William and Mary News

Volume III, Number 1

September 10, 1974

History Begun by College

This fall the College will begin to record an oral history of its contemporary development.

Scheduled to be completed in two years, the project has been partially funded by a grant from Alvin D. Chandler, the recently retired Chancellor of the College. Support is also being contributed by William and Mary's Society of the Alumni.

Undertaken as part of William and Mary's Bicentennial observance, the project will be developed by Emily Jane Williams, a candidate for the master of arts degree in history at the College, under the direction of John Selby, professor of history and graduate dean of Arts and Sciences. Mr. Selby is chairman of a special committee which is responsible for the effort.

Development of the project will involve not only interviewing persons who have been associated with the College, but also transcribing those interviews to be edited by those consulted. All the materials will then be stored in the College Archives for use on terms specified by the interviewees.

This recorded history of the College will help provide background for a written history of William and Mary and serve as a future resource for Virginia historians.

Miss Williams, a native of Greensboro, N.C., has her bachelor of arts degree, magna cum laude, from the University of North Carolina at Greensboro. She is a member of Phi Beta Kappa and until recently was an editorial apprentice for the Institute of Early American History and Culture and the William and Mary Quarterly. Her master's thesis, in preparation, concerns French and English political thought during the French Wars of Religion.

Campus Exhibits

"A Dog's Life - Selections from the Peter Chapin Collection," Botetourt Museum, Swem Library, ending October 15. Monday-Friday, 8 a.m.-5 p.m., Saturday, 9 a.m.-1 p.m.

Gouaches and Paintings by Jean Lurcat, Art Gallery, Robert Andrews Hall, September 1-23.

VARC Awarded NASA Grant

The National Aeronautics and Space Administration has awarded a one-year research grant in the amount of \$20,000 to the Virginia Associated Research Campus. The grant will be used for studies on "The Response of Hematopoietic Stem Cells to Different LET Distributions of Helium Ion Beam" under the direction of Henry Aceto, associate professor of biology and director of VARC.

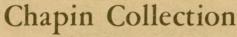
Recent Appointments Announced

Frank T. Lendrim, former chairman of the Music Department at Kenyon College, is William and Mary's new choir director.

Lendrim joins the music faculty as an associate professor. He is a native of Patterson, N.J., and earned his undergraduate degrees in music and music education at Oberlin College. He received his master's and doctorate degrees from the University of Michigan.

Mr. Lendrim was appointed instructor in music at Kenyon in 1961 and held assistant and associate professorship positions there teaching courses in music fundamentals, music history, and organ. He was named chairman of the Music Department in 1971.

Mr. Lendrim has studied in England and on the Continent under a grant from the Ford Foundation, and in 1970 he studied at the Royal School of Church Music in Croydon, England, while on sabbatical leave from Kenyon. He served as choral director in a Ford Foundation Summer Institute for underprivileged high school students in North Carolina and has held organist and choirmaster positions at churches in Detroit, North Arlington, N.J., and Sayville, N.Y.



For dog lovers, the current exhibit in Swem Library is a sheer delight.

Excerpted from the Peter Chapin Collection of the Library, the exhibit in the Botetourt Museum includes a look at canines in song, music, medicine, science, cartoons and literature.

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The Chapin Collection, one of the most complete collections of books about dogs in the United States, includes over 2,500 titles. More than 100 of those titles are included in a special display of books about every breed of dog recognized by the American Kennel Club.

The Exhibit is introduced by an oil painting of 'Peter Chapin,' the cocker spaniel owned by Mr. and Mrs. Howard Chapin of Providence, R. I., for whom the collection is named. The Chapins gave their collection of dog books to the library in 1937 in memory of Peter.



The Student Health Center has added a third physician to its staff.

Dr. Juliette Seelye Karow has joined the Health Center staff as a general practitioner.

Dr. Karow comes to William and Mary from Sarasota, Fla., where she has had a private practice in general family medicine for the past ten years. A graduate of the College of Wooster in Ohio, she received her M.D. degree from the University of Michigan Medical School in 1951 and completed her internship at Henry Ford Hospital in Detroit

She was in private practice in Royal Oak, Mich., during 1953-54 and served as Medical Clinic Doctor at four Planned Parenthood Clinics in Oakland County, Mich., from 1953-60. She holds membership in the Florida and Sarasota County Medical Associations.

An additional staff physician was badly needed at the Health Center. Last year the center had an excess of 20,000 visits by students, and a recent survey done by the Student Association on campus showed that 82% of the student body utilized the Center's services during the past year.

Dr. Karow has three children, the youngest of whom will attend Lafayette High School in Williamsburg. Her eldest son is a student in the Engineering School at Vanderbilt University and her middle daughter attends boarding school in Alexandria.



Lt. Col. Wilson

A retired Army lieutenant colonel has received a dual appointment at the College as director of grants and research contracts and coordinator of William and Mary's Affirmative Action Program.

We'sley C. Wilson, former transportation battalion commander at Fort Eustis, assumes his new duties October 1.

As director of grants and research contracts in the Office of Development, Wilson will be responsible for the administration of all grants and research contracts awarded William and Mary. His duties will include reviewing all proposals submitted by the College and its faculty to assure that they are consistent with federal, state, and institutional policies, procedures, and regulations; following all proposals through the granting agency review process; and serving as institutional liaison during any negotiations which may be necessary before a grant or research contract is awarded.

Continued on page 6

College Improves Facilities

Faculty and students returning to the campus this fall will find quite a few changes have been made.

It has been a highly productive and successful summer for the Department of Buildings and Grounds.

STUDENT RESIDENCES

Renovations include:

Brown Hall - installation of a kitchen on each floor and one for the resident advisor; all rooms were rewired to provide more electrical outlets in each room; new vanities were installed in each adjoining bath.

Bryan Hall - eight offices converted into rooms to accommodate 16 undergraduate students. (A segment of the complex basement will be converted into a lounge and seminar room after the geology library moves to Small.)

.Ludwell - four additional apartments furnished and carpeted (approximately 55 per cent of the complex is leased by the College).

Continued on page 6

An Invitation

President and Mrs. Thomas A. Graves, Jr. cordially invite faculty and administrators

for brunch

on Sunday, the fifteenth of September from 12:30 until 2:30 in the afternoon at the President's House

Please note that in case of rain, the brunch will be held in the Campus Center, rather than in the Sir Christopher Wren Building.

J. T. Baldwin Succumbs

J. T. Baldwin, Jr., a long-time member of the faculty and former chairman of the Department of Biology, died at his home last week.

A native of Chase City, Mr. Baldwin was one of the country's leading cytogeneticists and taxonomists and was internationally recognized as an authority on botany, plant taxonomy and economic botany. His work as a cytogeneticist brough him fame for the major role he played in the historic quest for strophanthus, a plant with compounds that synthesize into cortisone, the pain relieving drug used in the treatment of arthritis.

During the past several years, Dr. Baldwin had spent much of his work on enlarging the College's collection of plant fauna. His collection of boxwood, which he planted throughout the campus over the last two decades, is considered by many experts to be one of the most extensive such collections in the world.

In 1971 the College awarded him its Alumni Medallion for his life-long devotion to science and his attention and dedication to his students.

Mr. Baldwin first joined the College faculty in 1937-1939, returning to the campus in 1946 as professor of biology. He was chairman of the Department from 1952-62. A 1932 graduate of William and Mary, he earned the Ph.D. degree in biology from the University of Virginia in 1937 and was a post-doctoral Fellow at Cornell University during 1937-38. He is survived by one brother.

Lost/Found Dept. Initiated

A central lost and found department will be established by the Campus Security Office beginning October 15.

Found property and inquiries will be received in the Security Office, Old Laundry Building, between 8 a.m. and 5 p.m., Monday through Friday.

When property is received elsewhere on campus, it should be forwarded via campus mail to the Security Office, according to Harvey P. Gunson, director of safety and security. "The finder should include his name and the location where the item was found," Mr. Gunson said. "Large or multiple items will be picked up by an officer upon notification from the person having custody of the property."

