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shuster memorial fund established

Notre Dame has set aside \$5 million in endowment as the George N. Shuster Fund to memorialize the man who served 10 years as assistant to its president, and director of the Center for the Study of Man in Contemporary Society. According to Rev. Theodore M. Hesburgh, C.S.C., University President, the income from the Shuster Fund will be used for emergent academic needs at the discretion of the provost of the University.

An important lay figure in the emergence of Catholicism as a force in American culture, Shuster assumed director of Hunter College in New York City in 1939 and retired as its president in 1960. He returned to Notre Dame in 1961 as Father Hesburgh's assistant and as director of a campus center coordinating research in the humanities and social sciences. Shuster had graduated from the University in 1915 and had come back after World War I to teach English and receive an M.A. Subsequently, he was managing editor of a young Catholic magazine, The Commonweal, edited in New York City where he also earned a Ph.D. from Columbia University. While president of Hunter, Shuster helped found UNESCO and served as U.S. representative to the organization.

Shuster retired in 1971 and died in January, 1977.

university receives \$10 million kellogg grant

The University of Notre Dame has received a \$10 million grant from the John L. and Helen Kellogg Foundation of Chicago to endow its Institute for International Studies. It is the largest single grant ever made to the University.

Half the grant will endow five professorships in the fields of developmental economics; government and international relations (philosophical and theological aspects); science or technology and society; sociologyanthropology, and international law and human rights. Other portions of the endowment, to be paid over a three-year period beginning in 1980, will be designated for symposia, research and publications, \$1.5 million; visiting scholars, fellows and student assistance, \$1.5 million; library and other learning resources, \$1 million, and institute operating expenses, \$1 million.

The endowed chairs will also bear the Kellogg name and be used to attract accomplished scholar-teachers whose work has an international dimension. The Kellogg Institute faculty will also include three already established chairs--the C.R. Smith Professorship in Business Administration, the Joseph and Elizabeth Robbie Professorship in Government in Education for Justice. These eight senior scholars will provide internal crossdisciplinary leadership for the 36 other faculty members in eight departments at the University whose primary academic focus is international affairs.

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Sept. 14, 1979

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A distinguished director will be appointed to head the newly strengthened institute, which was originally established in 1968 and has published 50 books on international themes. The institute will operate through an internal advisory committee composed of the eight endowed professors, the directors of the Center for the Study of Man in Contemporary Society and the Center for Civil Rights, as well as the dean of the Center for Continuing Education.

Mrs. Kellogg was a benefactor of the University, donating the Rare Book Room of the Memorial Library and Flanner Hall, a dormitory named for Thomas U. Flanner III, her deceased son of her first marriage. A native of Battle Creek, Mich., she received an honorary doctorate in fine arts from Notre Dame 10 years before her 1978 death.

lilly endowment awarded

The Lilly Endowment, Inc. of Indianapolis has announced a \$100,000 award to the University of Notre Dame to assist in the continued operation of the Center for Constitutional Studies in the Law School.

The center's activities have included a report on religiously affiliated colleges and universities for the Sloan Commission on Government and Higher Education and a conference this summer in which some 800 administrators of private and church-related institutions, including University President Theodore M. Hesburgh, C.S.C., discussed common concerns and threats to their survival.

music department offers lessons

For the past five years, Notre Dame's Music Department has offered professional music instruction to Notre Dame faculty, staff and their families. Administered through the Preparatory/ Continuing Studies in Music, private and small group lessons are given in piano and most major orchestral instruments by Notre Dame faculty and graduate music majors.

This year the program's director, Darlene Catello, announces an experimental program in piano which will involve small group teaching as well as musicianship classes. Its purpose is to broaden each student's exposure to a wider repertoire, to foster a more perceptive ear, and to develop more thoroughly a wide variety of musical skills.

For more information contact the director at 8778 or 232-5141.

special notice

The section of Educational Media known as "Audio Visual Services" has changed its name to "Educational Technology Services" in order to reflect more accurately its function.

"friends of the snite museum" formed

The University has announced the information of the Friends of the Snite Museum of Art, designed to encourage participation in the programs that will become available when its new art facility opens in the fall of 1980. Several membership categories are available that offer access to special services of the museum, such as access to special programs and free subscriptions to museum publications and exhibit guides. Dean A. Porter, director of the museum, and Thomas P. Bergin, dean of continuing education and a vice chairman of the Friends organization invite membership on the part of the faculty and staff of the University (there is also a category for student membership). Information can be obtained by writing the executive director of the Friends of the Snite Museum, Mrs. Frederick Beckman, at the Art Gallery.

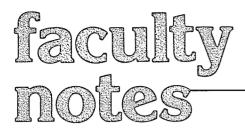
university rankings in giving and endowment

Two recent reports in The Chronicle of Higher Education reveal the University's standing nationally in recent giving and in endowment.

The University ranked 21st in the market value of its endowment, which was \$119 million at the time of the survey (it is \$127 million now). Among schools ahead of Notre Dame were Harvard, Yale, Stanford, Chicago, Princeton, M.I.T., Rice, Johns Hopkins and Dartmouth; Brown, Case Western Reserve, Swarthmore, Amherst, Williams and Carnegie-Mellon.

Notre Dame ranked 20th in gifts and bequests received between 1975 and 1978, according to the Chronicle, with an annual average of \$12.6 million. Ahead of the University were such schools as Harvard, Stanford, Columbia, Yale, Minnesota, Cornell, Southern California, Michigan, Northwestern and Princeton. Among Institutions behind it were Cal-Berkeley, Vanderbilt, Tulane, Brown, Ohio State, and Southern Methodist.

In both categories, Notre Dame was the leading Catholic institution of higher learning.



appointments

New academic-administrative appointments announced for the 1979-80 school year are: <u>Roger K.</u> <u>Bretthauer</u>, chairman of chemistry; <u>Michael J</u>. <u>Francis</u>, director of the Institute for International Studies; <u>Michael J. Loux</u>, acting chairman of philosophy; <u>Rev. Columkille Regan</u>, C.P., associate director of the Center for Human Development; <u>Roger A. Schmitz</u>, chairman of chemical engineering; <u>Mark Searle</u>, associate director of the Center for Pastoral Liturgy; <u>M. Katherine Tillman</u>, assistant provost; <u>Thomas</u> <u>A. Werge</u>, chairman of English; <u>Daniel H. Winicur</u>, assistant dean of the College of Science.

<u>Rev. Michael J. Heppen, C.S.C.</u>, has been appointed director of housing, succeeding Edmund T. Price.

James M. McDonnell, dean of student affairs at St. Joseph's College, North Windham, Maine, has been appointed director of student activites.

<u>Ralph M. McInerny</u>, Michael P. Grace Professor of Medieval Studies, director of the Medieval Institute and professor of philosophy, has been named director of the Jacques Maritain Center.

honors

Frank E. Booker, professor of law, has been elected a trustee of the Edwardsburg Public School System.

<u>Francis J. Castellino</u>, dean of the College of Science, has received the Akron Section Award of the American Chemical Society for his explanation of the way the human body's bloodclot dissolving system is activated.

Theodore J. Crovello, professor and chairman of biology, was appointed chairman of committees on Education and Computers in Systematics of the American Society of Plant Taxonomists at its annual meeting on Aug. 12.

<u>Cornelius F. Delaney</u>, chairman and professor of philosophy, has been appointed a visiting fellow of Trinity College, Oxford University for 1979-80. He will return as chairman of the philosophy department in the fall of 1980. <u>Sr. Elaine DesRosiers, O.P.</u>, director of Educational Media, has been named to the Post-Secondary Education Advisory Committee of Channel 34, Public Television (WNIT-TV).

<u>Rev. Theodore M. Hesburgh, C.S.C.</u>, University President, received the Mary McLeod Bethune Award, the highest education award presented by a federal agency, for "extraordinary commitment and outstanding leadership in helping to achieve the goals of access and excellence in education."

<u>Joseph C. Hogan</u>, dean of the College of Engineering and professor of electrical engineering, was elected to the board of directors of the Engineering College Council of the American Society for Engineering Education at its annual meeting, June 25-27.

<u>Robert J. Lordi</u>, professor of English, has been appointed to serve as a member of the Albert Schweitzer International Prize Council.

<u>Thomas J. Mueller</u>, professor of aerospace and mechanical engineering, has been chosen to be a member of the Mechanical Engineering Visitation and Accreditation Team by the Engineering Education and Accreditation Committee of the Engineers' Council for Professional Development (ECPD).

<u>Kenneth F. Ripple</u>, associate professor of law and director of the Thomas and Alberta White Center for Government, Law and Human Rights, has been reappointed to the Committee on the Federal Constitution of the New York State Bar Association. Ripple also received the Distinguished Teacher Award from the law school class of 1979.

Thomas L. Shaffer, professor of law, has been appointed to the Committee on Ethical Considerations in the Prosecution and Defense of Criminal Cases, of the Section of Criminal Justice of the American Bar Association. He has been reappointed to the Law School Accreditation Committee and chairman of the Standards Review Committee of the Section on Legal Education and Admissions to the Bar of the American Bar Association. Shaffer will be spending the fall semester as Francis Lewis Scholar at Washington and Lee University.

<u>J. Eric Smithburn</u>, associate professor of law, has been chosen to be on the board of advisors of the Indiana Criminal Law Review and the board of directors of the Indiana Juvenile Justice Task Force.



Paul P. Weinstein, professor of biology, was appointed a member of the Subcommittee on Infectious and Parasitic Diseases of the U.S.-Egypt Joint Working Group on Health Cooperation of the National Institutes of Health.

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activities

Teoman Ariman, associate professor of aerospace and mechanical engineering, presented a paper, "Pressure Drop in Electrostatic Fabric Filtration," at the Second Symposium for the Transfer and Utilization of Particulate Control Technology, Denver, Colo., July 21-24.

