where circumstances warrant, but must be obtained prior to the deadline.

Application Forms: Will be available not later than June 5 in the offices of the School Deans, Dean of Students, and Admin. 314. The basic format will be two pages covering the following information: Title and objectives of the proposal, plan of work, relation to other proposals which are being submitted, evaluation procedures, and a budget detail.

Budget Period: The funding will be for the academic year (September, 1974 through the early part of June, 1975), although a proposal may include August, 1974, if appropriate to the development plan.

Notification and Processing: All proposals will be reviewed and critiqued by the Instructional Innovation Coordinating Committee and will be transmitted to the President for final campus approval. Pending notification of the state funding, it is anticipated that notification can be completed during the month of July.

Any questions about the mini-grants should be directed to David Grant (Campus Coordinator of Innovative Projects) in Admin. 314, Ext. 2982.

AGRICULTURE TEACHERS WILL RETURN TO POLY

Vocational agriculture teachers from high schools and community colleges from throughout California will gather on the campus of Cal Poly on Monday (June 24) for the 55th annual Summer Conference of the California Agricultural Teachers Association. More than 500 teachers are expected to attend. The week will include an outdoor ranch breakfast on the Escuela Rancho, the 1,700-acre rangeland operated in conjunction with Cal Poly's animal science instructional program; a family barbecue; and an awards banquet.

In the week prior to the conference, agricultural teachers will be enhancing their teaching abilities at Skills Week sessions offered by faculty members of Cal Poly and invited instructors. Skills Week classes will begin at 9 am on Tuesday (June 18) and continue through Saturday (June 22).

SAVINGS BOND CAMPAIGN LAUNCHED

President Kennedy has announced that the annual U. S. Savings Bond drive is being conducted during the period May 30-June 14, 1974. Each faculty and staff member will be provided with a brochure outlining the advantages of participation in this program and provided with the necessary forms for starting payroll deductions. President Kennedy urged the university community to give serious consideration to the support of the savings bond campaign which would serve to protect and strengthen the economic future of the nation and at the same time provide a regular savings program. Anyone having questions with regard to this program, should contact Milton Piuma in the Personnel Office, ext. 2236.
After the considerable confusion about changes of names in The California State University and Colleges system, it appears the dust has finally settled, at least as far as the U.S. Post Office is concerned. The envelope shown in miniature at the left was received on campus several weeks ago without any address other than Calif. State Polytechnic College, California. Faculty and staff are reminded on this occasion that the official name of this institution is California Polytechnic State University, San Luis Obispo. The name should either be used in its complete form, including the comma and location, or in the familiar abbreviated form, Cal Poly.

 Twenty-five students from low income families have been selected for a summer program in Mexico, sponsored by Cal Poly and United States International University in San Diego. All students at Cal Poly, they will begin their summer experience on June 17 with two weeks of study at the USIU San Diego campus before journeying to the USIU campus near Mexico City for the remaining six weeks of the program. Ernesto Padilla (Co-director, Educational Opportunity Program) said the special program is expected to give students who would ordinarily not have the finances for such a program a chance to study the cultural heritage of Mexico through first-hand experiences. He explained that costs of the special summer program are being met through a combination of student loans and grants from Cal Poly's Financial Aid Office and monies raised by the students through a variety of means.

Known as "Man in Mexico," the Cal Poly-USIU program will explore the heritage, language, culture, and present-day social institutions of Mexico through a variety of experiences, including four university level courses to be taught by faculty of the two sponsoring universities. Field trips to several areas of Mexico are also planned.

Padilla said that persons who wish to contribute to a fund established to help meet the costs of the program are invited to send their checks made out to "Man in Mexico" to the Financial Aid Office.

After nearly 44 years, Normal L. Zellers has been vindicated. Zellers, a custodian employed at Cal Poly, has now been recognized as a world record holder. The 1974 edition of the Guinness Book of World Records, which for decades has given credit to a competitor from Walnut Creek, now lists Zellers as the holder of the world record for tree sitting. When he was 13, Zellers sat in a cottonwood tree in front of his home at 921 Marshall Ave., Mattoon, Ill., from July 22 to Sept. 16, 1930.