New Profiles in Student Affairs



Miss Albert



Mr. Moore



Mr. Morgan

Susan Jane Albert
Associate Dean for Student Development

Education:

B.S., psychology and sociology, Lycoming College Williamsport, Pa., 1969

M.Ed., guidance and counseling, William and Mary, 1970

Ed.D., counselor education, University of Virginia 1974

Professional Experience:

Assistant dean of students, with particular responsibility in the area of special program administration, University of Virginia, 1970-1972

Consultant to the University of Virginia Counselor Education Extension program in Windsor and Kitchener, Canada, 1972-1974

John David Morgan Associate Dean for Residence Hall Life Education:

B.A., psychology, Ohio Wesleyan University, Delaware, 1965

M.Ed., student personnel work in higher education, University of Georgia, Athens, 1966

D.Ed., counselor education and student personnel, The Pennsylvania State University, 1974

Professional Experience:

Head resident, Florence State University, 1966-68

Assistant dean of men, counselor, Villanova University, Villanova, Pa., 1968-71

Associate and assistant coordinator, residence hall programs, The Pennsylvania State University, 1971-74.

Leroy O. Moore
Director of Minority Affairs

Education:

B.A., psychology with most electives in education and languages, Wesleyan University, Middletown, Conn., 1970
Attended the Summer Institute on College Admissions, Harvard University, 1972

Professional Experience:

Assistant director of admissions and coordinator of minority group admissions, Union College, Schenectady, N.Y., 1970-1973

Assistant dean of students, Union College, 1973-1974

Hans Peter Wagner Resident Advisor, German House

Education:

B.A., educational studies, Ph.D., English and physical education, Universitat des Saarlandes, Saarvrucken, Germany

Research for dissertation at William and Mary: Puritans' Colonial New England

Carlos Edsel Gonzalez Resident Advisor, Spanish House

Former newspaper and historical investigator

Education:

Bachelor of humanities, Liceo Academico, Bogota, Colombia, Caracas, Venezuela

Jean Rene Louis Joseph Resident Advisor, French House

Education:

Bachelor's in law and English, master's in law, Universite Paul Valery, Montpellier, France Bruce L. Fenner Resident Advisor for the Asia House

Education:

B.A., history, Washington State University, Pullman, 1966
M.A., Southeast Asian history, University of Hawaii, Honolulu, 1968
Candidate for Ph.D., Southeast Asian history, Cornell University, Ithaca, N.Y.,

Chuping Huang
Assistant Resident Advisor for the Asia
House

Education:

B.S., National Tsing Hua University, Hsinchu, Taiwan, China, 1969

M.S., physics, William and Mary, 1973 Working towards Ph.D. degree in physics at William and Mary.

Law Professor Named Drive Chairman

Timothy J. Sullivan, associate dean for administration in the Marshall-Wythe School of Law, has been named campus chairman of the 1974 Williamsburg-James City County United Fund drive.

A goal of \$9,100 has been set for the campus and \$107,500 for the overall community, according to Sullivan. Further information will be released to the College community in the near future, he said.

Faculty News

English

Terry Meyers, assistant professor, has published an article, "Swinburne: Four More Letters," in *Notes and Queries*, June, 1974, pp. 216-217.

Mathematics

Peter V. O'Neil, associate professor, was an invited participant in the International Conference on Inverse Problems in Applied Mathematics held at UCLA in August.

William G. Poole, Jr., assistant professor, has had his paper entitled, "Numerical Algorithms for Parallel and Vector Computers: An Annotated Bibliography," accepted for publication in Computing Reviews.

School of Business Administration

George D. Cole, Jr., associate professor, spent part of the summer in Norfolk conducting a series of workshops in Supervisory Development for Social Work Supervisors of the Tidewater Regional Office, State Department of Welfare and Institutions.

In August, he spent two weeks at a conference on Business and Social Responsibility sponsored by the General Electric Foundation at the Catholic University of America in Washington D.C. He was one of 52 professors and business persons from across the country invited to participate in the conference.

For three days, Mr. Cole was a member of a team of trainers leading a conference held in Virginia Beach for the Virginia Association of County Administrators.

Mr. Cole also represented York County as a member of the county Board of Supervisors at the Local Government Officials Conference held at the University of Virginia in Charlottesville in late August.

An article by James E. Smith, associate professor, entitled "Multiple Corporation Transitional Period Tax Planning" appears in the September issue of Taxes-The Tax Magazine.

William and Mary News

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Morton Services Wednesday

Richard L. Morton, Chancellor professor of history emeritus at the College, died in Community Hospital Sunday.

One of the Virginia's leading authorities on Colonial Virginia history, Mr. Morton taught history at William and Mary from 1919 until his retirement in 1959. He was chairman of the department from 1921 to 1959 and was best known for his writings and research in the field of early Virginia history.

A native of Prince Edward County, Mr. Morton received his A.B. degree from Hampden-Sydney College in 1910 and his master's and doctorate from the University of Virginia in 1915 and 1918, respectively. He also received a master of arts degree in 1917 from Harvard University.

Mr. Morton was instrumental in the establishment of the Institute of Early American History and Culture here and was the first editor of the revived third series of the William and Mary Quarterly, the leading scholarly periodical in the field of early American history.

He was the recipient of two honorary degrees, a Litt. D. from Hampden-Sydney and an LLD. from William and Mary.

In December 1973, Mr. Morton was honored by the naming of a new classroom building for him.

He is survived by his wife, Estelle Dinwiddie Morton of Williamsburg; two daughters, Louise Morton Murtagh, Narberth, Pa., and Nancy Morton Gardiner, Cookeville, Tenn.; two sisters, Mrs. Eric Rodgers, Scotland Neck, N.C., and Mrs. Robert Quarles, Prince Edward County; a brother, Lewis Morton, Prince Edward County, and three grandchildren.

Funeral services will be held at 3 p.m. Wednesday at the Williamsburg Presbyterian Church. Pallbearers will be Sidney Briggs, Thomas C. Atkeson, J. Wilfred Lambert, Ludwell H. Johnson, III, James N. McCord, and Bruce T. McCully. Burial will be in Cedar Grove Cemetery.

The family asked that expressions of sympathy be made to the Richard Lee Morton Scholarship Fund in care of the Office of Development in lieu of flowers.

Evening College

The deadline for mail registration in evening courses is Monday, September 9. Registration will be held Tuesday, September 17, from 7-8 p.m. in Blow Gymnasium.

Catalogues for the fall semester are now available at the Evening College Office, 111 James Blair Hall.

Courses on the undergraduate level will be available this fall in the fields of education, economics, English, geology, government, history, modern languages, psychology, and sociology. Classes begin Thursday, Sept. 19.

Graduate courses in business administration, applied sciences, and education will also be offered.

Graduate courses in engineering will be held at the Virginia Associated Research Campus by Old Dominion University for the convenience of peninsula residents.

NEW VET-REP AT WILLIAM AND MARY



Mr. Aspell

Robert J. Aspell will be the Veterans Administration's 'man-on-campus' at William and Mary.

The new VA program is designed to provide personalized service to veterans receiving educational assistance benefits under the GI Bill. Under the program, announced in May, each college in the nation will either have a Vet-Rep on campus or have access to a traveling Vet-Rep from a nearby college on a regular basis.

Aspell, who joined the VA this year, was one of 1,327 Vet-Reps hired or assigned from within the VA for the positions. Priority was given to Vietnam Era veterans who have experienced campus life.

Mr. Aspell served in the Air Force from 1952-73. He attended the University of Colorado, Southern Colorado State College, and the University of Hawaii. He received orientation at the VA Regional Office in Roanoke and recently completed a two-week course at West Georgia College in Carrollton for Vet-Reps from 13 southeastern colleges.

The Vet-Rep will be prepared to resolve individual payment inquiries. He is expected to eliminate many payment delays caused by changes of address, dependency status or a change in school courses. He will also be on hand to assure that proper certification is made by both the student and the school.

The Vet-Rep will serve as liaison for all campus veteran groups, briefing them on benefits and consulting with college officials and members of the faculty on VA matters.

Mr. Aspell will be on campus Tuesday and Friday weekly from 8 a.m. to 5 p.m. in 206A James Blair Hall. Should an emergency occur when the Vet-Rep is not in his office, veterans should contact the Office of Veteran's Affairs for his schedule.

Mr. Aspell will be at the Christopher Newport College Counseling Center on Monday, Wednesday and Thursday of each week.

Faculty I.D. Photos

The following provisions have been made by the Registrar's Office for faculty members who desire identification cards. During the hours of 8:30 a.m. to 4:30 p.m. on September 13, and 8:30 a.m. to 12:00 noon on September 14, I.D. photos will be taken in Room 225, William and Mary Hall. There is no charge for I.D. photos and cards processed during this period.

