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ROUTING AND RECORD SHEET

(11/13)

SUBJECT: (Optional) Sponsorship for Academic Institution

92-00307

FROM: Gary E. Foster
Deputy Director for Planning and
Coordination

EXTENSION

NO.

EEO 92-0008

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. General Counsel

2.

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15.

Developize in advance for the mission of this. This would be a general grant to the program's Tutoring assistance project. No sponsorship of individuals is intended or implied.

APPROVED FOR RELEASE
DATE: MAY 2001

FORM 3-92

610

USE PREVIOUS EDITIONS

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EEO 92-0008
21 January 1992

MEMORANDUM FOR: General Counsel

FROM: Gary E. Foster
Deputy Director for Planning & Coordination

SUBJECT: Sponsorship for Academic Institution

Elizabeth

1. I am under the impression that to be a sponsor or provide grants to any academic institution, a formal opinion from your office is required.

2. The Directorate of Science and Technology is prepared to be a sponsor of the Minority Engineering Program at the University of California at Los Angeles, California, but not without an approval from your office. I am planning a trip to UCLA during the last week of January and would like to present a check to the Dean of the School of Engineering for \$35,000. The DDS&T would like a formal opinion in order to release the funds. D/EEO understands from staff-level contact in OGC that this is legal. Can you say so formally in order to make this possible ASAP?


Gary E. Foster

UNIVERSITY OF CALIFORNIA, LOS ANGELES

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OFFICE OF THE DEAN
SCHOOL OF ENGINEERING AND APPLIED SCIENCE
7400 BOELTER HALL
465 HILGARD AVENUE
LOS ANGELES, CALIFORNIA 90024-1600

January 16, 1992

Dr. Gary E. Foster
Deputy Director for Planning
and Coordination
Central Intelligence Agency
Washington DC 20505

Dear Dr. Foster:

The School of Engineering at UCLA has long been a leader in the development of programs designed to enhance recruitment and retention of minority students to pursue studies in Engineering and Applied Science. The program has been most successful as is evident from the attached material. The Program is directed by Mr. Enrique Ainsworth who reports indirectly to me via Professor Stephen Jacobsen, Associate Dean for Student Affairs.

Funding for the Program at the \$400K level is provided by the University (46%) and by various foundations, federal grants and industry. With this letter, we are seeking your Agency's support for our minority students recruitment and retention program at the \$35K/year level. I have no doubt you will find our program worthy of your support and that your association with it will prove most beneficial to the Agency and to our programs and students.

Sincerely yours,

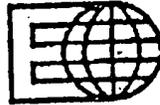
A handwritten signature in cursive script that reads "Frank Wazzan".

A. R. Frank Wazzan
Dean

AKW:ew
Enclosures

310
TELEPHONE (310) 425-2935

310
FAX (310) 206-0081



UCLA • SCHOOL OF ENGINEERING AND APPLIED SCIENCE

January 16, 1992

OLIN:

The only government grant to the UCLA
MEP is from the Department of Energy in the
amount of \$50,000 for the period June 1,
1991 to May 31, 1992.

ARW

A. R. FRANK WAZZAN
Dean

TOTAL PAGE

The UCLA MEP Quarterly

-New Horizons-

Center For Underrepresented Engineering Students/MESA

Summer '91

CONGRATULATIONS MEP GRADUATES 1990 - 1991



MEP graduates looking forward to graduate school and new careers

Thirty-nine MEP students graduated this academic year from the UCLA School of Engineering and Applied Science. While many of these students will be pursuing full-time careers in industry, the 1990-91 year also marks the largest group of graduating seniors entering graduate school in the Fall -- a remarkable 37%. These students plan to attend engineering graduate schools in California (UCLA, UC Berkeley, USC, and CSU Northridge), out-of-state (Cornell and Georgia Tech), and even out-of-the-country (Leeds University in England). One graduate plans to utilize his engineering background and attend medical school, while another will be entering the masters program in Graphic Arts at UCLA this Fall.

All of us in MEP are truly impressed with our current graduates and commend their achievements. We wish them continued success in their academic and career endeavors. We are assured they will return to MEP and serve as role models to future MEP students.