His world duration record of 56 days, 2 hours, 40 minutes was substantiated in a story appearing last year in the San Luis Obispo County Telegram-Tribune. Substantiation required a trip to Mattoon and research in libraries and old newspapers until a dated clipping proved Zellers' claim to the title. The 57-year-old Zellers said he just wanted to keep the record straight. Apparently, his achievement had been overlooked among a flurry of tree-sitting stories that swept the nation during the summer of 1930.
FINANCIAL AID WILL INCREASE -- OR WILL IT?

An expected 12 percent increase in the amount of federal monies available as financial aid for Cal Poly students during 1974-75 could well be offset by increases in the cost of living, according to Lawrence J. Wolf (Director of Financial Aid). Wolf, who announced that Cal Poly is scheduled to receive $576,339 for various federally-funded grant and loan programs next year, said higher costs of housing, food, and transportation will undoubtedly absorb the increase and may also limit the number of students who can qualify.

"Since, in these programs, the financial need of the individual is the primary consideration, any increase in costs directly affects that need and could result in a lesser number of students receiving aid," he explained.

Official state percentages applying to Cal Poly's allocations for 1974-75 show that the university is scheduled to receive $76,188 for the College Work-Study Program, $272,178 for the Supplemental Educational Opportunity Grant Program, and $297,973 for the National Direct Student Loan Program. Wolf said a total of 863 students have participated in the federal, state, and student body aid programs administered by the university during 1973-74. An additional 200 students are expected to receive aid during the summer quarter, which will begin in mid-June. He also said about 250 scholarships valued at $117,000 were awarded through the university's scholarship program during the 1973-74 academic year.

A WARNING TO LOCKER USERS

Faculty and staff members are requested to vacate all dressing lockers and storage baskets in main locker room Men's Gym by June 14, 1974, according to Robert A. Mott (Head, Men's Physical Education).

DAIRY SYMPOSIUM HOSTED LOCAL INDUSTRY

Five dairymen who raise registered Holstein-Friesian dairy cattle shared thoughts on facets of the industry, from selling to hired help, in a symposium presented at Cal Poly on Thursday (May 9). The annual symposium brings successful dairymen in contact with the 80 dairy science majors at Cal Poly. Area dairymen also were invited to participate in the half-day event.

A REMINDER ABOUT GRADES

Faculty members are reminded that the Records Office will be open until 12 noon on Saturday, June 15, to accept grades for the 1974 spring quarter, according to Gerald N. Punches (Registrar). Although grades are not due until June 18, we would appreciate receiving them as early as practicable before that date. Grades should not be sent by mail but delivered personally by the faculty member concerned.
SMORGASBORD AT VISTA GRANDE RESTAURANT

John C. Lee (Foundation Food Services Director) announces that on Thursday evening (June 6) from 5 pm to 9 pm, Vista Grande Restaurant will offer a smorgasbord consisting of seven special entrees, seven appetizers, nine salads, three relishes, four breads, five cakes and pastries, and three beverages. The entrees are: roast sirloin of beef, baked ham, shrimp jambalaya, caldeirada, barbequed tiny spareribs, roast turkey, and petytt panna. A few of the other special items are: rolled corned beef stuffed with cheese, Nova Scotia salad, marinated pig's feet, strudel, Napoleons, French chocolate torte, and many more. The cost is $4.95 per person. Ponciano Tabelon (Catering Chef) and Douglas Dahlquist (Cook, Vista Grande) will carve and serve for the evening. Special ice carvings by Carl Beath (Vista Grande Manager) will decorate the featured smorgasbord table. For this evening only, the regular restaurant menu will not be available. Reservations are recommended (ext. 4784).

ART INSTRUCTOR HONORED BY SMITHSONIAN

Charles W. Jennings (Art) has been informed by the Smithsonian Institute that his space painting, "Looking Back," has been accepted for permanent display in the National Air and Space Museum in Washington D. C. Mr. Jennings has followed the United States' rapidly developing program of space exploration with keen interest since childhood. This interest recently culminated in his paintings and drawings of Skylab astronauts, exhibited in March at the Art Faculty Show "Together Again." "Looking Back" was one of these paintings -- a life-size rendition of Astronaut Lousma walking in space, with the earth reflecting off his visor and the moon in the background.