Special Programs

The Office of Special Programs will offer the largest program in its history this fall.

Over 50 non-credit courses, seminars, institutes, field studies and conferences will be available to residents of the Williamsburg-Tidewater communities, according to Carson Barnes, Jr.

Course offerings run the gamut from a class in basic French cooking to a course in the legal and financial aspects of buying and selling a home.

All course offerings fall under the headings of general interest; environment, gardening, and horticulture; health and physical fitness; foreign and domestic studies; careers and professions; business, labor, and technology; family and community affairs; and bicentennial colonial studies.

A catalogue of offerings for the fall semester may be obtained from the Office of Special Programs, 12070 Jefferson Avenue, Newport News, phone 877-9231, Ext. 200.

Toffler to Speak



Mr. Toffler

Alvin Toffler will discuss 'Learning for Tomorrow' on Friday, October 4, at 8 p.m. in Hampton High School.

Mr. Toffler's presentation is one in a series of public lectures about 'Our Future in the Cosmos' jointly sponsored by the College and the NASA Langley Research Center.

Renowned author of the sociological treatise Future Shock Mr. Toffler has served on the faculty of Cornell University and as consultant to many leading corporate organizations. In Learning for Tomorrow his latest work from which his lecture is derived, Mr. Toffler argues that 'adaptational breakdown' to rapid lifestyle changes may be avoided if new educational approaches are developed to give young people real ideas about the future.

According to its stated purpose, the lecture series is intended to stimulate the consciousness of the community regarding the necessity of integrating different scientific disciplines into daily life to achieve solutions to the problems facing the future of mankind.

Hampton High School is located at 1491 West Queen Street. Tickets are required for admission and may be obtained free of charge by phoning the Office of Special Programs in Newport News at 877-9231, Ext. 200 / 201.

Auto Decals

Auto decals will be issued Wednesday, September 11, and Thursday, September 12, during registration. Decals may also be obtained from 8 a.m. to 5 p.m. in the Security Office, Old Laundry Building.

There will be a charge of \$5 for all registrants, including faculty, staff and students. The increase in cost of decals for faculty and staff is due to reduced rates for students—from \$10 to \$5. For certain designated areas, e.g., Common Glory parking lot, the charge remains \$1.

Student Health Services

Physicians will be on duty at the Student Health Center Monday through Friday, 9 a.m.-12 noon and 2-5 p.m., and on Saturday, 10-11 a.m. Nurses are on duty at all times, and a doctor is on call for emergencies.

People eligible for care at the Center include undergraduate students who are enrolled in a minimum 12 hours and graduate students who are enrolled in a minimum 9 hours. Graduate students engaged in work equivalent to a full-time load as certified by the dean of their program are also eligible.

Before care may be given, the initial health record must be on file at the Student Health Center, and the health fee must be paid. If a student needs to get in touch with the Center for any reason, he may call Ext. 386.

Grant Applicants Take Note

The Virginia Attorney's General Office has notified the College that Ernest S. Sinclair, sole controller of the American Education Foundation for scholarship grants, has been arrested for mail fraud pursuant to Title 18, U.S. Code 1341.

Any students who may have mailed money under this grant application scheme should contact John Zimblage, postal inspector, Main Post Office, Los Angeles Calif., telephone 213/688-3025. Students may also send complaints to Roy L. Farmer, administrator, Office of Consumer Affairs, 825 East Broad Street, Richmond 23219, for forwarding to the postal authorities.

College Women's Club

The College Women's Club will hold registration for swimming classes on Saturday, September 14, from 10 - 11 a.m. in the lobby of Adair Gymnasium. The classes are for faculty, staff and their families. A pool use fee of \$5 for each participant will be charged and must be paid at registration.

Additional information may be secured from Connie Blood at 220-0230 or Sue Garrett at 229-5692.

Mrs. Sidney Lawrence, president of the club, announced the fall Welcome will be held Friday, September 20. The meeting will be in the Dodge Room of Phi Beta Kappa Hall at 3:30 p.m. New members will be introduced and the annual program presented. Members will have the opportunity to join the various interest groups.

Any woman associated with the College, either through her own or her husband's employment, is eligible for membership.

Baby-sitting services will be available. Call Mrs. Charles Mathews at 229-0447 for more information.

Mrs. Frederick D. Truesdell Dies

The Rev. John R. King, pastor of the Williamsburg Presbyterian Church, held graveside services Monday at Williamsburg Memorial Park for Mrs. Katherine T. Truesdell, wife of Frederick D. Truesdell, professor of music, who died Friday in a Newport News nursing home after a long illness.

Mrs. Truesdell, a native of Buffalo, N.Y., had been a resident of Williamsburg for the past 14 years. She was a member of the Williamsburg Presbyterian Church, the College Women's Club and the Wednesday Morning Music Club.

In addition to her husband, she is survived by two daughters, Mrs. E. W. Fox, Jr., Falls Church, and Sharon L. Truesdell, Williamsburg; one son, Larry A. Truesdell, Richmond; and a sister, Mrs. D. A. Alman, Edison, N.J.

Annual Calendar of the Arts-1974-1975

SEPTEMBER

- FINE ARTS EXHIBITION: Gouaches and Paintings by Jean Lurcat. Art Gallery of Robert Andrews Hall.
- WILLIAM AND MARY THEATRE: Movie of Anton Chekhov's Uncle Vanya. Produced by Laurence Olivier; staring Lord Olivier, Joan Plowright, Sir Michael Redgrave, and Dame Sybil Thorndike. Phi Beta Kappa Hall. 8:15 p.m.
- FINE ARTS EXHIBITION opens: Master Drawings from O'Neal Collection. Andrews Hall Gallery.

OCTOBER

- FINE ARTS EXHIBITION continues: Master Drawings from O'Neal Collection. Andrews Hall Gallery.
- SUNDAY SERIES: James Mathis, pianist. Campus Center ballroom. 4 p.m.
- CONCERT SERIES: Goldovsky Grand Opera Theater performing Verdi's "La Traviata." Phi Beta Kappa Hall. 8:15 p.m.
- 11-13 PREMIERE THEATRE production of original one-act plays. Lab theatre of Phi Beta Kappa Hall. 8:15 p.m.
- Week of Oct. 14 DIRECTOR'S WORKSHOP productions. Lab theatre of Phi Beta Kappa Hall. Afternoons. (Times to be announced.)
- 23-26 WILLIAM AND MARY THEATRE: "Melody," a full-length original drama by Michael B. Sullivan, class of 1975. Directed by Louis E. Catron. Phi Beta Kappa Hall. 8:15 p.m. Also a special matinee for high school students on October 25.
- 28-Nov. 18 FINE ARTS EXHIBITION Baskin Bronzes and Prints and 20th Century American Sculpture. Andrews Hall Gallery.
- CONCERT SERIES: Richmond Symphony, conducted by Jacques Houtmann. Phi Beta Kappa Hall. 8:15 p.m.

NOVEMBER

- 1-18 FINE ARTS EXHIBITION continues: Baskin Bronzes and Prints and 20th Century American Sculpture. Andrews Gallery.
- SUNDAY SERIES: Anthony and Joseph Paratore, duo-pianists. Campus Center ballroom. 4 p.m.
- 13-16 SINFONICRON OPERA: Gilbert and Sullivan's "The Gondoliers." Phi Beta Kappa Hall. 8:15 p.m.
- WILLIAM AND MARY THEATRE: 9 Visiting professional production. Luther Burbank Dingleberry Festival (the Dinglefest) presenting their "Tom 11 Swift and His ". Phi Beta Kappa Hall. 8:15 p.m.
- CONCERT SERIES: Interlochen Jazz Quintet. Phi Beta Kappa Hall. 8:15
- PIANO RECITAL: Miss Grace Linn Donat, senior recital. Phi Beta Kappa Hall. 8:15 p.m.

Sun., Feb. 2, *Belle de Jour

Fri., Mar. 7, American Graffitti

Fri., Mar. 14, Last Tango in Paris (X)

- FINE ARTS EXHIBITION: Ten Houses of Today and Great Architecture for the Sixties. Andrews
- PREMIERE THEATRE production of original one-act plays. Lab theatre of Phi Beta Kappa Hall. 8:15 p.m.
- SUNDAY SERIES: Williamsburg Madrigal Singers. Campus Center 22 ballroom. 4 p.m.
- Week of Dec. 9 DIRECTOR'S WORKSHOP ORCHESIS WORKSHOP in conjunction with productions. Lab theatre of Phi Beta Kappa Hall. (Times to be announced.)
- 11-14 WILLIAM AND MARY THEATRE: John Gay's "The Beggar's Opera." Directed by Jerry Bledsoe. Phi Beta Kappa Hall. 8:15 p.m.
- 17-19 CHRISTMAS CONCERT: William and Mary Choir and Chorus. Phi Beta Kappa Hall. 8:15 p.m.