MEP GRADUATES

Summer 1990 - June 1991

Miguel Acevedo	Blaine Kennison
Oscar Alvarez	Charles (Chad) Kime
Alfred Amos	Marvin Lopez
Mark Barrera	Marlon Marquez
Henry Bausley	Martin Oregel
Fabian Bugetti	Yvette Ramos
Norman Butler	Jairo Rodriguez
Raul Calderon	Mark Ross
Jorge Calito	Myraam Ruiz
Huigberto Cerrillos	Daniel Sias
Laura Chavez	Glenn Sias
John Delgado	Mark Sion
Carlos Galdeano	Brian Slocum
Dafni Gamba	Brian Smith
Ann Garcia	Anna Solis
Shahid A. Hamrovi	Lorena Solis
Henry Hamilton	G. Jerome Sorenson
Fred Hopkins	Bruno Valdes
Daniel Jarama	Matthew Wilson
Elizabeth Karches	

DIRECTOR'S MESSAGE

The past year has brought many achievements. We can happily report that 39 MEP students graduated this June, and 15 of the 1991 class will be attending graduate school—the largest group ever. Notably, the early results of the effort to increase graduate enrollment through the Opportunities for Minority Engineers for Graduate Achievement (OMEGA) program, have been very positive. This year after the first OMEGA efforts, 40 minority graduate students were admitted, and 14 will enroll. The total minority graduate student population for Fall 1991 is expected to be 35, a 52% increase over last year. As a testimony to last year's successes, the UCLA MEP was selected for national recognition by the Department of Energy for its Math/Science Leadership Development Award.

While last year brought much progress, the upcoming year will bring many challenges: Just as our 3-year Hewlett Foundation grant is ending, the climate for fundraising looks bleak. To further complicate matters, the State and University of California's fiscal retrenchment will delay our bid for institutionalizing MEP center programs. As a result, our projected 1992 budget will be reduced by 50% over last year's.

Nevertheless, we remain optimistic. The student organizations (NSBE and SOLES) remain strong and will be enlarged by the 57 freshmen entering in the Fall of 1991. We look forward to securing financial support to continue our pipeline efforts.



Enrique (Rick) Ainsworth presents MEP's Annual Contribution to presidents of NSBE and SOLES

The UCLA MEP Quarterly is published by the Center For Underrepresented Engineering Students

*Enrique (Rick) Ainsworth, Director
Linda Robertson, Associate Director
Scheherazade (Sherry) Hornozzi, Counselor
Emmanuel Owaka, PDP Coordinator
Toni Rios, Administrative Assistant
Russell Wada, OMEGA Coordinator
Salvatore Pepe, IBM Faculty-On-Loan
Professor Stephen Jacobsen,
Associate Dean of Student Affairs
Principal Investigator*

Edited by Nwanneka (Nicki) Eke

To add your name to the distribution list or to submit articles for publication, contact The UCLA MEP Quarterly, 3161 Engineering I, 405 Hilgard Avenue, Los Angeles, CA 90024-1600. (213) 206-6493

UCLA/MEP Gets A New IBM Faculty-on-Loan



Salvatore Pepe, New IBMer

As part of IBM's Faculty-On-Loan Program, Salvatore Pepe will join the UCLA MEP staff this September. He will be involved in ongoing efforts to automate MEP activities, the OMEGA graduate

effort, and teaching a freshman class.

He is one of 56 participants in IBM's Faculty-On-Loan Program for the 1991-1992 year. The loaned IBM employees receive full salary while on assignment.

Mr. Pepe earned a Bachelor's degree in Industrial Engineering from Pratt Institute. In his most recent position, he was responsible for Strategic Workload Planning at IBM's Brooklyn facility.