INSURANCE ANNOUNCEMENT FOR RETIRING EMPLOYEES

All employees who will be going off pay status in the near future or who will be going on a leave of absence next fall, need to be aware that, if they have insurance, they will have to pay their premiums directly to the carrier (i.e., because they will not be receiving a paycheck, no insurance deductions will be made). If this matter is not taken care of before you leave, your insurance may be dropped while you are off pay status. Please see Barbara Melvin (Personnel Office), Adm. 110, if this affects you or if you have questions.

FACULTY AND STAFF TENNIS TOURNAMENT RESULTS POSTED

The annual Cal Poly faculty and staff tennis tournament was conducted Saturday (May 25) with the following results: David Ciano (Director of Judicial Affairs) won the singles championship from a field of 14 contestants defeating Timothy M. Barnes (History) in the final round.

In the doubles it was again David Ciano and his partner Laurie defeating Alfred W. Landwehr (English) and Timothy M. Barnes' for the doubles title. Frank J. Hendel (Aeronautical Engineering) was declared winner of the "over 50" singles competition.
RETIREDM RECEPTIONS FOR BLOOM AND HELMAN ANNOUNCED

A retirement coffee hosted by the Animal Science Department will be held in the Staff Dining Room on Tuesday (June 11) from 2:30 pm to 4:30 pm for "Bing" and his wife, Millie. All of their many friends are cordially invited to attend. Bing has been on the faculty since 1946.

The School of Architecture and Environmental Design will host a retirement reception for Anatol Helman in Staff Dining Room B from 2 pm to 4 pm on Thursday (June 6). Faculty and staff of the university are invited to drop by and wish Anatol well. Mr. Helman has been a member of the faculty since 1957.

O.H. DEPARTMENT GETS EQUIPMENT DONATION

Students in the Ornamental Horticulture Department will be aided in their studies by a self-study carrel provided by a grant from the New York Florist Club. Howard Brown (Head, Ornamental Horticulture) says the club, composed of florists in New York, provided $659 for the purchase of the equipment which enables one to seven students to study plant materials, flower arrangements, and similar items covered in classroom discussion by use of a slide carousel and a large viewer. The equipment will be available to students for the first time during the coming Summer Quarter.

RESIDENCE CREDIT OFFERED AT VANDENBERG

Two engineering courses to be offered for residence credit at Vandenberg Air Force Base have been added to the Summer Sessions course schedule for Cal Poly. The courses, one in engineering economics and the other in operations research, will be open to anyone who can meet the course prerequisites or obtain the consent of the instructor. They will meet on Tuesdays and Thursdays beginning on June 25 in Room A of Building 12-210.

"Principles of Engineering Economics," which will deal with the methods used to assess the time value of money, will meet from 9 to 10:30 am, and "Applied Operations Research," an overall study of the basic techniques, applications, and limitations of operations research, will meet from 10:30 to 12 noon. Fees for both three-unit courses are $20 per unit, plus other incidental costs.

ANCIENT ENGLISH BRASS RUBBINGS ON EXHIBIT AT EL CORRAL

Rubbings obtained by placing a sheet of detail paper over old brass engravings depicting the likeness of the person buried in ancient England in tombs, were made by Del Penny, a junior in Graphic Communications, during a one-year tour of England. Rubbings in gold, silver, and black are on display in the Mini Art Gallery at El Corral Bookstore through Monday (June 17). The public is invited.
NEW BOOK BY POLY PROFESSOR PUBLISHED

Drawings of a journey through the imaginary land of Epsilon by artist Vern Swansen (Architecture and Environmental Design) are featured in a new book published this week in limited edition. The 40 full-page line drawings are accompanied by a narrative of the journey along a river whose settlements depict the pageant of history, where civilizations of past and present exist in peace. The unusual book reflects lectures and art shows by the author, including an exhibit of his drawings and watercolors at The Art Center of San Luis Obispo earlier this year.

Vern Swansen teaches drawing and history at Cal Poly. A graduate of the University of Southern California, he attended the University of Aix-Marseille and was for 10 years Curator of Education for the Santa Barbara Museum of Art. Signed copies of Epsilon are on special display, and are available at El Corral Bookstore.