JANUARY

(No events scheduled as yet.)

FEBRUARY

- SUNDAY SERIES: Oscar McCullough, baritone. Campus Center ballroom. 4 p.m.
- PIANO RECITAL: Miss Kathleen Cozart Moriarty, senior recital. Phi Beta Kappa Hall. 8:15 p.m.
- CONCERT SERIES: Pittsburgh Symphony Chamber Orchestra with Christopher Parkening, guitar. Phi Beta Kappa Hall. 8:15 p.m.

26-MARCH 1 WILLIAM AND MARY THEATRE: Patrick Hamilton's "Angel Street" ("Gaslight"). Director: Howard Scammon, Phi Beta Kappa Hall, 8:15

- SUNDAY SERIES: Dora Short, violin, and J.S. Darling, Jr., harpsicord. Campus Center ballroom.
- VOICE RECITAL: Benjamin Keith Savage, senior recital; accompanied at the piano by Miss Kathleen Cozart Moriarty. Phi Beta Kappa Hall. 8:15
- WILLIAM AND MARY THEATRE: Visiting professional production. Brecht's "Concerning Poor BB", performed by The Acting Group. Phi
- Beta Kappa Hall. 8:15 p.m. PIANO RECITAL: Dr. F. Donald Truesdell. Phi Beta Kappa Hall.
- CONCERT SERIES: Nikolais Dance Theatre. Phi Beta Kappa Hall. 8:15
- ORCHESIS WORKSHOP in conjunction with the Nikolais dance company's residency. (Dates to be announced.)

19-20 ORCHESIS: "An Evening of Dance" Phi Beta Kappa Hall. 8:15 p.m.

- SUNDAY SERIES: Reger Quartet. Campus Center ballroom. 4 p.m.
- CONCERT SERIES: Grant Johannesen, piano, and Zara Nelsova, cello. Phi Beta Kappa Hall. 8:15 p.m.
- WILLIAM AND MARY THEATRE: "Much Ado About Nothing", by William Shakespeare. Director: Howard Scammon. Phi Beta Kappa Hall. 8:15 p.m.
- CONCERT SERIES: Dances We Dance, Inc. Phi Beta Kappa Hall. 8:15
- the Dances We Dance, Inc., company's residency. (Dates to be announced.)
- CONCERT BAND PERFORMANCE Phi Beta Kappa Hall. 8:15 p.m.
- SUNDAY SERIES: John Biggs Consort. Campus Center ballroom. 4

MAY

- WILLIAM AND MARY CHOIR AND CHORUS SPRING CONCERT. Phi Beta Kappa Hal!
- BACKDROP CLUB Production. Phi Beta Kappa Hall. 8:15 p.m.

Please direct any questions regarding this calendar to Marjorie Healy at Ext. 579 or 226.

TICKET INFORMATION

CONCERT SERIES

- Performances in Phi Beta Kappa Hall. 8:15 p.m. Season subscriptions: (7 events) \$10.00 for
- William and Mary students, faculty and staff; \$15.00 for non-College subscribers. Write to Concert Series, c/o Campus Center, College of William and Mary, Williamsburg, VA 23185, or call the Campus Center at 229-3000, ext. 236.
- General Admission (if available): \$3.00 for William and Mary students, faculty and staff; \$4.00 for non-College. Sold at Campus Center one week in advance and at the Phi Beta Kappa box office the evening of the performance.
- For further information: Campus Center, 229-3000, ext. 236.

SUNDAY SERIES

- Performances in the Campus Center ballroom. 4
- No admission charge; silver collection at the door. For further information: Campus Center, 229-3000, ext. 236.

WILLIAM AND MARY THEATRE

- Performances in Phi Beta Kappa Hall. 8:15 p.m. Season tickets: For all 7 events the cost is \$12.00. For 5 events (the W&M Theatre productions and the movie) the cost is \$7.00. Write to William and Mary Theatre, Phi Beta Kappa Memorial Hall, College of William and Mary, Williamsburg, VA 23185, or call 229-3000, ext.
- General admission: \$2.00 for each of the W&M Theatre productions; \$3.00 for each of the visiting professional productions and for the W&M musical; \$1.00 for the movie. Available at the Phi Beta Kappa box office.
- For further information: William and Mary Theatre, 229-3000, ext. 395.

BACKDROP CLUB

Performances in Phi Beta Kappa Hall. 8:15 p.m. Tickets available at the Phi Beta Kappa box office during the week of production.

MUSIC DEPARTMENT CONCERTS

- Performances in Phi Beta Kappa Hall. 8:15 p.m. Choir and Chorus: Ticket information will be made available later in the fall.
- Band: Tickets will be available from individual band members in advance and at the Phi Beta Kappa box office the night of the performance
- Orchestra: General admission tickets will be available on the night of the performance at the Phi Beta Kappa box office. Individual recitals: No admission charge
- For further information: Department of Music, 229-3000, ext. 230.

Performances in Phi Beta Kappa Hall. 8:15 p.m. Tickets will be available at the Phi Beta Kappa box office during the week of performance.

- ORCHESIS
 Performance in Phi Beta Kappa Hall.
- No admission charge.
 For further information: Women's Physical Education Department, 229-3000, ext. 360 or

FINE ARTS EXHIBITIONS

- Exhibitions: Robert Andrews Hall gallery. Hours to be announced.
- Film series: Andrews 101. No admission charge.
- For further information: Department of Fine Arts, 229-3000, ext. 385.

SWEM LIBRARY EXHIBITIONS

- Swem Library Museum. Hours: 8 a.m. to 5 p.m, Mondays through Fridays, 9 a.m. to 1 p.m., Saturdays. No admission charge.
- For further information: Swem Library-Special Collections, 229-3000, ext. 405.



"Aftermath"

ORCHESIS

Orchesis (the name is derived from the Greek orcheisthai, "to dance") is a modern dance group composed of talented William and Mary students and professionally directed by two faculty members. The group seeks to stimulate interest in America's unique contribution to the performing arts, modern dance, by giving two public performances annually and also by sponsoring lecture-demonstrations in conjunction with such campus organizations as the Committee on Lectures, the Visiting Scholars Series and the Concert Series.



WILLIAM AND MARY THEATRE

The William and Mary Theatre's 1974-75 season continues The Theatre's long heritage as the campus and community headquarters for audiences and participants seeking the excitement of lively theatre.

For its 49th year of continuous operation, The Theatre will present a balanced program ranging from classical to modern, comic to

CONCERT SERIES

Now in its 39th season, the William and Mary Concert Series features presentations by outstanding artists of the professional concert stage. In recent years those subscribing to the Series have enjoyed performances by such prominent artists as John Ogdon, pianist, Pilar Lorengar, soprano, the Harkness Ballet Company of New York and the Richmond Symphony Orchestra.

2) The Emigrants (R)

2) High Plains Drifter

2) Some Like It Hot (M. Monroe)

2) The Hound of the Baskervilles

2) The Rievers

FINE ARTS EXHIBITIONS

The Department of Fine Arts contributes significantly to the Arts at William and Mary by annually sponsoring a number of exhibitions in their Robert Andrews Hall art gallery. Faculty members-in accordance with their scholarly, educational and own professional pursuits-organize shows of traveling and loan exhibits, of works from the College's permanent collection and also of their own creative works. Students in the department contribute to the Arts on campus by organizing an annual exhibit composed entirely of student's works.

MUSIC DEPARTMENT CONCERTS

The Department of Music offers the College and community a rich variety of musical entertainment, including recitals by students and faculty members, performances by small vocal and instrumental ensembles, an operatic production and concerts by the William and Mary choir, chorus, band and orchestra.

During the past decades, the choir and the women's chorus have earned a reputation for excellence in their concert performances. The choir and chorus agenda includes-in addition to presentations on tour-formal concerts on campus at Christmastime and in the spring.

The William and Mary Band plays a dual role-as a marching unit entertaining at football games and as concert performers during the rest of the year. Talented students, long hours of practice and the leadership of a demanding director have combined to make the band a highly acclaimed group of performers. The band offers informal concerts at various times during the year and also has scheduled a formal concert, the Carl Hibbard Memorial, in late April.