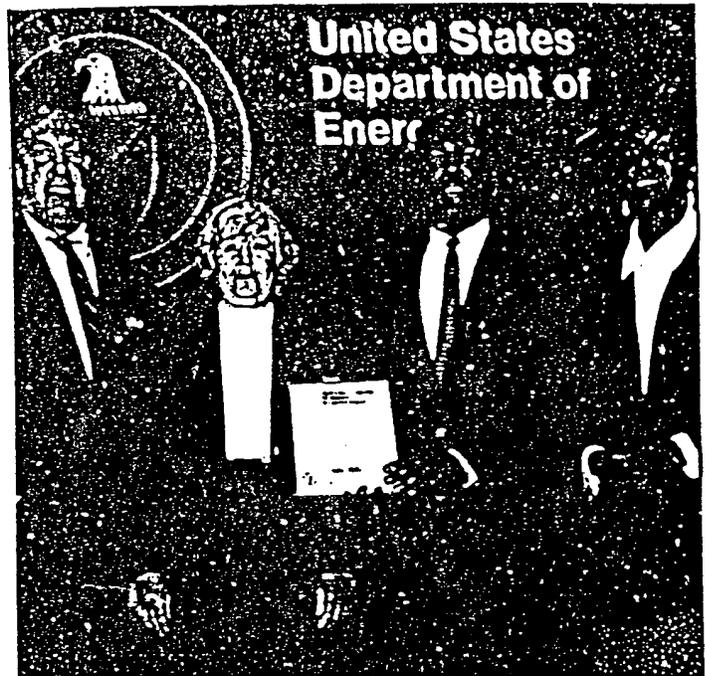
Mr. Pepe serves on the staff of the Sperry Observatory in Cranford, N.J. and is a Trustee of the Brooklyn Conservatory of Music.

MEP Receives DOE Leadership Award

The UCLA Minority Engineering Program was recently recognized by the Department of Energy (DOE) for its outstanding contribution to the minority engineering effort. A total of 233 minority enrichment programs competed for the Department of Energy's Math/Science Leadership Development and Recognition Award. Each nominated program was required to document their success, provide statistics, and future plans in order to be considered for the DOE award.

The UCLA MEP was one of thirty-two programs in the nation selected for the DOE recognition. MEP received a \$50,000 award for outstanding leadership in developing minorities for math and science-based fields. More remarkably, only three college level programs were selected for this award. The recognition ceremony was held in Washington, D.C., and presided over by John Tuck, the Under Secretary of the U.S. Department of Energy.

The Math/Science Leadership Program was developed by Melva Wray, Director of DOE's Office of Minority Economic Impact, in response to President Bush's education policy.



UCLA's Rick Ainsworth and Janet Elliott accept Award from Under Secretary John Tuck, and Director Melva G. Wray

UCLA Alumni Receive NACME Leadership Award

Two UCLA MEP alumni were honored at the National Action Council for Minorities in Engineering (NACME) Conference held in Anaheim this June. Lisa Barker (BSEE 1984) and Ignacio De La Torre (BSEE 1989) were selected to receive a NACME Leadership Award for their contribution to the minority engineering effort. Lisa, a member of the TRW technical staff is an active member of the UCLA MEP Advisory Board, a leader in the L.A. Council of Black Professional Engineers education programs, and a respected mentor for UCLA and other student chapters of the National Society of Black Engineers.

Ignacio, an engineer at Pacific Bell, has volunteered for MESA and Pacific Bell programs geared towards developing young Latino students for math and science careers. He is also the new Chair of the Resource Committee of the CSULB MEP Advisory Board. Congratulations to both alumni for their achievements and contributions to their communities.



Ignacio and Lisa display their NACME Alumni Awards

UCLA MEP Hosts MESA DAY '91

"Stepping Smartly into the 21st Century" was the theme for Southern California MESA DAY held at UCLA on April 20th. Over 800 underrepresented students from 60 southland high schools competed in a series of academically challenging math and science contests. Toothpick oil derricks, foil floaters, math olympics, computer programming, and paper tower building were just a few of the 13 events that engaged students' skill and mastery.