Hafiz Atassi, professor of aerospace and mechanical engineering, presented a lecture, "Aerodynamics of Turbomachine Blades," to the Detroit Diesel Edison Co., Indianapolis, Ind., July 31.

<u>Joseph P. Bauer</u>, associate professor of law, spoke on "Proposed Conglomerate Merger Legislation" at the Antitrust Section meeting of the American Bar Association Annual Meeting in Dallas, Tex., Aug. 13.

Harvey A. Bender, professor of biology, assisted in leading a workshop on "Biomedical Ethics: Concepts of Health Disease" at the Fellows' Meeting of the Society for Values in Higher Education, Dickinson College, Carlisle, Pa., Aug. 12-17. Bender was a member of a working group (sponsored by the Bureau of Community Health Services of the HEW Office of Maternal and Child Health) that developed recommendations for a health education strategy for a national genetics education program in August, Washington, D.C. Bender also participated in the 1979 Danforth Conference for newly-elected Danforth fellows at Keystone Lodge, Keystone, Colo., Aug. 22-26. Bender served as a resource person and convened a pro-workshop on "The Scientist as Teacher."

Donald P. Costello, professor and chairman of American studies, presented a paper, "Giulietta's Spirits and Fellini's Search for Self" in a seminar on Images of the Self in Psychology and Literature at the annual Fellows Meeting of The Society for Values in Higher Education, Dickinson College, Carlisle, Pa., Aug. 12-17.

Theodore J. Crovello, professor and chairman of biology, gave three papers at the annual meeting of the American Institute of Biological Sciences at Oklahoma A & M, Aug. 12-16: "Floristic Analysis of the Brassicaceae of the Soviet Union"; "Edward Lee Greene--His Life and Botanical Legacy"; and "Plants and Human Affairs: Educational Enhancement Via The Computer."

<u>Elisabeth S. Fiorenza</u>, associate professor of theology, has been awarded a fellowship from the American Council of Learned Societies for continuing research on "Exegetical-Historical Commentary on the Book of Revelation."

<u>Sonia G. Gernes</u>, assistant professor of English, presented a paper on the Southwest Humorists at the Popular Culture Association Conference in Pittsburgh, April 26.

J. Michael Gould, assistant professor of chemistry, presented a paper, "Phosphorylation in a Simple System Containing Only Lipids and the Chloroplast ATP Synthetase" (coauthored by L.K. Patterson, E. Ling, and G.D. Winget) at the International Union of Biochemistry Symposium on Membrane Bioenergetics, Detroit, July 5-7. Gould also presented two papers, "ATP Synthesis via the Chloroplast CFo-CF1 Complex Driven by Pulsed Ionizing Radiation" (coauthored by L.K. Patterson, E.Ling and G.D. Winget) and "Uncoupling the H+-Pumping and ATP Synthetase Activities of the Chloroplast CFo-CF1 Complex" (coauthored by C. Underwood) at the 11th International Congress of Biochemistry in Toronto, Canada, July 8-13.

<u>Joseph C. Hogan</u>, dean of the College of Engineering and professor of electrical engineering, moderated a panel discussion on "Education and the Issues" at the General Motors Conference for Business and Engineering Administrators, Detroit, June 12-14.

Bernard J. Kilbride, professor of finance, served on the faculty at the 30th session of the School of Banking of the South conducted at Louisiana State University, Baton Rouge, La., May 21-26. Kilbride also served on the faculty for the American Bankers Association's Essentials of Banking School held at Notre Dame, June 24-30.

<u>Julia F. Knight</u>, assistant professor of mathematics, gave a talk, "Expandable Models and Degrees of Unsolvability" at Penn State University, University Park, Pa., July 16.

David C. Leege, director of the Center for the Study of Man in Contemporary Society and professor of government and international studies, delivered an invited lecture, "The Logic of Survey Analysis for Public Policy" to an interdisciplinary graduate seminar on Interpreting Survey Research Findings at the University of Illinois, Chicago Circle, July 12.

<u>Thomas G. Marullo</u>, assistant professor of modern and classical languages, was a research associate at the Institute of Russian and East European Studies at the University of Illinois, Urbana from June 15 to July 20.

<u>Robert C. Nelson</u>, assistant professor of aerospace and mechanical engineering, presented a paper, "Smoke Visualization of the Boundary Layer on an Axisymmetric Body" at the AIAA Atmospheric Flight Mechanics Conference in Boulder, Colo., Aug. 6-8. <u>Kenneth F. Ripple</u>, associate professor of law and director of the Thomas and Alberta White Center for Government, Law and Human Rights, spoke to the interns of the South Bend City Attorney's office on the ramifications of the Supreme Court's recent equal protection decisions, Aug. 6.

Ellen B. Ryan, chairman and associate professor of psychology, presented a paper, "Sentence Processing Strategies of the Beginning Reader," at the International Research Seminar, Victoria, British Columbia, June 26-30. During the International Conference on Social Psychology and Language, Bristol, England, July 16-20, Ryan organized and chaired a symposium on Language Attitudes, in addition to presenting a paper (with Richard J. Sebastian, assistant professor of psychology, and two undergraduate students, Timothy Keogh and Ann Schmidt), entitled: "The Effects of Negative Affect Arousal on Reactions to Speakers."

Thomas J. Schlereth, associate professor of American studies, delivered a paper, "Academic History and Museum History" at the National Endowment for the Humanities Self-Study Conference on Museums, at the Ohio Historical Society in Columbus, Ohio, June 23.

<u>Wendy Clauson Schlereth</u>, University Archivist, chaired a session on "The Appraisal of University Records," at the spring meeting of the Midwest Archives Conference, Chicago, May 11.

<u>Richard J. Sebastian</u>, assistant professor of psychology, presented a paper with Ellen B. Ryan chairman and associate professor of psychology, and two undergraduate students, Timothy Keogh and Ann Schmidt, entitled "The Effects of Negative Affect Arousal on Reactions to Speakers," at the International Conference on Social Psychology and Language, Bristol, England, July 16-20.

J. Eric Smithburn, associate professor of law, was a faculty member of the National College of Juvenile Justice at the University of Nevada, Reno, during the month of June. During June and July, Smithburn was on the teaching team of the National Institute for Trial Advocacy, National Session, at the University of Colorado at Boulder.

James P. Sterba, associate professor of philosophy, presented a paper, "How to Avoid the Definitional Problems of 'Human' and 'Person' in Bioethical Decision-Making" at a Symposium on Biomedical Decision-Making sponsored by the Clinical Research Institute and the Law Reform Commission of Canada, May 10-11, Montreal, Canada.

<u>Wilhelm Stoll</u>, professor of mathematics, participated at the International Symposium on Differential Geometry in honor of S.S. Chern at the University of California, Berkeley, June 25-30.

<u>James I. Taylor</u>, chairman and professor of civil engineering, participated in the "Faculty Workshop on the Concept and Methods of Illuminative Evaluation," sponsored by the Lilly Endowment, Inc., Colorado College, Colorado Springs, Colo., July 1-8. <u>J. Kerry Thomas</u>, professor of chemistry, was an invited discussion leader at the Gordon Research Conference on Macromolecular and Micellar Catalysis at Wolfboro, N.H., Aug. 4-10. Thomas was also main speaker at the International Symposium on Liquid Scintillators, San Francisco, Aug. 20-24.

<u>M. Katherine Tillman</u>, assistant provost and associate professor in the General Program of Liberal Studies, participated in the "Faculty Workshop on the Concept and Methods of Illuminative Evaluation," sponsored by the Lilly Endowment, Inc., Colorado College, Colorado Springs, Colo., July 1-8. She also spoke on "Current Trends in Higher Education" to an international professional women's organization, Elkhart, June 28.

Anthony M. Trozzolo, Huisking Professor of Chemistry, presented a paper (coauthored with Thomas M. Leslie) "Some Novel Aspects of the Photo-induced Ring Openings of Aryl Oxiranes" at the Gorden Research Conference on Organic Photochemistry, Proctor Academy, Andover, N.H., July 23-27. Trozzolo also presented a seminar, "New Twists in the Photochemistry of Three-Membered Heterocycles" at the Bell Laboratories, Murray Hill, N.J., Aug. 1.

John Van Engen, assistant professor of history, has been awarded a fellowship from the American Council of Learned Societies for a research project on "The Life and Works of Rupert of Deutz."

<u>Arvind Varma</u>, associate professor of chemical engineering, presented a paper, "Chemical and Catalytic Reactor Models - A Survey" at the Second International Conference on Mathematical Modeling held in St. Louis, Mo., July 11-13.

Balu Venkataraman, visiting professor of chemistry and scientist in the radiation laboratory, presented a seminar, "Electron Relaxation Times of Transient Radicals in Aqueous Solutions" for the Chemical Physics Group of the National Institute of Health, Washington, D.C., Aug. 24.

<u>Paul P. Weinstein</u>, professor of biology, participated in the U.S.-Japan Conference, Aug. 12-16, New Orleans, La.

<u>Kwang-Tzu Yang</u>, professor of aerospace and mechanical engineering, presented a paper on "Fire and Smoke Spread" at the Center for Fire Research, National Bureau of Standards, Gaithersburg, Md., Aug. 24.

deaths

<u>Joseph W. Evans</u>, 57, associate professor of philosophy and founder and former director of the Maritain Institute, around Aug. 14.

<u>Br. John Schulte, C.S.C.</u>, 70, former cashier at the University, July 13.



special notice

Zahm Research Travel Fund

The primary purpose of Zahm Research Travel Fund is to enhance scholarly activity at the University of Notre Dame. Specifically, awards from the Fund are to partially subsidize expenses incurred by faculty and students for purposes directly related to their research, but <u>not</u> attendance at meetings. Since available funds will be limited, other means of support should also be sought whenever possible. Awardees will be limited to one award per year.

