James Urata, Building Coordinator, has been named Director of Physical Plant, President John M. Pfau has announced.

Mr. Urata will take over as head of the Physical Plant operation, effective as of the first of the year, filling the vacancy left by the retirement of Andre Maurel.

Mr. Urata, who joined the College in 1963 before the campus was built, has been responsible for supervision of construction of the buildings, during which he worked with administration, faculty, architects, construction personnel, utility and government agencies. He has seen the College grow from a dream into a well-developed campus.

As Building Coordinator he also worked closely with student groups such as the disabled students, when new regulations were developed to provide easy access by the handicapped to existing buildings.

He will continue limited responsibilities as Building Coordinator in addition to his new duties with the Physical Plant.

A native of Los Angeles, Mr. Urata earned two degrees at San Diego State U, including a master's in industrial arts education, and taught industrial arts before coming to CSCSB.

During his Army service he served as an Army Intelligence language specialist.

He has been active in San Bernardino civic affairs, serving as a member of the City Board of Water Commissioners, YMCA Board of Directors, and First Vice President of the San Bernardino Kiwanis Club, is past president of the Riverside Chapter of the Japanese American Citizens League, and is a Trustee for the First Congregational Church of San Bernardino.

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Cal State, San Bernardino, has been extended formal recognition and affiliation with the Joint Council on Economic Education. Word was received recently from the Council's headquarters in New York indicating that the College has met the requirements for establishing the center. James Charkins, Assistant Professor of Economics, will serve as Director.

The goal of the council is to produce better-informed citizens on economic matters. Dr. Charkins has already conducted seminars and in-service workshops in some San Bernardino County schools as well as a seminar for teachers held on campus last July.

He plans to introduce more economic education into local schools and try to
reach future teachers, CSCSB students and the public to promote economic understanding. "Some knowledge of the U.S. economic system and economics in general are necessary in today's world," says Dr. Charkins. "That's why we are trying to reach the schools and the public -- to improve economic literacy!"

Funding is by the Economic Literacy Project of the Chancellor's Office.

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EMPLOYMENT OPPORTUNITIES

Cler. Asst. IIA (3 positions) - Library. Qual: Type 50 wpm; equiv. 1/hr. f.t.; cler. exp.; Salary: $657.56/mo.; temp. till 6/30/79; 35 hr/wk., some weekend & eve.; apply by 12/21/78.

Cler. Asst. IIA - Library, Tech. & Public Serv. areas. Qual: type 50 wpm; equiv. 1/hr. f.t.; cler. exp.; Salary: $729/mo. 40 hr/wk., some weekend & eve.; perm.; apply by 12/21/78.

Dept. Sec'y IB - Health Admin./Planning Prov. Type 50 wpm; shorthand/dictaphone: 60 wpm; 2 yrs./f.t. cler. exp.; 40/hr wk.; Salary $816-974; till 6/30/79; apply by 12/24.


Resource Teacher, Reading. Upward Bound. Qual: Valid Calif. teaching cred., min. 1/yr. teaching reading; able to work Sat. morning; Salary: $10.58-11.45/hr (part-time); min. 3/hr every other wk.; till 6/79. Apply by 12/28.


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ADMINISTRATIVE OPPORTUNITIES


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The following employees are welcomed to campus:

Ext. 7429 TOPPS, Ethel
Custodian, Phys. Plant
Ext. 7429 BROWN, Aubrey
Custodian, Phys. Plant
PP-104

PROMOTION: - Key Examiner to Sr. Acct. Clerk, Accounting

APPT. TO PERMANENT POSITION - Arthur F. Craft, Custodian, Phys. Plant

LEFT THE COLLEGE - Pat Frost (Accounting), Jan Dustin (Personnel); RETIRED: Andre Maurel (Physical Plant)

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PUBLICATIONS

Carolyn Martin (P.E. & Rec.) has been informed that Hwong Publishers, Los Alamitos, has accepted her manuscript, The Games Children Play: A Collection of Elementary School Games, for publication in March, 1979. Ms. Martin will also have an article, "Cutting the Ball Off at the Net," in NAGWS Tennis Guide, 1979, published by Nat'l Assn. of Girls & Women in Sports.

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Speaking up.

Richard Nunez & Pam Stewart (College Police) spoke to Girl Scout counselors at Del Rosa Presbyterian Church and 5th & 6th Graders at North Park Elementary School. Sgt. Nunez & Juan Abarca spoke to 5th & 6th Graders at Kendall and Kimbark Elementary schools. All of the talks were on dangerous drugs and drug abuse.

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Professional Activities

Marilyn Ambrose (Education) presented a paper, "The OE/ESecuring Employment Module & Its Potential in Correction at the American Vocational Assn. meeting, Dec. 4 in Dallas.

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Sympathy

The College extends sympathy to three College Community members who lost parents through death recently:

Mrs. Anna Pfau, mother of President John M. Pfau, died December 14 in Chicago where she resided. On December 8 John H. Rolph, father of Lorraine Newman (Bookstore) succumbed to a stroke. Mr. Rolph, 83, was a resident of San Bernardino.

Walter C. Smith, 63, of Fontana, father of Cheryl Weese (Admissions) died of a heart attack on December 9 while on a trip to Lake Isabella.
Date: December 20, 1978

To: School Deans and Administrative Department Heads

From: John M. Pfau
President

Subject: Holiday Time Off

Subject to the maintenance of College operations, Governor Brown has authorized four (4) hours of informal time off for employees on either Friday, December 22, or Friday, December 29.

In order to maintain the orderly functioning of the College and provide for the distribution of checks on payday, Friday, December 29, all departments should maintain only a minimum staff the afternoon of Friday, December 22, and schedule the informal time off for as many employees as possible on that day.

Employees who are required to work the Friday of December 22, will be able to pick up their checks by noon on the 29th. Please notify Payroll by December 27 of the individuals under your supervision who will work on December 22 so that their checks can be processed early.

Employees who are on leave either December 22nd or December 29th must be charged leave time for the full period of the absence.

If you have questions concerning this matter, please contact Payroll or Personnel.

JMP: wp