The involvement of MESA DAY corporate sponsors illuminated the pipeline from education to career. Corporate representatives on hand for the day were the

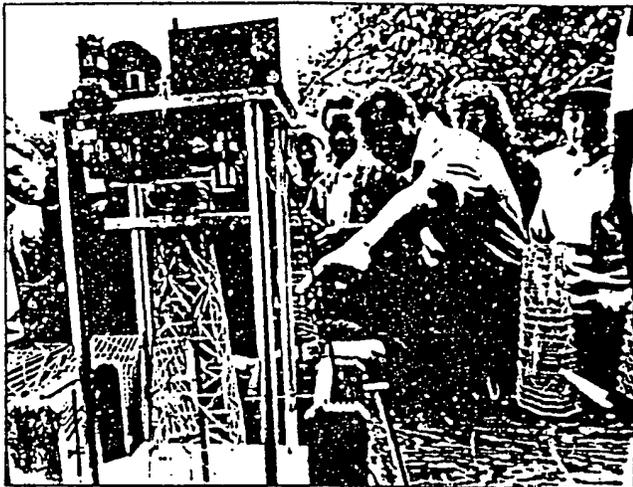


Photo by John Jernegan

Oil Derrick contest amazes all

Aerospace Corporation, Chevron USA, Fluor Daniel, Hewlett Packard, IBM, Litton Guidance, Pacific Bell, Pacific Gas and Electric, Southern California Gas, Toshiba, and TRW. In addition to judging contests and mentoring students, industry representatives set up career fair booths and talked individually to students about their profession, company profile, and employment opportunities.

The day's most exciting event was the paper tower contest. Using a single piece of 8 1/2 x 11 white paper and a foot of tape, students had 45 minutes to construct a free-standing tower that had to stay upright for at least 10 seconds. Students used rulers to cut the paper into strips and were free to employ different techniques. Some opted for a triangular base while others built circular or square-shaped bases for the tower.

UCLA MEP Quarterly

-New Horizons-

Summer 91 page 4

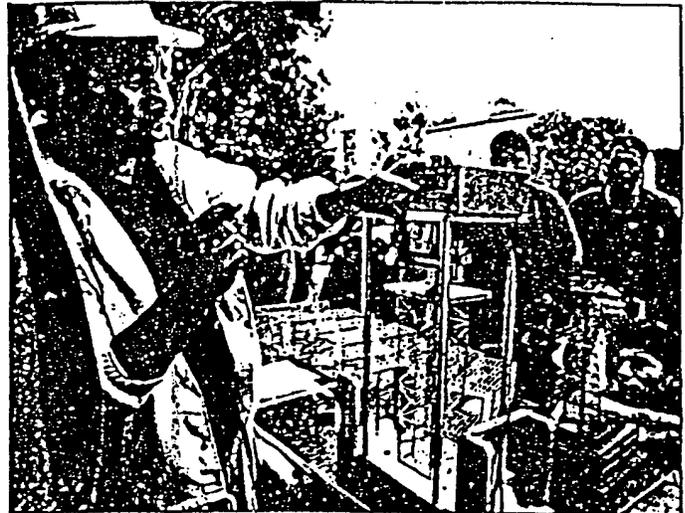


Photo by John Jernegan

Richard Alvidrez, Director, CSULA MESA, test Oil Derricks

The proctors supervising the egg drop registration table recorded over 50 entries. To kick-off the drop of the first container was a cameo appearance by the famous SOLES CHICKEN. The Chicken has been the SOLES mascot for the past 5 years and has entertained spectators at the annual UCLA Engineers' Week.



Photo by John Jernegan

MESA seniors contemplate Engineering Careers

Other MESA DAY activities included the University Express - a workshop of performers who, through lively and informative skits, describe university admission requirements, college life and motivate students to excel. The Solar Eagle, the CSU Los Angeles entry in the recent international solar car competition, was on display throughout the day.

Members of the UCLA faculty conducted science demonstrations and lab tours, showing students the latest in biotechnology, engineering research, and their real life applications. College advisors provided information and literature on universities in the UC and Cal State Systems and assisted students with educational planning. MEP tour guides accompanied visitors on a general walking tour of the campus and discussed student life and personal experiences at UCLA. Other groups, with specialized interests, were escorted to pre-arranged tours of the Medical School and the RAZA Art exhibit in Powell Library.

The apex of MESA DAY was the closing ceremony where contest winners, their schools, and MESA Centers were all recognized by applause, woofs and beaming smiles.