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Priority will be given to those worthwhile activities for which there is no other means of support. First priority will be given to research related travel by regular University faculty. Second priority will be given to requests for travel by graduate and undergraduate students.

In the present context, graduate students are defined as those doctoral students admitted to candidacy and those masters students who have completed all requirements except the thesis; undergraduate students are defined as only those with significant involvement in research projects in collaboration with members of the faculty.

What Activities May be Funded

Support may be requested for travel directly related to research and scholarly effort. Such activity normally includes the acquisition and development of data, analysis of data, consulting of primary materials, collections or other research resources at off campus sites or other institutions. Participation in annual discipline oriented meetings, international meetings and special symposia, even for purposes of reporting the results of scholarly efforts, is <u>not</u> fundable via the Zahm Fund; departmental and/or other travel funds should be used for meetings.

What to Submit

A short formal proposal (text not in excess of 1,000 words) should be submitted and should contain the following:

- A title page, including an appropriate space for approval and signature by a department chairman.
- An introduction explaining the background and overall purpose of the project.
- 3. A specific statement on why the travel is desirable.
- A simple statement on whether or not travel funds are or may be available from other sources, both external and internal.
- Evidence in the form of copies of letters of declination on attempts to seek travel funds from other sources.
- 6. A budget for funds requested.
- 7. A justification for each item in the budget.

When to Submit

Proposals will be accepted at any time, but a lead time of two months prior to the date of departure would be desirable.

How to Submit

Proposals should be submitted to department chairmen who will forward them via the office of an appropriate dean to the Office of Advanced Studies. Proposals will be judged on an individual basis and funds disbursed until they are exhausted for a given year. The Office of Advanced Studies will publicize awards in the <u>Notre</u> <u>Dame Report</u>.

policy

Listing of Citations for Publications in the Notre Dame Report

- Members of the Administration may report on honors, activities, publications, etc. in the <u>Notre Dame</u> <u>Report</u> in exactly the same manner as a member of the faculty, provided the material in question is professional or scholarly in nature. Access to the Report is to be through the Office of Advanced Studies, Division of Research and Sponsored Programs.
- Publications of Administrators in professional journals will be carried under the heading of "Administration" in the Report.
- 3. Publications of Administrators which do not deal with their professional areas are to be noted in the Staff Newsletter, published by the Personnel Office.

notes for principal investigators

NIH Proposal Submission Procedure

The Division of Research Grants of the National Institutes of Health has requested that principal investigators not bind or staple applications or copies of applications. NIH advises that following this suggestion will facilitate the processing of applications.

Indirect Costs Rates for Government Sponsored Programs for Fiscal Year 1980

Negotiations for the fiscal year 1980 indirect cost rate for government sponsored programs have been completed. The negotiation date to be used on proposal documents is Aug. 21, 1979. The base used in calculating indirect costs is Total Modified Direct Costs (TMDC). Until further notice, the indirect cost rates to be used for government sponsored programs are:

Research Projects: On-Campus: Off-Campus:	52.97% of TMDCa 13.47% of TMDCa,b
Education Projects:	

aucation projects:			
On-Campus:	37.52%		
Off-Campus:	12.25%	of	TMDCb,c

- ^a Total Modified Direct Cost is defined as total direct cost less capital expense.
- D Off-campus rates apply when work is performed for an extended period (normally one month or more) offcampus.
- ^C Total Modified Direct Cost is defined as total direct cost less capital expense, stipend, tuition, dependents' allowance, participant travel and participant books.

information circulars

Additional information on all circulars listed below may be obtained by calling the following extensions:

Extension 7432, for information on federal government programs. Extension 7433, for information on private

foundations, corporations and state agencies. National Science Foundation

Chautauqua-Type Short Courses

No. FY80-10

Fifty-four courses will be offered in the 1979-80 program of NSF CHAUTAUQUA-TYPE SHORT COURSES with opportunity for 3,250 undergraduate college teachers throughout the U.S. to participate. Courses will be offered at 14 Regional Field Centers and five Satellite Field Centers.

The short courses provide a series of forums in which

scholars at the frontiers of various disciplines communicate recent advances in their fields directly to college teachers. The primary aim is to enable undergraduate college teachers to keep their teaching upto-date and relevant.

The program is a cooperative enterprise which involves the college teachers who participate with the encouragement of their home institutions; the various scholars who teach the short courses (course directors); the 14 Regional Field Centers who are responsible for publicity in their regions, selection of participants and hosting the short courses; the American Association for the Advancement of Science (AAAS) and a Support Field Center (University of Missouri-Kansas City), who jointly administer the national aspects of the program; and the National Science Foundation.

In each short course the course director meets with 25 college teachers for a total of four days--two days in the fall and two days in the spring. Between the fall and the spring session participants work on projects related to the course. The interim projects provide them with a structure for incorporating new knowledge, concepts or techniques in their teaching with minimum delay.

In general, the courses are open to undergraduate teachers of the natural and social sciences, mathematics and engineering, at both two-year and four-year institutions. In some interdisciplinary courses a limited number of teachers from other disciplines may be admitted.

The National Science Foundation provides overall support, including lodging on a double occupancy basis for participants. Course directors have available an allowance of \$15 per participant for the purchase or preparation of instructional materials. Participants or their institutions bear the costs of transportation, meals and incidental expenses.

National Institutes of Health Revised Instructions for Completion of Research Grant Applications (Form PHS 398)

No. FY80-11

The following changes are effective immediately for all NIH research grant applications. Follow carefully the rest of the current instructions.

- Provide biographical sketches only for the key professional personnel engaged on the project. Do not exceed 2 pages for each individual.
- Ignore Sections A through D on pages 8-9 of the current instructions for form PHS 398. Instead, organize the Research Plan to answer these questions:

What do you intend to do? Why is the work important? What has already been done? How are you going to do the work?

Include sufficient information to facilitate an effective review without reference to any previous application. Be specific and informative and avoid redundancies. Reviewers often consider brevity and clarity in the presentation as indicative of a



principal investigator/program director's approach to a research objective and ability to conduct a superior program. Those who find it absolutely essential to exceed the page limitations stipulated must explain why in a statement at the beginning of the research plan. The suggested format and page limitations are as follows:

- A. Specific Aims one page.B. Significance three pages.
- C. Progress Report/Preliminary Studies eight pages.
- D. Methods no page limitation specified, however, make every attempt to be succinct.
- 3. Mention the principal author's name when citing literature in the text, but provide the complete references in a list at the end of the Research Plan. Do not scatter references throughout the text. The list may include, but may not replace, the list of publications in the progress report required for competing continuation and supplemental applications. Each citation must include the names of all authors, the name of the book or journal, volume number, page numbers and year of publication. Although no page limitation is specified for this part of the application, make every attempt to be judicious in compiling the bibliography. It should be relevant and current. It need not be exhaustive.
- 4. Six sets of the appendix material should be included in the application package. Do not mail this material separately. Identify each of the six sets with the name of the principal investigator/program director and the project title. Appendix material will not be duplicated with the rest of the application, but will be made available to the primary reviewers and to any other reviewer who specifically requests it. For competing continuation and supplemental applications, submit six sets of all publications and completed manuscripts that have resulted from this project since it was last reviewed competitively. New applications may also have appended to them six sets of similar background material pertinent to the application. For all applications, photographs, oversized documents or materials that do not reproduce well should also be submitted in six sets. Graphs, diagrams, tables and charts may also be submitted as appendix material.

National Endowment for the Arts Literature Program

No. FY80-12

The Literature Program of the National Endowment for the Arts provides assistance to the individual creative writer, encourages greater audiences for contemporary literature, and helps support professional literary organizations.

During the past several years, the program has made its assistance available through fellowships to creative writers, through support of writers' residencies and through grants to the nation's small literary magazines and presses.

The program also assists audience development and helps provide increased public access to fine works of contemporary literature through support to nonprofit dis-tribution and promotion projects. The program also

aids service organizations that provide information and technical guidance to writers.

Grants are made in a variety of areas that cover a broad range of literary activities, from the traditional to the innovative, and that aid individuals and organizations at various stages of development. The Endowment is concerned both with supporting the highest standards of quality and with aiding the development of new creativity in the field.

Every other year, the Literature Program awards fellowships to published writers of exceptional talent. The next fellowship applications will be accepted in fall 1980.

Grants are available to nonprofit, tax-exempt organizations that:

- Publish, distribute or promote volumes of poetry, fiction, plays and other creative prose by contemporary writers
- * Publish literary magazines
- * Sponsor residencies for writers
- * Provide services to writers

The Assistance to Small Presses Grant Category has a deadline of Oct. 3, 1979, the Assistance to Literary Magazines has a Nov. 15, 1979 deadline, March 15, 1980 is the deadline for the Residencies for Writers Category and March 1980 is the recommended deadline for the Distribution and Promotion Grants.

Bunting Institute of Radcliffe College Fellowship Programs for 1979-80

No. FY80-13

The Mary Ingraham Bunting Institute of Radcliffe College announces its fellowship programs for 1980-1981: The Bunting Fellowships for women to pursue independent study in academic or professional fields, in creative writing or in the arts. The application deadline for the year 1980-81 is Oct. 15, 1979. Public announcement of the appointment of the Bunting Fellows of Radcliffe College will be made in May 1980; the Nontenured Women Faculty Fellowship program for junior faculty women at major research universities. Applicants may be nominated by their institutions or they may apply directly to the Bunting Institute. Institutional nominations for the period 1980-1982 are due by Oct. 15, 1979. Applications from nominees and from those applying independently to the Institute are due by Nov. 15, 1979. Public announcement of the appointments will be made in May 1980; and the Independent Educational Research Project, a special three-month summer program open to men or women teaching at nonresearch institutions. Applications for the period July through Sept. 1980 are due Oct. 30, 1979. Public announcement of the appointments will be made in May 1980.

