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CALIFORNIA STATE COLLEGE AT SAN BERNARDINO



September 8, 1967

The BULLETIN

NEW EMPLOYEES INVITED TO INSURANCE CLINIC

All new personnel at the College, both faculty and staff, are invited to an Insurance Clinic on Friday, September 15.

Insurance men will discuss the various insurance plans of the College, in order to assist new personnel in selecting their insurance coverage.

The Insurance Clinic will be held between 2 and 4 p.m. on Friday, September 15, in Rooms L-143, L-145, L-147, L-149 and L-151.

CAMPUS GROWTH TO CONTINUE

Bids will be opened at the College at 2 p.m. Tuesday, October 10, for the new Maintenance Shops and the new Corporation Yard, to be constructed at the northwest corner of the campus.

MOVING DAYS ARE HERE AGAIN

The offices of twenty faculty members will be moved to the new Physical Science Building next week. The moving process is scheduled to begin on Friday, September 15, and to be completed on Saturday, September 16.

Several other moves are scheduled soon into the newly completed building. The Division of Natural Sciences and the Department of Education are scheduled to move to the Physical Science Building later in September.

NEW ADMINISTRATIVE ASSISTANT HAS WIDE DUTIES

Mrs. Barbara (Edward) Lee, who joined the College on August 1 as Administrative Assistant to the Dean of Academic Affairs, has a wide range of duties.

Mrs. Lee's duties include work related to faculty appointments, class schedules and schedule changes, the academic calendar, the catalog, information regarding grants, and special assignments in the area of academic administration.

Before joining the College, Mrs. Lee was assistant to the Dean of the Faculty at Scripps College, one of The Claremont Colleges. Mrs. Lee has four children, the youngest of whom begins kindergarten this month. Her husband is manager of Home Savings and Loan in San Bernardino.

FOURTEEN PERSONS JOIN CSCSB SEPTEMBER 1

Growth of the College is reflected in the large number of new faces on the campus this month. Another fourteen persons joined the faculty or staff effective September 1. More new faculty members will arrive later in September.

Mrs. Aletha H. Fletcher of Loma Linda, a librarian, became the newest faculty member to arrive officially on campus.

Six of the new staff members are stationary engineers who will help operate the enlarged Physical Plant facilities. The new stationary engineers are Robert Friese, Perris; William Habant, Santa Ana; Lewis C. Hudson, San Bernardino; Robert F. Lohnes, Running Springs; Michael D. Rasmussen, Ontario; and Jess E. Wade, Colton.

Three of the newcomers to the staff are custodians. They are George Boatner, San Bernardino; Mrs. Betty (Alonzo) Phillips, San Bernardino; and James R. Waters, Sr., Rialto.

Two of the newcomers are intermediate typist-clerks. Miss Kathleen Jager of Fontana will work in the Division of Humanities office, and Mrs. Beverly (Dean) Oosterhous of San Bernardino will divide her time between the Health Center and the Executive Dean's office.

Mrs. Barbara (Robert) Mayo of San Bernardino, an intermediate stenographer, will work in the Division of Natural Sciences office.

Mrs. Virginia (Richard) Lewis of Riverside, a senior stenographer, will work in the President's office.