MESA students returned to their families and schools with a renewed sense of pride and accomplishment. Among students who earned medals exemplifying



Some MESA DAY medal winners

Photo by John Jernegan

outstanding achievement were those from Bell, Lincoln, Southgate and Roosevelt High Schools in Los Angeles, Gompers High in San Diego, Arvin High in Bakersfield, and Morningside High in Inglewood.

This was the first time MESA DAY was held on the UCLA campus. We expect that this will mark the beginning of more pre-college programs and activities in the future. We wish to thank and acknowledge the following for their support, generous contributions, and service to MESA DAY 1991: MESA DAY corporate sponsors, Dr. Raymund Paredes of the UCLA Office of Academic Development, UCLA School of Engineering and Applied Science, Loyola Marymount University, Cal State University Los Angeles, MESA directors and advisors, faculty, parents, and students.



Photo by John Jernegan

MESA DAY students crowd industry displays



Photo by John Jernegan

MESA/MEP Alumni oversee computer contest

SOLES

Spring was an especially busy quarter for the Society of Latino Engineers and Scientists (SOLES). On May 4th, SOLES hosted the Latinos in Science Day which involves introducing high school students to the college environment and encouraging them to pursue careers in the sciences. This year's event was a resounding success due to the support and help of various companies and SOLES members. Elections were held in May with the following results:

President - *Juan J. Garcia*
Vice-President - *Irma Lopez*
Treasurer - *Glenda Garza*
Secretary - *Michelle Olivares*
Social Coordinators - *Dolores Ceja*
Oscar Ojeda

SOLES wishes to thank the out-going officers for their leadership and welcomes the new officers as we look forward to a new academic year.

This year's Awards and Installation Banquet was held at the Queen Mary. Present were representatives from industry, SOLES alumni, and SOLES members. SOLES wishes to thank Chevron, TRW, Xerox, IBM, and Southern California Gas for their generous contributions to the banquet and for their continued support of SOLES throughout the year.

NSBE

The UCLA Chapter of the National Society of Black Engineers (NSBE) had a successful academic year. In March, a number of NSBE members attended the National Conference held at the Los Angeles Airport Hilton. The conference was both inspirational and fun. Narida Robertson was elected the Southern Vice-Chair for NSBE's Region Six for the 1991-92 school year. NSBE wishes to thank Willie Harper and Jerome Solomon for all the efforts they expended as members of the Conference Committee which ensured that this year's conference was successful.

On June 1st, the 12th Annual Awards and Installation Banquet was held at the Velvet Turtle in Los Angeles. Congratulations to the newly elected NSBE officers for the 1991-92 academic year:

President - *Michael Walker*
1st Vice-President - *Michele Wofford*
2nd Vice-President - *Stephen Brim*
Secretary - *Shelley Nichols*
Treasurer - *Datuki Bonner*
External Relations - *Lynn Hill*
Internal Public Relations - *Ronald Metoyer*

Congratulations to 1991 NSBE graduates. We wish you continued success in your future endeavors.

AISES...On The Move

AISES, the American Indian Science and Engineering Society, with a great deal of assistance from Terry Pagaling and Sherry Hormozi, has finally been established and is an acknowledged chapter at UCLA. This year, AISES has been involved with five MESA academies at the Santa Ynez Indian Reservation. These academies are day-long workshops aimed at kindling students' interest in math and science.

In the Fall, AISES plans to sponsor a field trip to UCLA for high school students in the Santa Ynez and Ventura areas. The purpose of the trip is to expose students to a college environment and encourage them to pursue a university education.

AISES must deal with a number of challenges in the future. The reality of the situation is that there is a scarcity of American Indian students in engineering and other sciences. Furthermore, the number of American Indians entering universities is steadily declining. The

fact that only two confirmed Indian engineering students will be attending UCLA in the Fall threatens the very existence of AISES. The urgency of the situation makes recruitment AISES' greatest challenge and concern.



AISES President with members

New Advisory Board Member, Mary Roddick

The UCLA MEP has been fortunate to work with many outstanding individuals on our Industry Advisory Board (IAB). Mary Roddick, a Staffing Coordinator for Human Resources at the Southern California Gas Company, is the newest and one of the most active members of our advisory board. In her brief period of association with MEP's IAB, Ms. Roddick has made many positive contributions. She participates on the Board's Personal Development Committee and currently serves on the Summer Conference Planning Committee.