National Aeronautics and Space Administration Cost-Sharing by Educational Institutions

No. FY80-14

In implementing the statutory requirement, appearing in various NASA Appropriations Acts, for cost sharing of research resultant from unsolicited proposals, NASA has, over the years, generally required that educational institutions share in the cost of such research. This requirement was derived from our understanding that there was generally extant a "mutuality of interest" in such relationships thereby bringing into play the costsharing requirement.

In hearings before the Subcommittee of the Senate Committee on Appropriations regarding NASA appropriations for FY 79, an issue was raised as to whether NASA might not be interpreting the "mutuality of interest" concept too stringently, possibly discouraging the submission of unsolicited proposals. Subsequently, the Senate Committee on Appropriations expressed its concern that "Government regulations implementing this (cost-sharing) provision have gone beyond its requirements ... that cost-sharing by a grant or contract recipient is required only when it is demonstrable that the recipient will realize a benefit from the research other than the benefit intrinsic in conducting research for the Government."

In the light of the foregoing, this office and the University Affairs office have reassessed NASA cost-sharing practices as they pertain to agreements with educational institutions and believe new direction is desirable and consistent with legislative intent. Since the activities of educational institutions under NASA research grants, cooperative agreements and contracts do not generally produce benefits that can be measured as having significance apart from the benefit intrinsic in conducting research for NASA, such agreements should, in such instances, not be subject to the cost-sharing requirement. Applicable NASA issuances will be revised, as appropriate.

Administration on Aging Minority Research Associate Program

No. FY80-15

The Administration on Aging is initiating under Title IV-A of the Older Americans Act the Minority Research Associate Program to address the shortage of minority researchers in the field of aging. The program will provide, with funding support, education and research opportunities to strengthen the interest, participation and productivity of minority scholars in the field of aging research.

Minority social scientists with the following qualifications are encouraged to participate in the program:

- * Asian/Pacific, Black, Hispanic or Native Americans;
- * with no background in gerontology; and
- * whose expertise could be utilized in aging research leading to:
 - expansion of the base knowledge concerning minority aging:
 - improvement of service or service delivery to the minority elderly; or
 - new policy recommendations benefiting minority elderly.

Limited funds are available to public or nonprofit agencies, organizations or institutions which compete successfully to carry out the objectives of the program. Closing date for application is Sept. 20, 1979. Funded projects may start between Jan. 1 and June 30, 1980, for a two-year project period.

National Science Foundation United States-France Exchange of Scientists

No. FY80-16

In furtherance of a decision by the governments of France and the United States of America to develop scientific and technical cooperation, a program for exchange of young scientists is jointly sponsored and administered by the National Science Foundation of the United States and the National Center for Scientific Research of France. Exchange awards are made for study or work in the mathematical, physical, chemical, engineering, biological and social sciences including economics. Awards will not be made in the medical sciences or in education or business fields.

Eligible individuals are citizens or nationals of the United States and France who will have earned in the science areas designated in the preceding paragraph a doctoral degree or its equivalent, not more than 5 years prior to the commencement of the exchange visit. Foreign nationals in the United States with permanent resident status are not eligible to apply for awards under this program.

Eligible institutions are, for French candidates, any appropriate nonprofit United States institution and, for American candidates, any appropriate nonprofit French institution. Appropriate nonprofit institutions in this program will be institutions of higher education; government research institutes, laboratories or centers; and privately sponsored nonprofit institutes.

The period of the exchange visit should be between 5 an. 15 months. Shorter or longer visits, or extensions of time, may be approved upon adequate justification when recommended by the host institution.

The competition will be open from Sept. 1 to Nov. 1, 1979.

The Wilson Center Fellowships

No. FY80-17

Divisions:

- <u>The Division of Historical and Cultural Studies</u> is devoted to research in all fields encompassed by the humanities and the liberal and creative arts, and especially welcomes proposals relating the concerns of these areas to contemporary life.
- The Division of Social and Political Studies is designed to accommodate proposals in the fields of government and international relations, jurisprudence, sociology, economics, anthropology, psychology and other related disciplines.

Programs:

- I. The Kennan Institute for Advanced Russian Studies. Fellowships are available to researchers in any field of the social sciences or humanities having to do with Russia or the U.S.S.R. including political science, economics, history, literature, sociology and other disciplines.
- <u>The Latin American Program</u>. This program aims to support advanced research by social scientists and



humanists on Latin America, the Caribbean and inter-American affairs and to bring fresh insights by scholars to the attention of persons interested in the region from other professional perspectives -in governments, international organizations, the media, business, etc. Although all proposals will be reviewed, there is particular interest in research on the following central themes: a) The relation-ship of the international economic order to domestic choices; b) The evolution of U.S.-Latin American relations, and Latin America's international role more generally; c) The causes and dynamics of authoritarjanism, as well as the process and prospects for redemocratization; d) The interplay between cultural traditions and political institutions; e) The history of ideas in Latin America as they bear on contemporary public policy choices; and f) The viability of alternative developments in the areas.

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3. International Security Studies Program. This program proceeds with a broad definition of security issues, and its ultimate objective is to refocus and refine the analytical tools used in the development and evaluation of security policies. Prospective candidates in the fields of economics, psychology and the physical sciences should note that the program is interested in interdisciplinary studies. Subjects of special interest include: Weapons policy, design and direction of military forces, evolution of military capability, military forces as components of national power, political utility of military forces, executive-legislative relations, public opinion and political leadership, economic implications of military activity, defense budgeting as resource allocation, technological and resource imperatives in defense policies, nuclear proliferation, arms races and deterrence theory.

Annual Theme:

Although all proposals will be considered, the Center will devote some special attention to a thematic area. For 1980 the theme is: "Problems of Authority and Participation in Modern Society."

Eligibility:

Academic participant eligiblity is limited to the postdoctoral level, and normally it is expected that candidates will have demonstrated their scholarly development by the publication of some major work beyond the Ph.D. dissertation.

Stipend:

It is the Center's policy to enable each Fellow to meet, but not to exceed, his or her income rate for the preceding year.

Obligations:

The program is residential in character, and Fellows are expected to devote full time to the project. Appointments normally extend from four months to a year in duration.

Deadline: Oct. 1, 1979.

Applications:

For information on application procedures, write to: Fellowship Office/Room 321 Woodrow Wilson International Center for Scholars Smithsonian Institution Building Washington, D.C. 20560

National Endowment for the Arts National Endowment Fellowship Program

No. FY80-18

The National Endowment for the Arts announces that three sessions of the National Endowment Fellowship Program are scheduled in 1980.

The 13-week sessions are designed to acquaint participants with the policies and operations of the Endowment and to help give them an overview of arts activities around the country. Activities planned give fellows the opportunity to learn about policy development, grant-making procedures and administration in Endowment programs. In addition to working as members of the Endowment's staff, fellows attend a series of seminars with members of the National Council on the Arts, Endowment panelists, artists, journalists, federal officials and leading arts administrators.

Fellowships will be awarded on a competitive basis. Applicants must be sponsored by a college or university, state arts agency or other nonprofit, tax-exempt arts organization.

The National Endowment for the Arts inaugurated a Work Experience Internship Program during the summer of 1973. The initial sessions were very successful and the program now schedules three sessions each year. In 1979, the program was renamed the National Endowment Fellowship Program.

National Endowment Fellows represent a wide variety of backgrounds. They are generally selected on the basis of prior professional and academic experience. In previous sessions, fellows have worked in almost all Endowment offices and divisions. Former fellows are now working with state and municipal arts agencies, professional theater, opera and dance companies, universities, arts centers, museums and media organizations. Participants in the National Endowment Fellowship Program are not eligible for immediate employment at the Endowment.

Each fellow is assigned to one Endowment division or office in Washington, D.C. throughout the 13-week period. Fellows spend approximately two-thirds of their time working as members of the professional staff to gain a functional view of the Endowment and to assist programs and offices in their daily operations. Activities include work with grant applications, panel review sessions and research on policy and grants. The remainder of the time involves "fellowship activities including approximately 45 guest speaker seminars, field trips, panel meetings and National Council on the Arts meetings.

The deadline for the Spring program is Sept. 21, 1979, the Summer program has a deadline of Jan. 21, 1980 and May 12, 1980 is the deadline for the Fall program.



National Science Foundation Regional Conferences in the Mathematical Sciences

No. FY80-19

The National Science Foundation is seeking proposals from prospective host institutions in the U.S. for five-day regional conferences, each to feature 10 lectures by a distinguished guest lecturer on a subject of current research interest in the mathematical sciences. The conferences are to be held during the summer of 1980 (not earlier than June) or during the succeeding academic year. The objective of the project is to stimulate and broaden mathematical research activity on a regional basis. The organization of the conferences, evaluation of proposals and arrangements for publication of expository papers based on the guest speakers' lectures are to be carried out by the Conference Board of the Mathematical Sciences under contract with the Foundation. The conference awards themselves, however, are made by the NSF.

Approximately 10 conferences per year are projected, each to take place at a host institution during a summer week, or possibly within recess of the succeeding academic year. Topics for conferences may be concerned with any of the subdisciplines of the mathematical sciences.

Each conference must plan for a single principal guest lecturer from outside the region neighboring the host institution and not more than 25 other invited participants who are research mathematicians from within the broad geographic area surrounding the host institution. It is expected that the lecturer will give two lectures per day during the five days of the conference, with the remainder of the time available for study, informal discussion and exchange of ideas.

All invited participants in a conference receive allowances for travel and subsistence under the host institution's grant from the Foundation for the conference. In addition, the principal lecturer receives from the Conference Board a fee for delivering his lectures and a second fee for organizing these into a substantial expository paper. The Conference Board arranges for editing and publication of these papers.

The deadline for receipt of proposals is Nov. 15, 1979.