Composed of students at the College and of members of the community and augmented on occasion by guest artists from the Peninsula, the Orchestra generally presents two full symphony concerts and also one chamber orchestra performance in the spring.

Periodically throughout the year, vocal and instrumental ensembles perform, and individual student and faculty recitals are offered. These are generally open to the public, held in Phi Beta Kappa Hall, and no admission is charged.

The Sinfonicron Opera Company-organized by students in William and Mary's two music fraternities, Phi Mu Alpha Sinfonia and Delta Omicron-will celebrate its tenth anniversary in November. Opera buffs can look forward to a gala rendition of Gilbert and Sullivan's The Gondoliers.

SUNDAY SERIES

William and Mary's Committee on Concerts, which offers the Concert Series, also sponsors the Sunday Series to bring to the campus and community other musical programs of greater variety and special

Formerly known as the Collegium Musicum, the series began at the College in 1962 under the direction of F. Donald Truesdell, professor of music, and under the sponsorship of the Department of Music. Mr. Truesdell's intention in initiating the program was to supplement the regular concert series with music that was unique or seldom heard. It was designed "as a contribution to the cultural and educational enrichment of the community."

SWEM LIBRARY EXHIBITS

A number of exhibits are shown in the Swem Library museum during the year. The exhibits generally feature materials from the library's own special collections. From time to time traveling and loan exhibitions are also displayed, and on occasion items depicting the College's history are exhibited.

Upcoming exhibits include the Chapin Collection of books about dogs; the writings of John Weaver, a distinguished alumnus of the College; books published by the Beehive Press, a regional Southern press; and selections from the Alice Aberdein Collection of oriental craftwork and art.

Association Films 1974-1975 Student

Fri., Sept. 13, The Godfather (R) Sun., Sept. 15, *State of Siege Fri., Sept. 20, Jesus Christ Superstar 2) Klute (R) Sun., Sept. 22, *Elvira Madigan Fri., Sept. 27, A Clockwork Orange (R) 2) Ducksoup (Marx Brothers) Fri., Oct. 4, Man of LaMancha Fri., Oct. 11, The Day of the Jackal 2) Scarecrow (R) 2) Jitterbugs (Laurel & Hardy) Sun., Oct. 13, *Juliet of the Spirits Sun., Oct. 20, Bang the Drum Slowly 2) Beat the Devil (Bogart) Fri., Oct. 25, Cries and Whispers (x) 2) The Getaway Sun., Oct. 27, *Here's Your Life Fri., Nov. 1, Easy Rider (R) 2) Westworld Fri., Nov. 8, Papermoon 2) To Catch a Thief (Hitchcock) Sun., Nov. 10, *A Man and a Woman 2) Bringing Up Baby (Cary Grant) Fri., Nov. 15, Save the Tiger (R) Fri., Nov. 22, Pat Garrett and Billy the Kid (R) 2) Charlie Chan in London Fri., Dec. 6, A Touch of Class 2) A Streetcar Named Desire Sat., Dec. 7, *Ski Film Festival in Millington Hall; sponsored by the Outing Club Sun., Dec. 8, *Rashomon Fri., Dec. 13, Lady Sings the Blues (R) 2) The Third Man 2) Tarzan and His Mate Fri., Jan. 31, Harold and Maude

Fri., Feb. 7, Deliverance (R) 2) The Gold Rush (C. Chaplin) Fri., Feb. 14, The Way We Were 2) To Have and Have Not (Bogart) Sun., Feb. 16, *Love Affair Fri., Feb. 21, The Paper Chase 2) The Public Enemy (J. Cagney) Fri., Feb. 28, One Day in the Life of Ivan Denisovich 2) The Last of Shiela Sun., Mar. 2, *Hiroshima Mon Amour

2) Monkey Business (Marx Brothers) 2) Dr. Strangelove

Sun., Mar. 16, *The Magician Fri., Apr. 4, Serpico (R) Sun., Apr. 6, *Jules and Jim Fri., Apr. 11, Life and Times of Judge Roy Bean Fri., Apr. 18, Joe Kidd Sun., Apr. 20, *Odd Obsession Fri., Apr. 25, Jeremiah Johnson Fri., May 2, The Long Goodbye Fri., May 9, The Thief Who Came To Dinner

> PLUS ASSORTED SHORTS, CARTOONS, COMING ATTRACTIONS, AND OTHER FEATURES

Admission is ONLY by film series pass. Passes cost \$5.00 and cover the entire 63 film schedule (or, about 8 cents per film). Film passes can only be sold to members of the College community (students, faculty & staff).

Please consult the WILLIAM AND MARY NEWS calendar of events to ascertain the correct times for the second shows. Dates and times are subject to change according to the availibility of William and Mary Hall and Millington Hall. Those films preceded by an asterik (*) will be shown in the Millington Hall Auditorium. All film presentations will begin at 7:30 p.m.

1974 Football Schedule

Sept. 14 @ Wake Forest 1:30 p.m. Oct. 26 @ VMI 2:00 p.m. 1:30 p.m. 7:30 p.m. Sept. 21 @ Virginia Nov. 2 Open Date Sept. 28 @ Furman Nov. 9 Virginia Tech 1:30 p.m. 7:30 p.m. Oct. 5 Citadel Nov. 16 East Carolina Oct. 12 @ Boston College Nov. 23 @ Richmond 1:30 p.m. 2:00 p.m. Oct. 19 Rutgers (HC) Season Tickets - \$28.00 Side :19.00 End Zone

1974-75 Basketball Schedule

Nov. 30 Pace Dec. 2 Haverford Dec. 5 George Washington Dec. 7 The Citadel Dec. 11 Virginia Dec. 14 Wagner Dec. 17 Davidson Dec. 21 Wake Forest Dec. 30 Columbia Jan. 4 Old Dominion Jan. 18 East Carolina Jan. 20 St. Mary's Jan. 22 VMI Jan. 25 Furman Jan. 28 Virginia Tech Feb. 1 Pittsburgh Feb. 3 The Citadel Feb. 6 Richmond Feb. 8 Appalachian State Feb. 10 Baltimore Feb. 12 Virginia Tech Feb. 15 East Carolina Feb. 19 VMI Feb. 22 Richmond Feb. 26 Rutgers Mar. 1 So. Conf. Tournament All Homes Games Start at 7:30 P.M.

Second Semester Dates

Registration: Friday, January 24

Classes Begin: Monday, January 27

.Six Old Fraternity Lodges converted into housing for 36 undergraduate men.

.Secretaries House on Jamestown Road converted into housing for 13 undergraduate women.

.Thiemes - recreation for Black Student Organization in basement.

.Yates - vacant during the summer for first time since 1965 - showers retiled and painted; hallways painted; 70 rooms painted.

.Some improvements were made to the bathrooms in sorority houses and 75 sets of dormitory furniture were repainted.

Other developments -

William J. Carter, vice president for business affairs, is hopeful that Old Dominion Hall will be ready for occupancy around mid-November. The dormitory will be completely air conditioned; hallways and student rooms will be carpeted.

Because of a delay in construction, due to a strike by the lathers and the carpenters and default of the original contractor, students assigned to this dormitory will temporarily be housed in Monroe Hall.

Bids will be opened September 27 for the renovation of Monroe Hall, with September 1975 as the projected date of completion.

Two playing fields to be used by women's physical education will be ready for use by the end of October.

During the summer, the field was regraded, fertilized and sprigged with Bermuda grass, which features a rough root system that makes it durable enough for athletic fields and golf greens. Though Bermuda grass browns during the winter, it survives to sprout greener than ever the following spring, according to James T. Connolly, assistant director of buildings and grounds.

Wilson, continued from page 1

During his Army career, Wilson served as chief of research and development for aviation logistics and as such was responsible for contracts and negotiating and administering development projects concerned with Army air mobile systems and related sciences.

In succeeding Jerry Van Voorhis, administrative assistant to the President, as coordinator of the Affirmative Action Program, Wilson will continue to implement William and Mary's Program. His appointment in this capacity will serve to meet the increasing needs of the College's Affirmative Action Program. He will also serve on the Affirmative Action Advisory Committee.

Van Voorhis will continue to coordinate the Affirmative Action program until Col. Wilson's arrival in October.

