San Diego State College
San Diego, California 92115

Vice-President for Academic Affairs

September 1, 1970

MEMORANDUM

TO: All Faculty Members

FROM: Donald E. Walker
Vice President for Academic Affairs

SUBJECT: Schedule of Activities for Opening of College Year

The fall semester 1970 is close at hand, and among us are 120 new full-time and 235 new part-time faculty members. We want very much to make our new faculty feel welcome and at home. For this we solicit the help of the entire college community.

ACTIVITIES

Annual Faculty Reception

The annual reception to welcome new members of the faculty and administration will be held on Sunday, September 13, from 4:00 to 6:00 p.m. in Montezuma Hall, Aztec Center. As is customary, department chairmen and deans should be on hand to welcome their new faculty members and introduce them to others. Wives and husbands of faculty are most welcome.

General Faculty Meeting - Dramatic Arts Theater - Monday, September 14 - 11:00 a.m.

New faculty will be presented to the general faculty. All new faculty members are to be seated on the stage and will be introduced in groups by their dean.

SPECIAL NOTES

1. It is imperative that all new faculty members, both full-time and part-time, report to the Payroll Office and "sign in" not later than, Monday, September 14. Failure to do so may result in some loss or delay of salary.

2. Part-time faculty members are welcome to attend all of the activities scheduled for the week of September 14. Full-time faculty members are required to be on the campus daily during this week. The presence of part-time faculty on campus is entirely optional, as in many cases our schedule would interfere with their other employment.

3. All staff members should work closely with their deans and department chairmen relative to assignments during the week of Orientation and Registration.

ADDITIONAL INFORMATION

1. All faculty members are cordially invited to attend the students' Fall Orientation events (September 14-19). The following evening programs to be held at 8:00 p.m. in Montezuma Hall, Aztec Center, may be of special interest:

   Monday, September 14
   "Introduction to Political Groups on Campus"
   Wednesday, September 16
   "Community Involvement and the Third World"
   Thursday, September 17
   "San Diego State Ecology Action Night"

Questions should be directed to your dean or department chairman.

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CALENDAR OF EVENTS

Sept. 13	4:00-6:00 p.m.	Reception of new members of the faculty and administration. Montezuma Hall, Aztec Center.
Sept. 14	11:00 a.m.	General Faculty Meeting - Dramatic Arts Theater
Sept. 15	TBA	Departmental meetings
Sept. 14-18	8:00 a.m.	Registration - Reservation of Classes and Payment of Fees
Sept. 21		Classes begin.