National Science Foundation Policy Research and Analysis

No. FY80-20

In recent years, public attention has focused on one after another technology that contains various mixtures of risks and benefits. At the same time, government agencies have been assigned increasing responsibility for reducing the risks inherent in modern society. In attempting to meet these responsibilities, legislators and regulatory bodies alike have encountered a host of quite new and extraordinarily complex problems. The most significant of these problems derive from the difficulties encountered in assessing and balancing partially known risks against partially known benefits.

Recognizing the importance of risk assessment to the resolution of policy issues, but noting the weakness of available tools and methods of risk assessment, the

House Committee on Science and Technology has encouraged the National Science Foundation to develop a program of "systematic research to improve the methods for evaluation of long-term comparative risks of alternative technological solutions ... to such national concerns as energy, materials, environmental quality, food or drugs". In response to this request, the Division of Policy Research and Analysis (PRA) is currently serving as the focal point for a program of research on this topic.

The Technology Assessment Group in PRA has been assigned responsibility for developing a risk assessment program, and the name of the Group has been changed to the Technology Assessment and Risk Analysis Group. This group will review both technology assessment and risk analysis proposals. Since the other PRA groups -- Environment, Energy and Resources Studies, Innovation Processes and Their Management and Socioeconomic Effects of Science and Technology -- share the concern about questions of risk and risk assessment, proposals that deal with risk, but that focus on specific applications, should be submitted to the appropriate group.

National Institutes of Health National Research Service Awards for Senior Fellows

No. FY80-21

The senior fellowship is designed to provide opportunities for experienced scientists to make major changes in the direction of their research careers, to broaden their scientific background, to acquire new research capabilities or to enlarge their command of an allied research field. In addition, these awards will enable individuals beyond the new investigator stage to take time from regular professional responsibilities for the purpose of increasing their capabilities to engage in health-related research. Awards are made to individual applicants selected through national competition.

Applicants must be citizens or noncitizen nationals of the United States, or have been lawfully admitted to the United States for permanent residence, and have in their possession a permanent visa at the time of application.

As of the beginning date of the proposed fellowship an applicant must have received a doctoral degree and must have had at least seven subsequent years of relevant research or professional experience.

Applications are accepted for a variety of research training experiences in biomedical and behavioral research. The proposed study must include the conduct of research with supervision or other opportunity for guidance appropriate to the applicant's background and objective.

Prior to submitting an application the applicant must arrange for acceptance at an appropriate institution by a responsible sponsor. The institutional setting may be domestic or foreign; nonprofit, private or public. The application must document availability of staff and facilities for the conduct of the proposed research and for accomplishing the applicant's training objectives.

There are three application receipt dates throughout the year, Oct. 1, Feb. 1 and June 1.



National Science Foundation Science Faculty Professional Development Program

No. FY80-22

The objective of the Science Faculty Professional Development Program is to improve undergraduate science teaching in 2- and 4-year colleges and universities in the United States and thereby to improve the capabilities of their students in meeting current employment requirements. To accomplish this, awards will be offered to experienced college and university science teachers to pursue 3 to 12 months of research or study for the purpose of enhancing their instruction of undergraduate students at their home institutions.

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Awardees may affiliate either with academic institutions or with industrial laboratories and other nonacademic organizations. In view of the importance which the Foundation attaches to the benefits for college teachers of exposure to industrial and other applied research experiences, applications to affiliate with nonacademic institutions are strongly encouraged.

Approximately 80 Science Faculty Professional Development grants are anticipated this year. These will be announced in April 1980. Awards are made for study or work in the mathematical, physical, medical, biological, engineering and social sciences, and the history and philosophy of science. Interdisciplinary work is encouraged. Awards are not made in clinical, education or business fields, nor in history or social work.

The deadline for filing applications for Science Faculty Professional Development awards is Dec. 3, 1979.

Woodrow Wilson National Fellowship Foundation Woodrow Wilson Women's Studies Research Grants for Doctoral Candidates, 1979-80

No. FY80-23

Purpose:

To encourage original and significant research about women on such topics as the evolution of women's role in society and particularly contemporary America, women in history, the psychology of women and women as seen in literature.

Eligibility:

Students in doctoral programs who have completed all predissertation requirements in any field of study at graduate schools in the U.S.

Awards:

Winners will receive grants averaging \$1,000 to be used for research expenses connected with the dissertation.

Deadlines:

Nov. 1, 1979, for receipt of applications. Dec. 3, 1979, for receipt of supporting documents. Jan. 31, 1980, notification of awards.

Application:

Forms are available from the address below. Applications must be endorsed by the candidate's dissertation director and graduate dean. Supporting documents consist of graduate school transcripts, letters of reference, a dissertation prospectus, a statement of career plans and a timetable for completion of the dissertation.

Woodrow Wilson National Fellowship Foundation Women's Studies Program Box 642 Princeton, NJ 08540

National Science Foundation National Needs Postdoctoral Fellowships

No. FY80-24

Approximately 130 fellowships will be awarded by the National Science Foundation for postdoctoral research and study on scientific problems related to national needs. Fellowship awards under this program will be made for appropriate research and study in the mathematical, physical, medical, biological, engineering and social sciences as well as in interdisciplinary areas. Candidates for fellowships must, in addition to being citizens of the United States, (1) have earned by the beginning of their fellowship tenures, a doctoral degree in one of the fields of science listed above or have had research training and experience equivalent to that represented by a Ph.D. in one of those fields, (2) have had the doctorate for no more than five years as of Nov. 3, 1979, and (3) not previously have entered on tenure of an NSF postdoctoral fellowship. The fellowships are awarded for scientific research at any appropriate nonprofit U.S. or nonprofit foreign institution. The usual tenure of a postdoctoral fellowship is nine or 12 months. The stipend rate for postdoctoral fellows is \$1,000 per month.

The application closing date is Nov. 2, 1979

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monthly summary Awards Received

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IN THE MONTH OF JULY, 1979

Department or Office	Principal	Short title	Sponsor	Dollars Months
		AWARDS FOR RESEARCH		
Chemistry	Pasto	Reactions involving bonding between orig- inally orthogonal orbitals	Natl. Sci. Fdtn.	30,200 12
Chemistry	Miller	Synthesis of β-lactams from hydroxamic acids	Natl. Inst. Health	56,124 12
Chemistry	Nowak	NMR studies of metals in kinases and related enzymes	Natl. Inst. Health	72,613
Physics	Browne, Darden, Funk, Kolata, Malmin, Mihel	Nuclear structure research ich	Natl. Sci. Fdtn.	225,000 12
Electrical Eng.	Liu, Fogel	Fault analysis of large scale analog systems	U.S. Navy	222,000 36
Metallurgica Eng.	1 Fiore	Environment-assisted failure of FCC high alloys	Natl. Sci. Fdtn.	107,453 12
Aerospace Mech. Eng.	Nelson	Investigation of the influence of low level wind shear	U.S. Dept. Transportation	35,282 12
Chemistry	Hayes	Core Absorption spectroscopy of metallo- porphyrins	Natl. Inst. Health	38,476 12
		AWARD FOR FACILITIES AND EQUIPMENT		
Chemistry	Freeman	Purchase of a 60 MHz nuclear magnetic resonance spectrometer	Natl. Sci. Fdtn.	26,000 12
		AWARDS FOR EDUCATIONAL PROGRAMS		
Art	Flanigan	Summer art workshops	Ind. Arts Commission	2,000
Philosophy	Manier	Evolutionary images of man, nature and society: The humanities and human scier	Natl. Endow. nces Human.	20,000 12
		SERVICE PROGRAMS		
Cent. Human Develop.	Dwyer	Needs assessment program - ministry to priests program - ministry to laity		91,690
Cent. Past. Soc. Min.	Gallen	Notre Dame Center for Pastoral Liturgy		3,885
Cent. Past. Soc. Min.	Pelton	Notre Dame Institute for Clergy Education		483
Cent. Past. Soc. Min.	Gaynor	Religious leaders program		150

Proposals Submitted

IN THE MONTH OF JULY, 1979

Department Office	<u>Principal</u>	Short title	Sponsor	Dollars Months
·····		PROPOSALS FOR RESEARCH		
Chemical Eng.	Wolf	LIGAS, a novel coal conversation process	Dept. Energy	156,011 24
Civil	Ketchum, Theis,	Physicochemical treatment of waters and	Natl. Sci.	353,748
Eng.	Irvine	wastewaters in sequencing batch reactors	Fdtn.	36
Metallurgical	Kargol	Paintability of high strength cold rolled	Amer. Iron	30,459
Eng.		steels	Steel Inst.	12
Electrical	Melsa,	Toll quality speech digitization at 16 kb/s	Defense Commun.	31,839
Eng.	Cohn		Agency	5
Metallurgical	Fiore	Role of hydrogen in the embrittlement of	Internatl.	37,159
Eng.		Ni-base superalloys	Harvester Corp.	24