Ms. Roddick was the first advisory board member to confirm her company's participation in our 1991 Summer Exploration in Engineering Program (SEEP), which allowed four MEP students to shadow engineers on the job at the Gas Company for one week in June. She was the key in sponsoring the first UCLA MEP Advisory Board polo shirts for all Board members. She has also

participated in student organization activities, such as the annual NSBE and SOLES Banquets and supported the MESA DAY Essay contest. In all she does, Ms. Roddick possesses a cheerful and positive outlook. She brings enthusiasm and concern to any situation.



Mary Roddick, Southern California Gas

Thanks To The Hewlett Foundation

Over the last three years the William and Flora Hewlett Family Foundation has generously granted the Center For Underrepresented Engineering Students \$75,000 per year to expand the Center's efforts into the pre-college and graduate arenas.

The Hewlett grant enabled the Center to establish two new programs - the Science, Mathematics in Research Technology for Students (SMARTS) and the Opportunities for Minorities Engineers for Graduate achievement (OMEGA). SMARTS has provided enriched instruction in math, physics, biotechnology, and engineering research for over 240 talented minority high school students. OMEGA has become a very successful model for recruiting and preparing minority engineering students for graduate school. OMEGA cultivated MEP students from 12 universities including UCLA MEP students. Both OMEGA and SMARTS serve as excellent vehicles for increasing the numbers of engineering faculty actively involved with the MEP Center programs. We extend our warmest appreciation to Clint E. Smith, Education Program Officer for the Hewlett Family Foundation, for providing the means to link the pre-college, undergraduate, and graduate segments into one pipeline effort.

Academic Excellence Workshop Arrives at AGSM

A cooperative effort between the UCLA MEP and the Anderson Graduate School of Management (AGSM) has resulted in the implementation of Academic Excellence Workshops in the business school programs. Academic Excellence Workshops, one of the key programs used in the retention of MEP students, were adopted for the first time in the business school during the 1990-91 academic year. These workshops were organized by Emmanuel Owaka, MEP's Workshop Coordinator.

The Anderson School received a \$300,000 grant from the SLOAN Foundation of the Massachusetts Institute of Technology, to be used in increasing the retention rates of underrepresented students pursuing MBA degrees at UCLA. AGSM has also implemented a summer bridge program for minority MBA students. The program will be modeled after the Pre-Enrollment Program (PREP) MEP uses for its incoming freshmen each summer.

MEP is delighted to assist other schools and departments on campus in replicating MEP retention concepts and technologies.

CALENDAR OF EVENTS

SEPTEMBER

5th - 7th	Advisory Board Planning Conference
8th-20th	Pre-Enrollment Bridge Program
23th-24th	IBM Project Breakthrough
25th	MEP Scholarship and Recognition Banquet
26th	Fall Quarter Instruction Begins
30th	PDP Academic Excellence Workshops Begin

NOVEMBER

6th	AISES National Conference
13th-15th	NAMEPA Region E Conference
5th	Advisory Board Meeting
12th-14th	NSBE Regional Meeting
16th	MEP Advisory Board Football Game

University of California, Los Angeles
Minority Engineering Program
3161 Engineering I
Los Angeles, California 90024-1600

TO:

numbering more than 2,000. Such diversity is essential to the exchange of varied ideas and knowledge which are the cornerstones of the university setting. Attending UCLA offers a student the opportunity to enrich cultural awareness and thus enhance the educational experience.

Special Interest Organizations:

UCLA offers numerous clubs and social organizations in which to participate. Two support groups are available to minority engineering students: The National Society of Black Engineers (NSBE) and the Society of Latino Engineers and Scientists (SOLES).

NSBE is a national student-based and operated nonprofit organization dedicated to increasing the participation of black and ethnic minorities in all areas of engineering.

SOLES offers its members encouragement and assistance in succeeding at a large university by offering academic support systems as well as social activities. The primary goal of SOLES is the advancement of Latinos in the fields of engineering and the sciences.

