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May 17, 1971

PHYSICAL PLANT - NEW LOCATION

Submitted by: C.O.Spaulding, Physical Plant, X252,227

APARTMENT FOR RENT

The Physical Plant Administrative Offices have moved to 131 Arlington Street (Avis Bldg.). The telephone extensions remain the same.

All requests for work, maintenance, emergencies and security will still be handled through this office.

Spacious second floor apartment in North Cambridge, living room, dining room, 2 bedrooms, bath, large kitchen with pantry, front and back porches, 5 minute walk to Mass. Ave. bus line. No pets. \$190 a month plus utilities, unfurnished. Available July 1, 1971. Call Robert Kimber, UMB German Department, X206. Home phone: 547-6041, or Lawrence Barrell, 491-4898.

SUMMER SUBLET APARTMENT JUNE 1 UNTIL AUGUST 31

Furnished and carpeted one bedroom apartment in excellent building corner of Commonwealth Ave. and Arlington Street (at Public Gardens) nice living room; tile kitchen with dishwasher, washer and drier in the building. A couple or single professor preferred.

Call Mr. Martin: 261-1089 after 6:00 P.M. or Secretary of Spanish Dept. at UMB.

CENTRAL DUPLICATING

Central Duplicating has set up a service door at the rear of the mail room to accept all printing orders. Please enter this area through the rear door of the mail room which is near the Piedmont Street entrance to 100 Arlington Street.

Submitted by: L.A. Mulsman, Auxiliary Services, X282 Requests for duplicating can be handed to the duplicating personnel with any necessary instructions at that time.

NEED FOR AFFIRMATIVE ACTION AT UMB

Submitted by: Thomas Franklin, Personnel Office,278 The non-white percentage of the Boston population is upward of 16% most of whom are Black. This means that more than one of every six residents is either Black, American, Indian, Afro-Spanish, or Oriental. Does the composition of your Department reflect the ethnic ratio of this city---of this state---of this country---of

FACULTY ADVISERS

Please return all Advising Folders to the Advising Office (Room 444 Sawyer) immediately. Thank you.

Submitted by: Patti Giangrasso, Advising Office, X531,532.

May 17, 1971 2

DATE CORRECTION

Submitted by: Thomas Franklin, Personnel Director, 278 June 26th, is the deadline for submission of Personnel Action Forms and related materials to the Office of the Dean for processing for the meeting of the Board of Trustees on June 30th.

FULBRIGHT-HAYES LECTURE AND RESEARCH AWARDS ABROAD

FACULTY FELLOWSHIPS

Next year there will be a 25% increase in the number of awards. Preliminary registration forms are available in the Advising Office.

Endowment for the Humanities--"Senior Fellowships"

available for scholarly work in language (modern and classical), literature, linguistics, philosophy, arch-

eology, jurisprudence; arts (history, theory, criticism, practice); those aspects of the social sciences which have humanistic content and employ humanistic methods; study and application of the humanities to the environment, national life, ethics, and comparative religion. Stipend is \$18,000 per year; tenure of the award is between 6 and 12 months. Deadline for application is June 21, 1971. For additional information contact: Division of Fellowships, National Endowment for Humani-

ties, Washington, D.C., 20506.

Submitted by: Primo Vannicelli, Advising Office, X531, 532

ASSISTANT DIRECTOR OF FINANCIAL AID

Mr. James A. Felton has become the Assistant Director of Financial Aid. He will be primarily responsible for student employment within the University, including those on Work-Study, 03 and faculty grants.

Submitted by: Walter McDonald, Financial Aid Office, X220.



U.M.B

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May 19, 1971

DATE CORRECTION

May 26th, is the deadline for submission of Personnel Action Forms and related materials to the Office of the Dean for processing for the meeting of the Board of Trustees on June 30th.

Submitted by: Thomas F. Franklin, Personnel Director, X278, 293.

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