PROPOSALS SUBMITTED	continued			
Department or Office	Principal	Short Title	Sponsor	Dollars Months
Aerospace Mech. Eng.	Mueller, Batill	Structure of separated flow regions occur- ring near the leading edge of airfoils	Natl. Aero. Space Admin.	36,842 12
Cent. Study Man	Smith, Johnson, Klein	Multi-level factors in violence and nonviolence	Natl. Sci. Fdtn.	811,418 36
Cent. Study Man	Craypo, Cullinane	Trade and employment effects of health and safety regulations in the labor force	U.S. Dept. Labor	257,426 21
Physics	Huang, Johnson	Relativistic equation of motion approach to transition processes in many-particle sys	t. Corp.	6,954 24
Economics, Aeros. Mech. Eng.	Davisson, Lucey	Analytical system for the assessment eval- uation of appropriate technologies	Natl. Sci. Fdtn.	509,757 36
Physics	Livingston	Precision spectroscopy of n=2 states in two- and three-electron ions	Research Corp.	28,895
Finance Bus. Econ.	Ghoshal, Keating	Impact of trade on employment and earnings in import-sensitive industries	U.S. Dept. Labor	26,852 6
Psychology	Sebastian	Role of victim pain cues in hostile aggression	Natl. Sci. Fdtn.	68,427 36
Cent. Study Man	Newfarmer, Marsh	Influence of U.S. and other multinationals on economic development in Brazil	U.S. Dept. Labor	154,914 18
		OPOSALS FOR FACILITIES AND EQUIPMENT		
Physics	Browne, Kolata	Addition to the computer system of the nuclear laboratory	Natl. Sci. Fdtn.	73,650
Chemical Eng.	Varma, Schmitz, Carberry	Mass spectrometer and real-time computing system for catalytic reaction engineering	Natl. Sci. Fdtn.	71,815 <u>12</u>
		PROPOSALS FOR EDUCATIONAL PROGRAMS		
Civil Eng.	Irvine	Environmental health engineering training program	Environ. Prot. Agency	9,992 13
Civil Eng.	Ketchum	Urban engineering training program	Jessie Smith Noyes Fdtn.	637,840 48

summary of awards received and proposals submitted

IN THE MONTH OF JULY, 1979

AWARDS RECEIVED

Category	Renewal No. Amount	New No. Amount	Total No. Amount
Research Facilities and Equipment Educational Programs Service Programs Total	7 \$ 731,024 	$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$	$ \begin{array}{cccccccccccccccccccccccccccccccccccc$
	PROPOSALS SUBMI	ITTED	
Category	Renewal No. <u>Amount</u>	New No. Amount	Total No. Amount
Research Facilities and Equipment Educational Programs Service Programs Total	2 \$ 67,301 1 9,992 	$ \begin{array}{cccccccccccccccccccccccccccccccccccc$	14 \$ 2,510,701 2 145,465 2 647,832 - - 18 \$ 3,303,998

closing dates for selected sponsored programs

Proposals must be submitted to the Office of Research and Sponsored Programs seven (7) calendar days prior to the deadline dates listed below.

Agency	Programs		cation g Dates
National Institute of Education	Research in Education (law and government)	October	18, 1979
National Institute of Education	Research in Education (unsolicited)	October	31, 1979
National Science Foundation	Mathematic Sciences	October	25, 1979
Office of Education	Educational Opportunity Centers Program	0ctober	31, 1979
Office of Education	Equipment and Materials to Improve Undergraduate Instruction	October	15, 1979
Office of Education	Graduate and Professional Fellowships	October	22, 1979
Office of Education	Institutional Grants for Graduate and Professional Programs	October	22, 1979
Office of Education	Handicapped Children's Early Education Program	October	18, 1979
Office of Education	Preparation of Professional Personnel to Educate Handicapped Children	October	15, 1979
Office of Education	Special Education Programs in University - * * Affiliated Facilities	October	15, 1979
Office of Education	Special Projects to Prepare Personnel to Work with Handicapped Children	October	15, 1979
Office of Education	Special Services for Disadvantaged Students	October	22, 1979
Office of Education	Talent Search Program	October	31, 1979
Office of Education	Upward Bound Program	October	12, 1979
Office of Human Development Services	Child Abuse and Neglect Research Grants (child protection)	October	15, 1979

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restriction on the use of washington hall

To: The University Community

From: Leo M. Corbaci, Dean of Administration

Following a recent inspection of Washington Hall, the structural engineers recommended that the use of the balcony be minimized and its capacity reduced.

Effective immediately, the capacity of Washington Hall for all non-teaching activities is being restricted to 550 persons, the number of seats on the main floor area of the theatre! The entrances to the balcony area are to be closed. The permission of Professor Weber, the Building Deputy, will be required to obtain access to the balcony.

Other arrangements for reserving Washington Hall, published in the <u>Notre Dame Report</u> #10, dated Feb. 2, 1979 which relate to reservation thru the University Calendar Office in the Center for Continuing Education <u>and</u> clearance with Professor Weber, for technical facilities are unchanged.

1979-80 notre dame report publication schedule

(Readers may note that <u>Notre Dame Report</u> has been redesigned for this academic year. Its contents, purpose and basic format remain the same, however.)

Those items accepted for the NDR Faculty Notes section are: faculty (all classes); administrators; professional specialists (e.g., radiation laboratory), and postdoctoral research candidates who teach at Notre Dame. The titles used will be those that appear in the official Faculty Roster, Report #4.

The Appointments category is only for University appointments such as deans, department heads, heads of committees, public relations and development professionals and advisory council members. This does not include appointments to faculty positions. The Honors category is comprised of non-University appointments in one's field and outright honors. It does not include fellowships, grants, etc. Any grants not published in the Awards Received section should be noted in the Activities section. To appear in Activities, the activity must be public (such as a presentation or leading a seminar) and should be related to the person's work at the University. Merely attending a meeting is not acceptable. <u>Any items for Current Publications and Scholarly Works should be sent to the Office of Advanced Studies</u>.

The only meeting minutes printed in the Documentation section are from the Academic Council, Faculty Committee on University Libraries, Faculty Senate, Graduate Council, Board of Trustees and Committee on Research and Sponsored Programs.

No activites or honors are printed ahead of the date, only after the fact. Also, nothing is printed over four months out of date. <u>Notre Dame Report</u> is published every two weeks and every month in the summer. An Index for the previous year comes out in August. The following is the publication schedule for Volume 9 of the 1979-80 <u>Notre Dame Report</u>. Please note that all copy deadlines are on Mondays. We suggest that you retain these guidelines and schedule for future reference.

Number	Copy Deadline	Publication Date
1 2 3 *4	Sept. 3, 1979 Sept. 17	Sept. 14, 1979 Sept. 28
2	Oct. 1	Oct. 12
*4	0ct. 15	Oct. 26
5	Nov. 5	Nov. 16
6	Nov. 19	Nov. 30
6 7 8 9	Dec. 3	Dec. 14
8	Dec. 17	Dec. 28
	Jan. 7, 1980	Jan. 18, 1980
10	Jan. 21	Feb. 1
11	Feb. 4	Feb. 15
12	Feb. 18	Feb. 29
13	Mar. 3	Mar. 14
14	Mar. 17	Mar. 28
15	Apr. 7	Apr. 18
16	Apr. 21	May 2
17	May 5	May 16
18	May 26	June 6
19	June 16	June 27
20 Index	July 14	July 25
THUCK		Aug. 22

*No. 4 will be an updated version of the annual listing of University administrators, committees and the offical faculty roster.

summer session commencement address august 3, 1979

Realizing that as a literary form, the commencement address is rather elusive and tricky-there are, for example, no collected commencement addresses of T.S. Eliot--I asked my good friend, Prof. Tom Stritch, a true master of the art and a man for all seasons, for advice. He said, "I don't know what to tell you. It's very difficult." Deeply moved and inspired by his words, I was about to take leave of him--but he had a final word. Given that it's you--he said the "you" with studied ambiguity--read Pascal, and he gave me the number of one of Pascal's <u>Pensees</u>. Grateful, and prepared to be illuminated, I read it. It said: "Do you wish people to think well of you? Don't speak."

In thinking about this occasion and what I might say that would be both mercifully brief and profoundly cosmic, I was struck by a stark fact: in remembering my own successive graduations from the 8th grade, high school, college and graduate school, I could not recall the name of a single commencement speaker. This makes me extremely nervous. All of them had faded into that hazy limbo of anonymity we associate with vice presidents or entire White Sox infields. But this is only as it should be. Rituals and ceremonies are communal events, and the ritual of this special time and place transcends, even as it defines, however mysteriously, each of us as individuals.

In certain respects, it is striking that we do gather to celebrate this occasion, since we Americans usually do not take kindly to ceremonies. We are informal, casual and officially democratic, and we associate ceremonial forms with kings and princes, Europe, boredom, and other such un-American things. These days, few observers turn out for parades; holidays themselves have become vague, torn from their traditional times and shifted to weekends for our convenience; we stand for and put up with the National Anthem only so the ball game can begin--though for us Cub fans, needless to say, it is often the best part of the game. Ceremony implies a sense of hierarchy and of reverence; yet, as Twain remarked, we have little reverence. He once dreamed that he went to heaven, said Twain, and when St. Michael the Archangel solemnly appeared before the awed and gathered multitude, an American yelled out, "How the devil are you, Mike?" More ominously, 150 years ago, de Tocqueville, the great French commentator, argued that freedom and democracy had made each American forget his ancestors, cast off his descendants, and ignor his contemporaries--in the end, he observed, our way of life threatened to fragment and atomize our society, and ultimately to confine each American "entirely within the solitude of his own heart."

One cannot dismiss Tocqueville out of hand for chauvinistic reasons--though some Americans might be tempted to recall Twain's observation that in the Great Chain of Being, man stands midway between the angels and the French. Indeed, our loss of a sense of ritual is crystallized in the words of one of John Updike's characters, who remembers, with some sadness, how sudden and stark was the way his father traded in their old cars when it was time: "My father traded in many cars. It happened so cleanly, before you expect it. He would drive off in the old car up the dirt road exactly as usual and when he returned the car would be new, and the old was gone, gone. Dismissed without a blessing, a kiss, a testament, or any ceremony of farewell."

In this light, it is paradoxical that graduation ceremonies of this kind are far more widespread in America than they are in Europe, where tradition and ritual may be more commonly confined to the Church, the home, the family. In any event, our ritual today is unique to this particular time and place--yet it also shares in three characteristics typical of all rituals: its communality reasserts our indebtedness to one another; its use of repetition reasserts the importance of continuity--the immortality, as it were, of our particular and shared experience; and this very communality and repetitiveness confront each of us with a choice of responses: either constant boredom and indifference, or the gesture of an embrace.