Applying for Admission to the SEAS Program:

The specific majors within SEAS differ in several respects including the level of competition to enter the major and the courses required to complete the major. We suggest that you consider the following when applying:

- ✓ Carefully select the SEAS major that best fits your interest.
 - ✓ Designate an alternate SEAS major if it is appropriate for you.
 - ✓ Make sure that your essay is comprehensive.
 - ✓ Take your SAT and ACHIEVEMENT TEST as early as possible; preferably by 7th semester.
 - ✓ Submit a complete and accurate application within the filing period (November 1st through the 30th).
 - ✓ Information sessions for transfer students are held periodically on the UCLA campus. Contact MEP for scheduled dates and times.
- Applications are available through your high school college counselor.

Additional Information on the Minority Engineering Program:

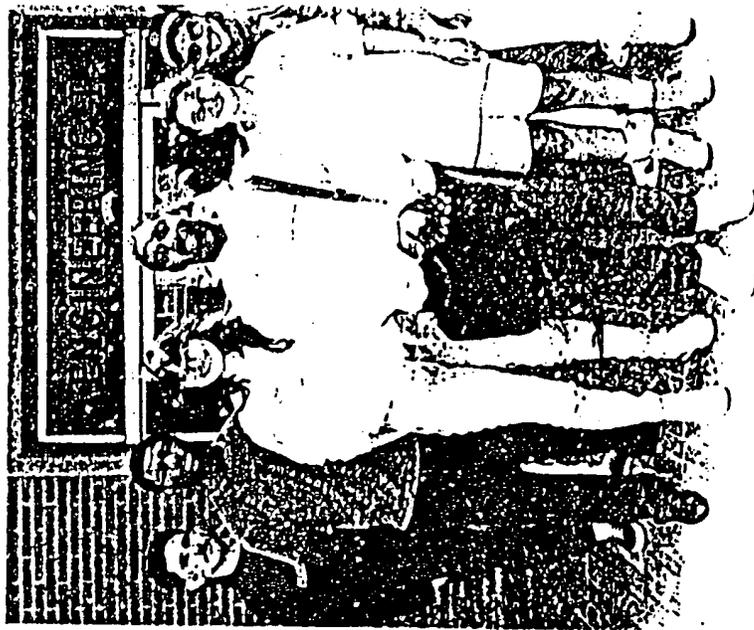
Additional information may be obtained by writing or calling the MEP Office listed below:

UCLA - Minority Engineering Program
3161 Engineering I
405 Hilgard Avenue
Los Angeles, CA 90024-1600
Telephone: (213) 206-6493

NSBE
Mathematics
Engineering
Science
Achievement

*Original and Personal Courtesy of
Hutch, Inveritt Company*

UCLA Minority Engineering Program



Minority Engineering Program
3161 Engineering I
UCLA
Los Angeles, California 90024-1600

UCLA is one of the most highly rated research universities in the country and is known worldwide for its outstanding programs and commitment to academic excellence.

The School of Engineering and Applied Science (SEAS) ranks among the top ten engineering schools in the United States. SEAS offers seven curricula to undergraduates which lead to Bachelor of Science Degrees in the following areas:

- ✓ Aerospace Engineering
- ✓ Chemical Engineering
- ✓ Civil Engineering
- ✓ Computer Science and Engineering
- ✓ Electrical Engineering
- ✓ Materials Engineering
- ✓ Mechanical Engineering

The Minority Engineering Program at UCLA

In 1983, the Minority Engineering Program (MEP) was initiated to provide high achieving minority students with unique academic opportunities. Students may participate in the highly rated P.D.P. workshops in Mathematics, Chemistry, Physics, and Engineering. Freshmen are encouraged to attend an intensive two week seminar in September prior to the beginning of Fall Quarter. The MEP Advisory Board and support network provide significant contributions for program services and scholarships.

Since the inception of MEP, the persistence rate of freshmen MEP participants has averaged 95%. These rates are higher than those generally achieved at other four year institutions.