As deputy group commander at Fort Eustis during 1972-73, Wilson was responsible for the development of the Department of the Army's Affirmative Action guidelines which were disseminated to the battalions.

Wilson earned his undergraduate degree at Morgan State College in 1954 and was awarded a master's degree by William and Mary in 1974. The Philadelphia native is married and the father of four.

Landscaping for Morton Hall is almost complete.

To meet an anticipated increase in the need for laundry services due to the closing of the College facility last May, several steps have been taken, said director of college residences John Hodges.

A rental linen service by Royal Linen Company of Richmond, at a cost of \$28 plus \$4 deposit fee per year, is available. Over 500 students have already signed up for service, Hodges stated.

Other steps include:

.Installation of laundromat facilities in Taliaferro Hall

.Installation of machines in the basement of College Apartments No. 1 (for Sorority Court residents)

.Increase in the number of machines in other student residences

SPACE ASSIGNMENTS

Several offices and departments were relocated during the summer:

.Classical Studies and Religion moved from Jones to Morton Hall, Rooms 24 and 229 respectively.

.School of Education from Lodges 1 and 3 to Hugh Jones Hall.

.Law Enforcement Assistance Administration from Lodge 2 to part of Madison Hall ground floor.

.Modern Languages from Lodge 16 to Washington 305 and 307.

.Police Department from Lodge 6 to Old Laundry Building Offices.

Staff Notes

President's Office

Assistant to the President Jerry Van Voorhis recently attended the annual conference of the Society for College and University Planning (SCUP) on behalf of the College.

The conference dealt with issues of statewide coordination in higher education, higher education financing, and problems and techniques of masterplanning within colleges and universities.

Appointments

Patricia Bromiel joined the staff of the Earl Gregg Swem Library September 3 as a clerk-typist B in the Periodicals Department. She is a 1974 graduate of Southern Illinois University.

Promotions

Elnora Robinson, custodial worker to housekeeping supervisor A.

Judith Ringi, accounting machine operator to computer operator trainee.

Joanne Wilkerson, clerk typist B to clerk-typist C in the School of Education.

The Geology Department should be completely moved from Bryan Hall to Small Hall by the latter part of October; while the School of Law Library reserve and storage should be completely moved from Wren basement and third floor of James Blair to Bryan basement by the end of September.

CAPITAL OUTLAY PROGRAMS

Construction on the \$2.4 million chemistry-philosophy building is expected to be completed by April 1975. Late steel delivery and a plumbers' strike caused a six-week delay in the projected date of completion.

A building for buildings and grounds offices and shops is currently in the planning stage, according to Carter. The quonset huts now housing maintenance offices and shops will be replaced. Trinkle Hall and the old laundry building will be used for college storage and warehousing. A large parking lot will be constructed where the quonset huts now stand.

An appropriation of \$268,000 for the improvement of the storm drainage system was approved in the last General Assembly, Mr. Carter stated. Plans for this project, which primarily involves cleaning up Crim Dell and improving the drainage system throughout the campus, are nearing completion. The contract should be awarded in November.

A \$126,000 campus lighting system is in the final stage of planning.

William & Mary Hall Facilities

William and Mary Hall facilities are available to students, faculty and staff during the following hours:

Main Arena - 7 a.m. - 3 p.m. (M-F) Aux. Gym 7 a.m. - 10 p.m. (M-F) 7 a.m. - 5 p.m. (Sat.) 2 p.m. - 10 p.m. (Sun.)

The weight room and gymnastics gym are not available unless supervised by Cliff Gauthier and Ed Steers.

Lockers are available to members of the faculty and staff and will be assigned on a "first-come, first-served" basis. Interested persons should contact Lester Hooker at Ext. 492.

In Print

The 'Back to School' issue of Mademoiselle magazine contained a story on the College by alumna Catherine Calvert, the magazine's assistant college and careers editor, and several fashion photographs of William and Mary students modeling some of the new fall fashions. Models included Carrine Klugman, '77, Arlington; Suzanne Warren, '77, Williamsburg; Joan Rigsby, '75, Cumberland; Marcia Hagood, '75, Newport News; Shelley Wood, '75, Yorktown; Barbara Savage, '77, Warminster, Pa.; and Michael Wren, '76, Remington, Va.

Bee Cumby, '75, from Petersburg, was interviewed by Peggy Schmidt *Glamour* magazine concerning her work and travels in Alaska.

ADVERTISEMENTS CONTINUED

For Sale

1968 Ford Cortina, 4 new Polyglas tires, excellent mechanical condition. \$450. Call Sadler Loue, 229-3000, Ext. 471, 9-12 a.m. or 1-5 p.m. weekdays. (9/17)

For Rent

To Rent: Caretakers cottage c. 1830; four rooms plus bath, 3 fireplaces and furnace. Beach privileges. James River Plantation in Surry Co. \$95.00 monthly. Ferry free to students. 294-3854 or 294-3781. (9/24)

House for rent: 3 BR; kitchen; utility room; family room; 2 full baths; garage; central air conditioning; patio; 1 acre on the water near the York River; boat dock; lot wooded with pine trees. \$250.00 per month. Call Betty Reymer 642-5907 (nights). (9/24)

Modern, 3 BR, semi-furnished trailer near campus; \$160/month. Call 220-0729 after 6 p.m. (9/24)

3 BR house with large, fenced in yard. \$210/month. Call 220-0729 after 6 p.m. (9/24)

For rent: 3-room apt. furnished for married couple or faculty member. Available Sept. 1. \$125/month plus elec. Air conditioned. No children, no pets. Call 229-4617. (9/17)

Wanted

Male faculty member wishes to rent or sublet furnished apartment for second semester. Please write J. B. Savage, 405 Strafford Avenue, Apt. 2B, Wayne, Pennsylvania, 19087. (9/24)

Roommate wanted to share 2 BR air-conditioned unfurnished apt. at Williamsburg East Apts. \$75/month rent plus half electric bill. Available immediately. Call Richard at 229-1738 after 6 p.m. (9/24)

Mother needed who lives in area of College. Please care for two happy children half day beginning in Sept. Call 229-5652 after 5. (9/10)

Roommate needed. First year law student seeks roommate to share furnished apt. \$90/month plus utilities. 3 miles from campus. Contact: Michael Salasky, 113-D Stratford Hall Apts. (behind Ramada West). Call telephone information for number. (9/24)

One roommate, male or female, needed to share 3 BR trailer with one other person. \$95/month and utilities (oil and electricity) for 1 BR and 1/2 bath. Call Chris Bassford, 703-534-2308. (9/24)

Wanted: Student security assistants in Campus Security Office. Regular student wages. Contact Harvey P. Gunson, Old Laundry Bldg., Ext. 596/597. (9/24)

Wanted: 2nd hand freezer. Call 229-8700. (9/24)

Female student--Junior--looking for an apartment to share with another woman. 22 yrs. quiet, non-smoker. Would like to be near campus (bicyclible) and have own room. Any possibilities? Please call Marti Garrison, 703-273-8242. (Fairfax, Virginia.) (9/17)

Serious, but desperate, English grad student seeks abode for the coming school year. Will accept anything. Even offering a reward (wow!) of \$25.00. Leave message at P.O. Box 7015, College of William and Mary. (9/17)

Female grad student wants to share apartment or rent room in house for academic year 1974-75. Call collect Becky Graves, 804-823-4122. (9/10)

Lost

Glasses lost. Black leather case; Florentine gold frames; tinted glass. Will pay postage if found. Colleen Spicka; 9210 Annhurst St.; Fairfax, Va. 22030. (9/17)

Lost: medium sized mixed collie; tan and white; white feet; answers to name Brandy. Reward offered. 220-1027. (9/17)

PERSONNEL BULLETIN

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Commonwealth of Virginia shall provide equal employment opportunity to its employees and applicants for employment on the basis of fitness and merit without regard to race, color, religion, national origin, political affiliation, sex or age (except where sex or age is a bona fide occupational qualification). This policy shall be followed in recruiting, hiring, promotion into all position classifications, compensation, benefits, transfers, layoffs, returns from layoff, demotions, terminations, State-sponsored training programs, educational leave, social and recreational programs and use of State facilities. Any person employed by the Commonwealth of Virginia who fails to comply with this policy is subject to disciplinary action.