The day, of course, belongs to you graduates. We congratulate and honor you. Yet you know that it belongs to you because you belonged, and always will belong, to others who nurtured your mind and spirit: parents, grandparents, relatives, children, coworkers, teachers, friends, all those whom you love. Moments of ritual can have the happy effect of lessening, at least momentarily, a worship of mobility, independence, the future, change, self-assertion, and instant gratification, in order to rightly remind us of just how much we owe to others and to "the permanent things"--dependency, gratitude, friendship, and the continuity between generations and between the living and the dead. We do not decide to be born, nor do we bring ourselves into the world. We will not bury ourselves when the time comes, and, if we are fortunate, we will not love only ourselves. In reminding us of these things, rituals answer to the needs of our spirit.

Yet in its repetitiveness, no matter how incantatory, no matter how it points to our participation in timeless forms of immortality, there can be no doubt that ritual may move us to boredom rather than to tears--or simply bore us to tears. But if this is so for ritual, it may also be so for life. The way we deal with recurring common and ordinary things and experiences obviously depends on our conviction that life, like ritual, is ultimately meaningful, or, conversely, that it is repetitively futile. If you are renting a room, said Chesterton, and you want to know about mundane matters -whether you will get hot water, be allowed visitors, and so on--there is only one question you should ask the landlords: "What is your total view of the universe?" Whether we give the answer to this question consciously or unconsciously, on the answer all else depends. Like all of us, you will leave this ceremony, and conclude your celebration, in order to return to a world of seeming boredom and repetition. Yet is is this very repetition which, through an act of faith, imagination, and, perhaps, real recognition, constitutes a kind of ritual and rhythm of the soul. It is obviously hard to celebrate eating one more hamburger, going to work one more day, grading, or writing, one more paper, or to view as sacramental all the same repeated gestures of our daily lives--but if the sacred is present at all to our sight, it must be present in the commonplace, the timeworn, and the ordinary, as well as in the more special places. Again, Chesterton identifies the nature of this intuition: "It might be true," he wrote, "that the sun rises regularly because he never gets tired of rising. His routine might be due, not to a lifelessness, but to a rush of life. The thing I mean can be seen in children, when they find some game or joke that they specially enjoy. A child kicks his legs rhthmically through excess, not absence, of life. Because children have abounding vitality, because they are in spirit fierce and free, therefore they want things repeated and unchanged. They always say, 'Do it again': and the grown-up person does it again until he is nearly dead. For grown-up people are not strong enough to exult in monotony. But perhaps God is strong enough to exult in monotony. It is

possible that God says every morning, 'Do it again' to the sun; and every evening,'Do it again' to the moon. It may not be automatic necessity that makes all daisies alike; it may be that God makes every daisy separately, but has never got tired of making them. It may be that He has the eternal appetite of infancy; for we have sinned and grown old, and our Father is younger than we."

If Chesterton's sentiment seems sentimental, it may not be because it is so, but because the prevailing tone of our age is ironic. Whether irony became dominant after the carnage of World War I shattered the language of idealism and aspiration, as some have argued, or whether it began to prevail after the Fall, when Cain murdered Abel and then asked whether he was in fact his brother's keeper, is not important. What is important is that irony, as Kierkegaard once remarked, expands, like the enlarged liver of the Strasborg goose, until it turns on and devours the one who uses it constantly, and what is equally important is that such rituals as this one constitutes, among other things, an answer to irony. Our age has sentimentalized irony. As Flannery O'Connor says, we have also domesticated despair, and learned to live happily with it. But when the gestures of this moment are rightly interpreted, and the imagery of your robes and tassels and all the symbolism of commencement are seen with the eye of faith not as false "roles" but as true emblems of some deep part of our real nature, they hint that what we do, after all, does matter; that there is a purpose to things; that they mystery of being must be respected; and that the promise we are given is that hope rather than irony or cynicism has the last word.

All real knowledge of ourselves comes only in retrospect--through the faculty and exercise of memory. A very large part of the reason for these gowns and colors and all the "robed certainties" of rituals, lies in the need to give a visible form to your achievements and hopes, and to fix them, to capture and commemorate them, and this moment, forever, so that it can be remembered. In the same sense, the true meaning of the time you have studied here will become apparent only later on--perhaps years from now. Tradition is a ritual and memory sustained over time, and memory itself is neither a nostalgic longing for something that never was, nor a fugitive escape from the present, but the key to our identity--our knowledge of who and what we are and of what we are meant to be. Memory is redemptive. At the end of his greatest novel, Dostoevsky wrote: "You must know that there is nothing higher and stronger and more wholesome and good for life in the future than some good memory, especially a memory of childhood, of home. People talk to you a great deal about your education, but some good, sacred memory, preserved from childhood, is perhaps the best education. If we carry many such memories with us into life, we are safe to the end of our days, and if we have only one good memory left in our hearts, even that may sometime be the means of saving us."

It may be disconcerting at best to study for an M.A. or PH.D., to receive it, and to hear that a memory, whether of childhood, or even of a memorable experience here, or whatever, may well be more crucial than your formal learning and degree. But the sentiment, of course, is simply meant to suggest what is obvious to us all--that the intellect must be formed by sources deeper than its own analytic and seemingly autonomous power. All of us-faculty, administrators, and staff--hope that your experience at Notre Dame has included this indispensable, if elusive dimension, whatever the forms in which it may have been revealed. We also hope that this ritual will be memorable as one of the blessings, kisses, testaments, and ceremonies of which Updike speaks, and that it will help you rediscover, like Dorothy returned from Oz--which is, as we all know, a world of imagination, and therefore an intensely and indisputably real world--what has been around you all along. "Home," wrote T.S. Eliot, "is where one starts from...And the end of our exploring/Will be to arrive where we started/And know the place for the first time."

All ends, then, are beginnings, all conclusions commencements. One of J.D. Salinger's characters worships his brother Seymour, who is, for our purposes, our concluding guide. This brother is a teacher, but he does not want to walk into Room 307 to teach his students--in fact, he cannot bear the thought, and he is determined to be as caustic to them as he can be if he <u>must</u> be forced in the room. (I should add that Salinger leaves unsaid what the students think of him.) But then he thinks of Seymour's poise, love, and grace, and he is transformed: "This is too grand to be said (so I'm just the man to say it), but I can't be my brother's brother for nothing, and I know--not always, but I know--there is no single thing I do that is more important than going into that awful Room 307...This thought manages to stun me: There's no place I'd really rather go right now than into Room 307. Seymour once said that all we do our whole lives is go from one little piece of Holy Ground to the next. Is he never wrong?"

To each and every one of your graduates, and to your families and friends: May the literal and metaphorical "awful Rooms 307" in your lives be few and far between. But

when they do appear, as they have and will, may you enter them willingly, recognize-without sentimentality and without irony--that they are indeed holy ground, and keep that holy ground with you in a sustained--perhaps even in an eternal--embrace.

Congratulations, and all our best wishes, to each of you--and take good care.

Thomas Werge Aug. 3, 1979

minutes of the academic council meeting may 8,1979

Rev. Theodore M. Hesburgh, C.S.C., opened the meeting by asking Provost Timothy O'Meara to report on the state of the University as he has perceived it in the past academic year.

Prof. O'Meara began his presentation by reporting on items which he emphasized in his first of ficial meetings with all department chairmen. Regarding promotion, he stressed first of all the importance of good teaching and the inadequacy of our present system for assessing teaching. Although the Teacher Course Evaluation has its conceptual imperfections, it is a necessary thing to have. But the provost said he also felt it important to devise other methods of assessing the teaching of a faculty member coming up for promotion. In particular, he encouraged visitations to classrooms, perhaps one each semester over a span of six years. He then emphasized that research is a necessary part of promotion and that the promise of the individual, as well as the accomplishments, should be taken into consideration. Regarding service, it is expected of everyone to give a hand, but there can be no substitute for good teaching and good research.

At the chairmen's meetings, the provost also commented on the change in the promotion routine during the year, namely, the moving up of the provost's committee meeting from April to early March, with a second meeting in April after a time lag of six weeks for any additional internal and external reports thought necessary.

Another item mentioned by Prof. O'Meara at the chairman's meeting was that greater emphasis should be put on merit raises and that there should be more discourse between chairmen and deans regarding the setting of salaries for individual faculty members.

The provost then reported on his visitations to all of the departments in all of the colleges (except Law). He discovered the variations in teaching load from college to college and became informed about some of the problem areas, namely, the library collection, Arts and Letters faculty offices in the library basement, graduate stipends particularly in the departments with experimental science, overhead expenses and equipment problems in Science and Engineering.

His perception of research at the University was the next topic of the provost's report. The provost's committee, he said, has lengthy discussions on the meaning of research as it varies from college to college, from department to department. The essence of research is that it should be creative, important and interesting, that it should not be mere datagathering or collection of facts except in so far as those facts are required to support some original idea or to move ahead one's own particular discipline. Significance of the work done has priority over volume.

Approximately \$7.5 million is generated by the faculty in obtaining research grants. Overall, approximately \$9.35 million per annum comes from outside monies. It is now firmly established, particularly from the meetings of the Officers during the current academic year, that the various centers and institutes on campus must stand on their own feet financially so that educational money is not diverted for their support. New centers must become self-sufficient within two years. A \$300,000 Mellon Foundation proposal for faculty development is in process, as is accreditation review by the A.B.A. for the Law School. New monies necessary to accomplish this latter goal will have to be generated by the Law School itself, for example, by having higher tuition than the rest of the University.

The next comments by Prof. O'Meara pertained to new appointments and to the awareness reflected in them of both the quality of the appointment and affirmative action. As of May 1, this year, the results in terms of affirmative action (regular teaching and research faculty, excluding R.O.T.C.) are as follows: 24 per cent of the new appointments are women, as compared with 8 per cent at that time last year. Last year as of May 1, we had hired two minority members; this year we also hired two. In addition, the University was investigated this year regarding affirmative action by the area office of Federal Contract Compliance in Gary. The University's report has been approved through Gary, through the regional office in Chicago, and has been forwarded to Washington.