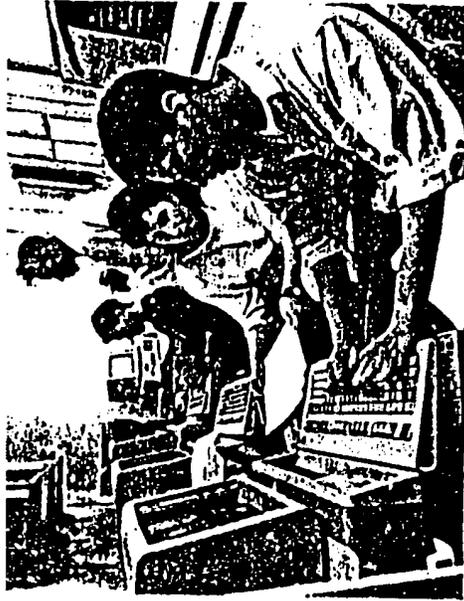
Purpose:

The purpose of MEP is to increase the number of under-represented ethnic minorities graduating in the field of engineering. The major objective of MEP is to develop and coordinate services which will significantly improve performance and retention levels.

Eligibility:

MEP is available to undergraduate engineering students who are U.S. citizens or permanent residents and who belong to one of the underrepresented ethnic groups in engineering: African American, American Indian, and Hispanic.

MEP students participate in intensive problem-solving workshops.



Personal computers are available for student use in MEP.

Academic Services:

Pre-enrollment Instruction Sessions — Incoming students receive advance instruction in math and chemistry three weeks prior to Fall Quarter instruction. These sessions are led by department teaching assistants who follow the actual course syllabus and include intensive problem solving, homework, and quizzes.

Freshman Engineering Course — Examines the impact engineering has on society, explores engineer disciplines and their applications, and addresses topics such as Time Management and Study Skills Development.

Professional Development Program — The Professional Development Program (PDP) is a workshop program that provides intensive, guided practice in problem solving. These sessions are correlated to the math, physics, chemistry, and engineering courses in which students are enrolled and focus on the most difficult aspects of the material.

Academic Advising — SEAS requirements are reinforced and clarified as necessary. Guidance is provided in the selection of course combinations, professors, and unit loads.

Tutoring — Tutoring is available on a group or individual basis. Services focus on the math, chemistry, physics, and engineering courses required for engineering students. Intensive problem solving and review sessions are also provided by tutors.

Clustering — Students are brought together in orientation and counseling sessions to select common classes and professors. Clustering facilitates the development of study groups.

Counseling — The MEP staff meets regularly with students to assess their progress and discuss individual concerns. Students are assisted with personal situations which could potentially impact their academic performance.

Non-Academic Services:

Workshop Series — A year-long workshop series is provided which includes such topics as "Ethnic Identity," "Resume Preparation for the Technical Student," and "School of Engineering Policies and Procedures."

Student Study Center — A center is provided for students to meet and study together or receive assistance from tutors. Students have access to lockers, reference material, and Bulletin boards are available to allow staff and students to post information regarding student group meetings, scholarships, job opportunities, field trips, and other activities.

Career Development — MEP hosts industry speakers and coordinates field trips which are designed to expose students to the engineering workplace and actual work tasks. Students are also assisted with the development of resume and interviewing techniques. Information about summer and full-time employment opportunities is circulated to students.

MEP Computer Lab — The IBM-Executive-on-Loan responsible for the operations and development of the lab. Personnel work with students to develop competence in P applications, such as word processing, spreadsheets, database and compilers. Students are encouraged to create and maintain their resumes and are assisted with format and content.

Scholarships/Financial Aid:

MEP administers student grants and scholarships from outside resources totaling more than \$80,000. Other grant and scholarship information is aggressively circulated to students. MEP works with the Financial Aid Office to insure that students receive important information and are following necessary procedures.

It is not necessary to come from a low-income family in order to qualify for financial aid; however, financial need must be demonstrated. For further information please obtain a Financial Aid Handbook from the Financial Aid Office in A107 Murphy Hall.

UCLA Life:

UCLA offers a richly diverse student population with ethnic minorities comprising approximately 39% and foreign students

MEP counselor meets regularly with students.