FORMS TO BE SUBMITTED TO THE PERSONNEL OFFICE

It has come to the attention of the Personnel Office that required forms pertaining to employment, separation, and leaves of absence for non-faculty employees are *not* being submitted to the Personnel Office in a timely manner as required. These forms and submission criteria are listed below:

College of William and Mary Employment Form (Revised 6/73) should be submitted in duplicate for all personnel (except students paid from student funds) regardless of the nature of employment, whether it be hourly, weekly, monthly, etc. This form must be on file in the Personnel Office or the individual will not be paid.

College of William and Mary Separation Form should be submitted for all personnel (except students paid from student funds) who are separated from College employment. When a supervisor has definite knowledge that employment for an individual will be terminated, the Personnel Office should be informed by submission of the Separation Form as soon as possible. Failure to submit such information at least two weeks prior to employee's separation date can result in a two to three week delay in the issuance of an employee's final pay check. The detailed reason for the separation should be clearly noted on the Separation Form and a copy of the letter of resignation attached (if appropriate).

Application for Leave of Absence should be completed and submitted promptly on G.O. Form P-8 for all permanent classified employees (not hourly). This form is used to report any type of leave (e.g., sick, annual, compensatory, military, civil, etc.).

- (a) For all except sick leave, the forms should be submitted before such leave is taken.
- (b) For sick leave, a form should be submitted on the day following the employee's return to duty, to cover the entire period of absence.

Whenever a permanent classified employee (not hourly) is absent for no known reason, or for illness, the Personnel Office should be notified by memorandum from the department head or supervisor on the first day of such absence. This cannot be stressed enough, since the available leave balances for the individual may not be sufficient to absorb the absence, and, thus, an immediate payroll adjustment may be necessary. Waiting until the employee's return to duty to submit such information may cause a delay in issuing the pay check on the normal pay day.

There appears to be some misunderstanding as to the necessity for leave slips in the case of bad weather, and this is intended to clarify such misunderstanding.

First of all, if an employee reports less than an hour late on a morning when road conditions are hazardous, that employee should have no charge made against his leave balance. However, if he does not report at all, then a leave slip should be submitted for the entire day.

At the close of the day, if any classified employee leaves early for any reason whatsoever, a leave slip should be submitted for the hours involved.

Please remember that individual department heads or supervisors do not have the authority to send people home before closing time without a leave slip. Such action should be taken only upon specific instructions from the Personnel Office.

The cooperation of all concerned is important in order that the leave and employment accounting for employees be accurate and up-to-date. Failure to follow the above guidance may result in a financial hardship to an employee.

Job Openings

The following positions at the College are or will be vacant. Qualified employees who wish to be transferred to these positions may receive additional information at the College Personnel Office. The College of William and Mary is an Equal Opportunity Employer. Accordingly, women and minority employees are encouraged to apply for those positions for which they feel they are qualified.

Test and Reading Specialist (college degree required) Clerk-Stenographer C Clerk-typist B

Official Memoranda

To: Members of the College Community

Subject: Interim Reorganization of the College Administration

It will be some weeks before final decisions are reached on how best to modify the organization of the central administration of the College in view of Mr. Lowance's departure, and even longer before it may be possible to put such a reorganization into effect.

During this interim period, starting immediately and until further notice, the following arrangements will be in effect, on a temporary basis.

Individuals who have been responsible directly to Mr. Lowance will have new reporting relationships as follows during this period:

Dr. Robert Siegel, Director of SREL: Dr. Healy

Dr. Richard Cilley, Director of Student Health Services: Dr. Graves

Dr. Donald Herrmann, Director of Institutional Research: Dr. Healy

Mr. Ben Carnevale, Director of Athletics: Dr. Graves

Mr. Ross Weeks, Director of Information Services: Dr. Graves

Mr. Lester Hooker, Director of William and Mary Hall: Mr. Carter

Dr. James Windsor, President of Christopher Newport: Dr. Graves

Dr. Cornelis Laban, President of Richard Bland: Dr. Graves

Mr. Lowance has been chairman of several groups, and these chairmanships will be reassigned on an acting basis during this interim period as follows:

President's Advisory Council - Dr. Healy Space Allocation Committee - Dr. Healy Long-Range Planning Committee - Professor Garrett

Also on an interim basis, Mrs. Nell Jones, who has been serving as Administrative Assistant to Mr. Lowance, will become Administrative Assistant to Dr. Healy, along with Mrs. Shirley Peterson who is already serving in the same capacity. This arrangement will allow Dr. Healy to delegate more of the detailed work of his office and thus to provide more opportunity for direct communication between his office,

Thomas A. Graves, Jr.
President

To Members of the Teaching and Research Faculties
Members of Administration and Faculty Equivalent Positions

faculty members, and those individuals and offices responsible to him.

Subject: Meeting of the Faculties, to open the 1974-75 Academic Session, on Friday, September 13, 1974.

As announced on July 1, this is to remind you that there will be a meeting of members of the teaching and research faculties and members of administration in faculty equivalent positions on Friday, September 13, 1974, from 3:30 p.m. to 4:30 p.m. in Millington Auditorium. The purpose of the meeting will be to provide an introduction to the 1974-75 academic session.

New members of the faculties and of the administration will be introduced by Dr. Healy, the Academic Deans and the Dean of the Undergraduate Program.

I shall make brief and general remarks about the major issues, opportunities and problems facing the College as a whole in the coming academic year.

Dr. Healy, on behalf of the Academic Deans, the Dean of the Undergraduate Program and the Faculty Liaison Committee to the Board of Visitors will make similar remarks about the Faculties and Schools and will present an overview of academic affairs for 1974-75.

This meeting has been planned, for the faculties, at the suggestion of and with the concurrence of the Academic Deans, the Graduate Dean of Arts and Science, the Dean of the Undergraduate Program, and the Chairman of the Faculty Liaison Committee.

I hope that you plan your schedule on what will be the first day of classes for many so that you will be with us as a faculty community.

The meeting will adjourn in plenty of time for all of us and our spouses to attend the reception offered by the United Virginia Bank that is planned to start at 5:30 p.m.

Thomas A. Graves, Jr.
President

Room

Class Schedule Supplement					
DEPARTMENT	COURSE	HOURS	DAYS	ROOM	INSTRUCTOR
FINE ARTS					
ADD	457	2-4	TT	Colonial Williamsburg Curator's	Hill, G. and staff of Colonial

TUESDAY, SEPTEMBER 10

Residence Hall Life Staff Meeting: CC Theatre, 9 a.m.-12 noon. Math Department Meeting: Jones 102, 9 a.m.-12 noon.

Foreign Study Meeting: Library Conference Room, 2-5 p.m.

Debate on Inequality, sponsored by College-wide Reading Program and Orientation PBK Auditorium, 8-9:30 p.m. Reception following debate, PBK Dodge Room, 9:30 p.m.

Student Bar Association Watermelon Party, Lake Matoaka Shelter.

WEDNESDAY, SEPTEMBER 11

PE Exemption Test

Women: Adair Gym, 8 a.m.-12 noon.

Men: Blow Gym, 8 a.m.-12 noon.

Women's Recreation Assoc. Annual Picnic for Incoming Freshmen: Adair Patio

Dinner for Freshmen Men: The Commons, 5-7 p.m.

SA Interest Night: CC, 8 p.m.

THURSDAY, SEPTEMBER 12

Registration for freshmen and transfers: W&M Hall, 8 a.m.-12 noon.

School of Business Administration Orientation Program: Andrews Hall, Room 101, 9 a.m.-12 noon.

Library Information Sessions: Swem Library, 9 a.m.-12 noon.

Panhellenic Rush Registration: CC Lobby, 9 a.m.-12 noon.

Coffee for Foreign Students: CC Room A, 10-11 a.m.

MBA Association Picnic: Lake Matoaka Shelter, (in case of rain: CC Sit 'n Bull Room), 11 a.m.-5 p.m.

Tour of Student Health Center: Health Center, 2-5 p.m.

W&M Theatre Tryouts: PBK Auditorium and Stage, 4-11 p.m.

BSU Supper: CC Theatre, 5 p.m.

Madison Community: Madison's Yard, (in case of rain, CC Rooms A & B), 6-10

College Republicans: CC Room C, 7:30-9 p.m.

Marshall-Wythe Law Wives: CC Sit 'n Bull Room, 7-10 p.m.

Freshman Sock-Hop: Blow Gym, 9 p.m.

FRIDAY, SEPTEMBER 13

Classes Begin, 8 a.m.

SA Bookfair: CC Ballroom, 8 a.m.-11 p.m.