On the subject of salaries, the provost reported a number of obstacles during the past year. The first difficulty was with balancing the budget because of energy costs and inflation. The second obstacle was caused by problems of interpretation regarding the Carter guidelines. The third obstacle was the difficulty with TIAA/CREF, which was communicated earlier to the faculty, and which cost an eighth of a million dollars.

In December, the provost reported, \$100,000 was saved after discussion and analysis with the deans on each individual's role in the departments and on programs that might be curtailed without noticeable change. This money was diverted to raises so that the total in compensation would be seven per cent exactly, in accord with the Carter guidelines. Compensation includes salaries, TIAA/CREF, Blue Cross/Blue Shield, major medical, tuition for faculty children, and so on. Also, because raises are based on merit, some faculty, he said, would have to anticipate getting less than seven per cent, and some could anticipate more. Two forgotten funds (endowments) were discovered: \$500,000 earmarked for the law school and a similar fund for the business school.

Prof. O'Meara stated his conviction that faculty salaries at Notre Dame and elsewhere in the country are too low. They should be raised in accord with what the individual is doing for the institution. The lowest starting salaries right now are in Science and Humanities, around \$14,000. Engineering and Business are higher, with variations of as much as \$3,000 in subdisciplines because of market conditions.

Recapitulating his own priorities, the provost listed faculty salaries as first; secondly, faculty development; third and fourth equally, graduate stipends and the library.

The Engineering building and the Snite Museum of Art are being completed. The groundbreaking ceremony for the Stepan Chemistry Hall has just taken place and it is hoped that two companion dorms will follow soon.

Reporting on the situation with regard to chairs, Prof. O'Meara said that there are 12 chairs now occupied, four chairs that can be filled immediately, and several that should be offerable very shortly, the latter in various states of funding.

With regard to curriculum, the Board of Trustees at the October meeting, asked the provost to look into the matter of the humanities in the curriculum of the typical undergraduate at Notre Dame. Prof. O'Meara formed a committee from the various colleges which prepared a report based on an analysis of the subjects studied in their sophomore year by 50 students from each college who graduated in 1977 and in 1978. This discussion is to be continued in the fall.

The faculty sub-subcommittee of the Budget Priorities Committee has been studying a number of complicated problems: TIAA/CREF and The Step Function, previously reported on to the faculty; the question of equity in retirement benefits for women; the adequacy of our provisions for retired faculty; and the possibility of retirement incentives.

A committee, formed during the year to look into the matter of 8 a.m. departmental exams on Tuesday and Thursday, recommended that they be continued but that some of the logistical difficulties be resolved in the following ways. The Registrar should determine which courses qualify for that hour; more space should be available (and will be provided for in the North Dining Hall); extra student assistance should be provided to those departments which have exam problems with laboratories. The difficulties concerning departmenals arose because of an excess of night departmentals which prohibited the students from having blocks of study time. Similar problems occur with night classes at faculty members' homes. The provost expressed his personal view that if a student does not wish to attend a class at home, he or she should not be penalized for not doing so. This is not to discourage faculty members from having students to their homes, but simply to say that credit should not be given for it.

The provost concluded his report by stating some of the main problems which would be discussed at the Land O'Lakes meeting: overhead, graduate stipends, incentives on grants, research in the various departments, the nature of research, the question of the humanities, the meaning of the philosophy and theology requirements at Notre Dame.

Fr. Hesburgh thanked Prof. O'Meara for his report and, on behalf of the entire academic community, commended and thanked him for the long hours and the good work of the past year.

Fr. Hesburgh reported that the budget for the coming year was approved by the trustees. He emphasized the importance of building up the University's endowment as the only hedge against inflation and voiced his agreement with the trustees and Prof. O'Meara that the first priority is faculty salaries, especially for people who are giving extraordinary service. Some of the approaches to improvement here, the President said, are continuing increases in tuition, room and board, and working to keep expenses, such as in the dining hall, as low as possible. Some annual expenses which may seem small, such as TIAA/CREF, Social Security, and the assuming of the total Blue Cross/Blue Shield costs (which is a double benefit because it is tax-free), are rising precipitously.

Regarding the problem of TIAA/CREF retirement equity for men and women, Fr. Hesburgh stated that as a member of the central board of TIAA, he sees no easy solution. Some members of the board think that the only wayout is to give person at retirement everything that he or she has, and have the individual be responsible for income over the years. He himself does not find that a reasonable solution, but sees it as indicative of the frustration felt over this problem.

Another possibility for working to improve faculty salaries, besides raising tuition and watching expenses, is increasing endowment, especially endowment which can be used for established priorities. Thirty years ago, Notre Dame's endowment was practically non-existent. The University now is 19th from the top in private university endowments in this country. If the Campaign is successful, Fr. Hesburgh projected, Notre Dame should be around 12th or 13th from the top.

Chairs are very specifically a part of the endowment for faculty development. Fr. Hesburgh stated his conviction that every department in the University ought to have at least one chair, because the very distinguished chairholder becomes a kind of role model for the entire department and the entire University. Here the University is half-way to its goal.

Besides the central matter of faculty salaries, Fr. Hesburgh said, the problem of faculty space on campus is a very important concern. He expressed confidence that sooner or later this would be remedied. With the completion of a women's dormitory and Stepan Chemistry Hall, it will be possible to consider a men's dormitory and faculty offices, possibly in combination with a special classroom facility which would allow experimentation with larger classes.

Fr. Hesburgh went on to say that the Administration and those working on the Campaign for Notre Dame have been edified by the response of the faculty to the campaign. He described his current activities in Phase III of the campaign and commented on the fact that the University is within ten per cent of its goal. The effort of the campaign only makes sense, Hesburgh said, if there is total commitment at home to the kinds of characteristics that make Notre Dame special: excellence (in the graduate school as well as the undergraduate school), commitment to values, and explicity Catholic education.

One last element which Fr. Hesburgh singled out as important was the humanistic core or content at Notre Dame. He stated his conviction that it is inconceivable to have a Catholic University which is not vitally committed to humanistic concerns: concerns about the nature and dignity and vision of man, about the great philosophical and theological realities that have occupied all great thinkers of all times, no matter what their specific discipline.

Fr. Hesburgh concluded his remarks by wishing the members of the council a pleasant and fruitful summer.

Respectfully submitted,

M. Katherine Tillman

faculty committee for university libraries minutes june 21, 1979

Present: Harvey A. Bender, Michael J. Crowe (chairperson), John W. Lucey, John R. Malone, Robert C. Miller and James E. Robinson (alternate for DeSantis). Thomas J. Schlereth was excused.

The minutes of the May 8, 1979 meeting were approved for publication. The minutes of the

May 18, 1979 meeting were amended and approved. Also approved was the statement on the budget which is appended to the May 18 minutes.

Budget

Miller shared with committee members the letter he intends to send to departmental chairpersons which explains the new budget structure and informs them of their allocation. Committee members expressed concern about the fact that no encumbrances will be up for serials in 1979-80 and the implications for control of serials expenditures. Miller explained that wiping out encumbrances for 1979-80 was the only means by which the serials data base could be cleaned up and made more reliable for future years. Further discussion revealed that the issue remains a general concern.

Annual Faculty Recall

Joseph Huebner, head of the Collection Management Department of the University Libraries, joined the meeting for a discussion of the annual faculty recall. Huebner explained to committee members the timing of the recall of library materials, the task of rearranging the checkout cards by faculty name, the large number of letters that go forward, the reminder letters to those who have not responded, the handwritten notes that are a part of the process, the billing notices that are sent to those who have not responded, and finally the letters of suspension of library privileges which are necessary.

It was suggested by Malone that August might be a good time to initiate the recall process since it would be a time when the checkout card file would be at its lowest size and faculty are about to move into a new academic year. The question was posed as to when or who (FCUL members, departmental chairpersons, deans, or provost) should be brought into the process to bring about more cooperation. It was suggested that faculty members will probably be more cooperative when they view this process as a necessary part of the operation of the University Libraries rather than just more bureauacy. Mention was made that more help in obtaining cooperation should be received from the FCUL members and liaison officers. The departmental chairpersons should be contacted for any additional suggestions in making the annual recall a less burdensome task for all concerned.

Miller suggested that a first general letter be sent asking for the return or renewal of library materials with a copy sent to the appropriate departmental chairperson asking for cooperation; an additional letter be sent to those who have not responded with a copy to appropriate members of the FCUL for personal follow-up; and the next letter be a billing letter with a copy to the appropriate departmental chairperson. It was also suggested that a library staff member be stationed in the basement of Memorial Library during the recall process in order to make it easier for those faculty with offices in that location.

Bender, speaking for the entire committee, thanked Huebner for his tact, sensitivity and ability in handling this very difficult process.

National Endowment for the Humanities Grant

Miller stated that the grant was awarded in the summer of 1977, to be received in three yearly installments of \$125,000, \$125,000 and \$150,000, and was for the purpose of retrieval buying for the library collections in the humanities. Eight departments were asked to prepare a program statement for purchasing which was to be done under this grant. (Subsequently other units were invited to participate, to include the historical aspects of arts and music.) The director of libraries is asked to submit a yearly report through Assistant Vice President Kobayashi's office on the use of these funds. In the year ahead work will continue on these program statements and the library will consider the purchase against NEH funds of expensive sets, regandless of imprint date, for which funds from current allocations are insufficient, along with other noncurrent important titles in the humanities which are lacking in the libraries' collections, even if outside program statements.

Bender motioned "that an ad hoc committee, consisting of Robinson as chairman, and members such as Father Burtchaell and Schlereth, be formed to assist in establishing a policy for NEH spending." Crowe seconded the motion. Robinson stated that he would like to leave the matter in the hands of the director of libraries to work with the library liaison officers and the appropriate departmental faculty. Lucey moved that further discussion be tabled until the next meeting. Malone seconded, and the members unanimously agreed.

The next meeting will be on Monday, July 30, at 10 a.m.

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