VACANT FOUNDATION STAFF POSITIONS

The following vacancies are listed on the Foundation staff of the university, as announced by Jack L. Fryer (Foundation Personnel Officer). Interested persons may call at the Foundation Personnel Office U.U. 212, ext. 4613, to make application. Cal Poly is an Affirmative Action Employer.

PANTRYMAN ($504-$613) Foundation Food Services, permanent, full-time. Person able to supervise, and participate in production of salad room. Must be creative in the development of salads for all Food Service areas; operate all equipment; assist with scheduling and related production responsibilities. Requirements: High school graduate with two years experience in food service in a responsible position.

COORDINATOR OF MARKETING AND PROMOTION ($905-$1100). Primary duties consist of prescribing and controlling all aspects of promotional and advertising techniques and procedures for the Bookstore and Food Services, including initiation, implementation, control, research, testing and analysis of marketing and management programs. Requires college and/or professional experience in marketing and management. Minimum of two years experience demonstrating successful creative promotional skills, ability to communicate successfully with fellow employees and the general public.

OFF CAMPUS POSITION VACANCIES

Information on the administrative position vacancies listed below can be obtained from the Placement Office, Adm. 213, ext. 2501:

California State University, Fullerton - Associate Dean, School of Humanities and Social Sciences (no salary listed), twelve month position. Earned doctorate or equivalent, acceptability for faculty appointment at the rank of Associate or Full Professor in one of the disciplines encompassed by the school, and experience in university-level teaching and administration required. Deadline for application is June 7, 1974.

University of Wisconsin, Oshkosh - Vice Chancellor (no salary listed). Record of significant achievement in scholarship and academic administration at the university level and knowledge of contemporary trends in higher education desired. Deadline for application is June 21, 1974.

University of Wisconsin, Oshkosh - Dean of Graduate School (no salary listed). No qualifications listed. Deadline for application is June 21, 1974.

Typewritten copy intended for the next issue of Cal Poly Report must be received prior to 12 noon on Friday (June 14) in the Office of Information Services, Adm. 210. Copy intended for Cal Poly Dateline, which replaces the "Coming Events" section of Cal Poly Report and is published separately on Thursdays, is due in the Office of Information Services by 12 noon on Tuesday (June 11).
Robert J. Rodin (Biological Sciences) was informed that his abstract for a paper titled, "The Ethnobotany of the Kwanyama Linguistic Group, Ovamboland, South West Africa," which he will present at the American Institute of Biological Sciences meetings in Tempe, Arizona, on June 16-20, was published in Volume 61 of the American Journal of Botany, 1974.

Alfred M. Bachman and Neal R. Townsend (both Mathematics) attended an informational conference on the latest University of Illinois School Committee in Mathematics Project held in San Francisco on May 21.

Luther Bertrando (Computer Center), Charles E. Dills (Chemistry), and Robert L. Hoover (Social Sciences) were among those serving as hosts to the Friends of Archaeology, a Los Angeles-based group of interested private citizens who toured local archaeological sites on May 25-26.

Kendrick W. Walker (Philosophy) has just received certification from the University of Southern California that he has completed all requirements for the Doctor of Philosophy degree.

Nancy A. Jorgensen (Counseling) presented a program of songs by Rogers and Hammerstein at the 25th anniversary meeting of the Shell Beach Women's Club on May 21 in Shell Beach. She also attended a meeting of TOPS (Take Off Pounds Sensibly) on May 24 at the First Baptist Church in San Luis Obispo. The title of her talk was "Psychological Aspects of Overeating."

Grace J. Burtis (Home Economics) has been awarded a University (State Doctoral) Fellowship for this summer from Texas Woman's University.

J. Barron Wiley (Education) was recently installed as president of the local chapter of Phi Delta Kappa, a professional fraternity for men in education.

Thomas T. L. Chou (Electronic and Electrical Engineering) attended the fourth annual Semiconductor Equipment and Materials Institute Conference and Exhibition in San Mateo on May 21-23. His attendance to the conference was sponsored by the Lockheed Missiles and Space Company of Sunnyvale. Chou, who is currently on leave from the university, has accepted an appointment as a research specialist from Lockheed for the coming summer.

Daniel E. Krieger (History) attended the Pacific Northwest Section meeting of the Conference on British Studies at Washington State University on April 18-19. Dr. Krieger read a paper entitled, "Colonial Critic--War Critic: E. D. Morel, A Case Study," to the session dealing with the peace movement in the Twentieth Century. His paper dealt with the political and sociological origins of the most important currents of resistance to the First World War.