School of Education Faculty Meeting: CC Room C, 2-4:30 p.m. Faculty Meeting called by Dr. Graves: Millington Auditorium, 3:30-4:30 p.m.

W&M Theatre Tryouts: PBK Auditorium and Stage, 4-11 p.m.

W&M Christian Fellowship: CCTheatre, 6:30-8 p.m. SA Film: "The Godfather," W&M Hall, 7:55 p.m.

SATURDAY, SEPTEMBER 14

SA Bookfair: CCBallroom, 8 a.m.-11 p.m.

CPA Preparation Program: Jones 302, 9 a.m.-4 p.m.

Organ Recital: Wren Chapel, 11 a.m.

WMCF Picnic: Rear lawn of W&M Hall, 12 noon-3 p.m.

Soccer Scrimmage: W&M vs. U. of Mexico, Intramural Field, 2 p.m.

Project Plus Picnic: Lake Matoaka Shelter, 4-9 p.m.

W&M Theatre Tryouts: PBK Auditorium and Stage, 4-11 p.m.

College-wide Mixer Dance, sponsored by Panhel and I.F.C.: W&M Hall, 8 p.m.-1

a.m.

Football: W&M vs. Wake Forest, AWAY.

SUNDAY, SEPTEMBER 15

College Republicans: Morton 102, Library and Kitchen, 8a.m.-6p.m.

President's Brunch for faculty and administration: Wrey Yard, (in case of rain, CC Ballroom), 12:30-2:30 p.m.

Graduate Students Tea: PBK Dodge Room, 3-5 p.m.

Delta Omicron Reception for new choir director, Dr. Lendrim: Wren Bldg., Great

Hall, 3:30-5 p.m.

Project Plus: Lake Matoaka Shelter, 4-9 p.m.

CaMU Worship Service: Wren Chapel, 7:30-8:30 p.m. SA Film: "State of Siege", Millington Auditorium, 7:45 p.m.

Concert: "Sly and the Family Stone", W&M Hall, 8 p.m.

MONDAY, SEPTEMBER 16

no events scheduled

TUESDAY, SEPTEMBER 17

Catholic Mass: Wren Chapel, 7 p.m. Young Democrats: CC Room A, 7-8 p.m. Mermettes Clinic: Adair Pool, 7-9 p.m

WEDNESDAY, SEPTEMBER 18

Meeting of Panhel/I.F.C. Social Chairpersons: CC Theatre, 7-8 p.m. Project Plus Forum: Millington Auditorium, 7:30-9:30 p.m.

THURSDAY, SEPTEMBER 19

State Personnel Directors Conference: CC 12:30-9 p.m.

Episcopal Holy Communion: Wren Chapel, 5 p.m.

College Republicans: CC Gold Room, 7-8:30 p.m.

Meeting of Panhel/I.F.C. Social Chairpersons: CC Theatre, 7:30-10 p.m. The Williamsburg Players: "The Last of the Red Hot Lovers." by Neil Simon,

Hilton 1776, 8:15 p.m. (Also on Sept. 20, 21, 26, 27, and 28.)

FRIDAY, SEPTEMBER 20

Endowment Association Annual Meeting: Swem Library, 8 a.m.-5 p.m.

State Personnel Directors Conference: CC, 9a.m.-1:30 p.m. College Women's Club: PBK Dodge Room, 3:30-5 p.m.

W&M Christian Fellowship: CC Theatre, 6:30-8 p.m.

SA Films: "Jesus Christ Superstar," 7:44 p.m., "Klute", 9:45 p.m., W&M Hall.

SATURDAY, SEPTEMBER 21

Colonial Echo Workshop: CC Ballroom, 8 a.m.- 5 p.m.

CPA Preparation Program: Jones 302, 9 a.m. - 4 p.m.

Organ Recital: Wren Chapel, 11 a.m.

Football: W&M vs. UVa, AWAY, 1:30 p.m.

History Department Picnic: Lake Matoaka Shelter, 4 until dusk.

Mr. Scammon's Company of Comedians: "The Miser", by Henry Fielding,

Williamsburg Lodge Auditorium, 8:30 p.m.

SA Keg Party: Lake Matoaka Shelter, 9 p.m.-1 a.m.

SUNDAY, SEPTEMBER 22

Panhel Open House: Sorority Court, 2-5 p.m.

Rugby Team Picnic: Lake Matoaka Shelter, 4-8 p.m.

CaMU Worship Service: Wren Chapel, 7:30-8:30 p.m.

SA Film: "Elvira Madigan," Millington Auditorium, 7:30 p.m. MONDAY, SEPTEMBER 23

W&M Theatre Tryouts: PBK Auditorium and Stage, all day.

TUESDAY, SEPTEMBER 24

Catholic Mass: Wren Chapel, 7 p.m. Mermettes Tryouts: Adair Gym, 7-9 p.m. Special Programs: Swem Library, 8-9:30 p.m.

CLASSIFIED ADVERTISEMENTS

For Sale

For Sale: Frigidaire retrigerator with small freezer. Approximately 3' by 1 1/2'; perfect for dorm or apt.; one year old in excellent condition. Only \$50. Contact Bill Lugar, Ext. 355. (9/17)

1971 T-Bird; excellent condition; new tires. Call 220-1007 anytime. (9/24)

AKC reg. Miniature Schnauzer male puppies, champion bloodlines, salt & pepper. \$150. Call Pam, 220-0671 after 5.

One couch & matching chair for sale, in good condition. \$75.00. Call 229-2000, Ext. 225. Ask for Mrs. Jones.

For Sale: 1966 edition of Childcraft: The How and Why Library. 15 volumes, including guide and index; excellent condition. Will sell for \$40.00. Call 229-0860. (9/24)

'73 MG midget. Under 12,000 miles; excellent condition. Call 229-3066.

(9/24)

In Winsor Forest--4 BR; 2 bath rancher. All you'd expect in a custom home--from 180 sq. ft. redwood deck to brick sidewalk and gutters. 229-7829. (9/17)

For Sale: Hardman walnut console piano with bench, \$750; Sears 26" 3-speed bicycle, \$50; Sears 18,500 BTU air conditioner, \$275; Regina electric broom, \$25; Kenmore heavy duty 2-speed, 3-cycle washer, \$200, (price includes insurance and warranty policy); Whirlpool Supreme-80, 4-cycle dishwasher, \$150; 2, 9x12 rugs (1 oriental style, 1 oval braided), 1, 4x6 rug (oval braided), total \$75. Call Robert D. Sichta, 229-4569. (9/17)

For sale: small lawn mowing and garden maintenance business. Ideal for student or grad student. \$60. per wk. income, approx. 16 hr./wk. Choose your own hours. Call Al at 220-1690 or Tues., Wed., or Thurs, eve at 229-9585. Mower all all equip included. (9/17)

For sale: G.E. Dishwasher, regular size, counter top portable, top load, excellent condition-\$40; 2 air conditioners, 5,000 BTU each, Fedders, both for \$95; Studio couch, converts to full size bed or two singles, practically new, (cost \$160 new) for \$95. Call 220-0106 after 5 p.m.

BY OWNER--In city at 114 Haynes Drive. Immediate occupancy--Rancher w/cedar siding, 1400 sq. ft. Central A/C-3BR, 1 1/2 B, Den, Eat-in Kitchen. A/C and Dishwasher are new. Quiet Cul-de-sac surrounded by trees. Yard suitable for small children or easy maintenance for retired couple. Willing to consider renting with option of 7 1/4% loan assumption with possible 2nd mtg.--\$37,900. Call 229-5782 for appointment after Aug. 11. (9/10)

For Sale: Upright wardrobe trunk, 40" high and 22" wide, with 3 deep drawers on one side and place to hang clothes and place for shoes on other side. Call 229-2564. (9/17)

1973 Honda CB 175 with 6,000 miles. Complete with fairing, adjustable sissy bar with pad, luggage rack, and 2 helmets. Asking \$700. Call G. R. Thomas at 229-2032 after 5:30 p.m. (9/10)

For sale: '69 Dodge Super Bee; 36,000 miles, factory A/C; 8-track stereo; automatic transmission; power steering; 2-dr. vinyl hardtop. \$1400. Call 229-9360 (nights). Leave name and telephone number if I'm not in. (9/31)

For sale: 1970 Plymouth Fury III, air-conditioned, clean interior, good maintenance record, has dents on both sides which do not impair functioning. \$500 or best offer. 229-0739. (9/10)

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