Stanley A. Malinowski, Jr. (Music) presented a paper at the 21st annual seminar of the Intercollegiate Musical Council at Miami University, Oxford, Ohio. The Cal Poly Men's Glee Club has received an invitation to perform at next year's meeting of IMC, the national association of men's choruses.
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, Range C or D (One position at 0.6 time or two positions at 0.2 and 0.4 time), Political Science Department, School of Business and Social Sciences. Duties and responsibilities include teaching U.S. Constitution and the principles of California State and local government. Candidates must possess a master's degree or a doctorate in political science. Minority group members and women are encouraged to apply. Position(s) available: Fall quarter 1974 only.

Lecturer, Range C or D ($2,800-$3,677/quarter), History Department, School of Communicative Arts and Humanities. Duties and responsibilities include teaching U.S. history general education courses. Emphasis is on 20th century America. Candidates with a doctorate preferred. Minority group members and women are encouraged to apply. Position available: Fall quarter 1974 only.

Director of Educational Opportunity Program ($12,504-$20,364/annually), Educational Opportunity Office, Student Affairs Division. Duties and responsibilities will be those of the chief administrative officer of the EOP program, providing direct supervision to employees and participating in developmental programs. A doctor's degree is preferred. Minority group members and women are encouraged to apply. Position available: Applications accepted through August 1, 1974.

Coordination, Alumni Services (Administrative Assistant I) ($12,384-$15,060/annually), Administrative Affairs Division. Duties and responsibilities include responsibility for fiscal management of university resources allocated to Cal Poly Alumni Association, management of such Association funds, property, and resources placed under University jurisdiction, maintaining records and reports on operation of Alumni services, including memberships, directories, fund-raising, election of officers, correspondence, surveys, and similar activities. Candidates must be college graduates with at least two years of experience in student affairs work of a comparable nature or equivalent, possession of a master's degree in related field will be considered as equivalent to a year's experience. Minority group members and women are encouraged to apply. Applications will be accepted through July 1, 1974.

Career Advancement Coordinator ($16,752-$25,992/annually), Administrative Affairs Division. Duties and responsibilities include designing, developing and implementing a system to make full use of education technology, multimedia techniques and mass-communication methods applicable to a total career advancement program. Emphasis will be on coordinating information programs for developing wide-spread support for the understanding of a Career Resources Center and other career-related activities of the University. Candidates should possess a minimum of a bachelor's degree with a master's degree preferred. Experience in various aspects of a university career advancement program is required with a thorough knowledge of the principles, concepts and activities of such programs in public institutions. Candidates should also provide evidence of ability to maintain liaison with business and campus officials. Minority group members and women are encouraged to apply. Applications will be accepted through July 1, 1974.

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 IV ($774-$892), Financial Operations Department, Business Affairs Division. Duties and responsibilities include co-ordinating movement of data from accounting data process area to Computer Center. Processing estimates, standard agreements, special funds (housing, parking, capital outlay, summer session, extension). Setting-up programs on a daily or monthly schedule for job stream. Requirements: High school graduate, training and/or experience in data processing helpful, three years of progressively more difficult and responsible general clerical, secretarial or administrative assignments of which at least one year has been in a State University. Closing date: June 11, 1974

Intermediate Account Clerk ($554-$659), Financial Operations Department, Business Affairs Division. Duties and responsibilities include performing clerical work of average difficulty. Checking invoices against purchase orders and preparing claim schedules for payment. Making arithmetic calculations to determine discounts when applicable. Requirements: High school graduate with one year office experience, General Clerical Test administered to all clerical applicants, type 45 wpm. Closing date: June 11, 1974

Custodian ($586-$713), Custodial Department, Business Affairs Division. Duties and responsibilities include sweeping, scrubbing, mopping, waxing, and polishing floors; cleaning classrooms, laboratories, shops, lavatories, locker rooms, blackboards, replacing lamps in light fixtures; safeguarding buildings or equipment from unauthorized use. Requirements: Education equivalent to completion of the eighth grade; and one year experience as a janitor or custodian. Closing date: July 1, 1974
Scientific Research Investigations. The US Air Force Office of Scientific Research has published a general solicitation for fundamental scientific research investigations in a number of disciplines. No fixed deadlines are established for receipt of proposals. Basic investigations are supported in areas of the chemical sciences, mathematical and information sciences, electronic and solid state sciences, aeromechanics and energetics, life sciences, and general physics and geophysics. Selection criteria include relevance to Air Force needs; technical quality and originality, including potential for advancing scientific understanding; experience and qualifications of the investigators; adequacy of facilities; and reasonableness of proposed budget. Contact:

Air Force Office of Scientific Research (CCC)  
1400 Wilson Boulevard  
Arlington, VA 22209

Exxon Education Foundation. The Exxon Education Foundation has begun a new program called IMPACT, under which grants will be made to colleges and universities to implement new educational techniques that have been developed and tested on other campuses. The deadline is July 1, 1974. Under IMPACT, the Foundation will disseminate information about educational innovations of demonstrated merit and share the cost of implementation with institutions that wish to adopt one. Current IMPACT innovations available for implementation (most grants will not exceed $6,000): (1) exper sim: a system for teaching research design through computer simulation; (2) guided design: a new teaching method combining principles of programmed instruction with open-ended problem-solving; (3) tips: a diagnostic tool to individualize instruction in the large class; (4) student-to-student counseling: a systematic approach to training students as academic counselors. Brochures describing these programs are available in the Research Development Office. Or contact:

Frederick de W. Bolman, Executive Director  
Exxon Education Foundation  
111 West 49th Street  
New York, N. Y. 10020

Other Foundations and Corporations. These agencies do not have prescribed deadlines and offer excellent opportunities.

1. National Geographic Society. Basic research and/or exploration in the sciences pertinent to geography. Included but not limited to projects in geography, anthropology, archaeology, astronomy, general biology, botany, ecology, ethnology, geology, glaciology, marine biology, mineralogy, oceanography, paleontology, and zoology. Edwin W. Snider, Secretary, Committee for Research and Exploration, National Geographic Society, 17th Street and M Street, Washington, D. C., 20036.
2. Russell Sage Foundation. Social science research grants for minority faculty who have recently received their doctorates and who have been out of graduate school three years or less. Dr. J. Herman Blake, Provost, Oakes Colleges, University of California, Santa Cruz, Santa Cruz, CA, 95060.

   1) Higher Education: alternatives to traditional four-year degrees, position of women in higher education, the trend toward collective bargaining.
   2) Early Childhood Education: of special interest is the impact on children of public policies and of major changes in family structures, the roles of men and women, and attitudes toward child rearing and raising.
   3) Opportunities and Rights: educational programs designed to help minority groups obtain equal opportunity and rights as citizens. Most of the Carnegie grants have gone to organizations providing central or regional services or promoting inter-institutional cooperation. Alan Pifer, President, Carnegie Corporation of New York, 437 Madison Avenue, New York, N. Y., 10022.


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National Endowment for the Humanities Fellowships. Deadlines of June 17, 1974, and October 15, 1974; applicants may apply against only one deadline. The 1975-76 fellowships are salary-matching up to $20,000 per year for 6-12 months. Scholars, teachers, writers and other interpreters of the humanities who have contributed to knowledge in the humanities and have completed their formal professional training are eligible. Fellows may not hold other major fellowships, but may hold sabbaticals, grants from applicant's institution, or small supplemental grants. Contact:

Division of Fellowships
National Endowment for the Humanities
806 - 15th Street, N. W.
Washington, D. C. 20506

* * *

National Institutes for the Humanities. Under a grant from the National Endowment for the Humanities, Yale University will be the first university to have a funded National Institute for the Humanities. In 1974-75 Yale University's program will be in the planning stage, but in 1975-76 there are plans for ten Senior Fellows and ten Junior Fellows to attend the Institute. The main theme, "The Humanities and the National Life," will be divided by years into three topics: American Roots, Humanistic Values, and Educational Applications. So that Fellows can put into practice the knowledge they will have gained, the Fellows' home colleges and universities will be eligible to apply for Demonstration grants. As more information is available, notice will be published in Encouraging Notes.

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The next publication of Encouraging Notes will be in September when we bring you up to date on materials received during June, July and August.