IMPORTANT OPPORTUNITY FOR STUDENTS

TO: All English or Creative Writing Majors who will be Juniors or Seniors in Spring, 1994

The University of Arizona Press offers an internship, for 3 hours credit, every semester. The student who wants this option in the Spring should plan to work about eight to ten hours a week at the Press, pursue a course of reading about scholarly publishing leading to a term paper, and become involved in all aspects of an academic press's operation. If you want to apply for the U of A Press internship, write a letter indicating your interest to Joanne O'Hare, Senior Editor, University of Arizona Press, 1230 N. Park Ave., Suite 102, Tucson, AZ 85719. Enclose a resume that details your course work here, your G.P.A., your class standing, your previous work experience, and your career goals and plans. Please include your address and telephone number. You should also provide at least one letter of recommendation.

NOTE: Students awarded internships register for English 393 or 493. The only grades available under those numbers are S, P, C, D, E, I. S and P are not calculated as part of G.P.A. for purposes of Honor Roll, etc.

In addition to registering for ENGL 393 or 493, the student selected for the internship should come to Room 454, the Undergraduate English office, to fill out an internship form. At the end of the term, the student will be required to submit a paper to Gene Koppel, Director of Undergraduate Studies, describing his/her experiences at the press.

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JAIME DOUGLAS CLARKE 1701 N. PARK AVENUE #3 TUCSON, AZ 85719 (602)-792-2947

EMPLOYMENT HISTORY

November 1992-Present William S. Rose Jr., P.A. Paradise Valley, AZ

Assist attorney in the day-to-day operations of private legal practice. Duties performed include research, court filings, file preparation, proofreading legal briefs, mass mailings, general errands.

January 1993-May 1993 University of Arizona College of Law Library Tucson, AZ Technical Services

Responsible for the cataloguing and filing of outdated legal material. Also helped with general shelving duties and errands.

September 1991-August 1992 American Continental Corporation, Liquidating Estate Phoenix, AZ

Worked under court-appointed trustee to help with the activities associated with a Chapter 11 Bankruptcy petition. Duties included answering phones, sorting and distributing mail, court filings, legal research, deliveries, making an inventory of all company furnishings, general errands.

January 1992-October 1992 Arizona State University College of Law Library Tempe, AZ Circulation

Duties included general circulation of books, assisting patrons with legal statutes, codes, and texts, shelving.

CLARKE - 2

November 1989-September 1991 American Continental Corporation Phoenix, AZ

Responsibilities included opening buildings in the mornings, sorting and distribution of mail, answering phones, coordinating general maintenance of company vehicles, stocking three supply rooms, purchasing supplies, deliveries to legal and business offices associated with company, airport service for out-of-town attorneys, court-filings, legal research, photocopying, boxing files for delivery to court-appointed document depository, personal errands for executives, making an inventory of contents of company warehouse, arranging catered lunches, etc.

VOLUNTEER ACTIVITIES

January 1991-May 1991 ASU Safety Escort Service Tempe, AZ

Escorted students from various locations on campus to their cars or dorms in the evenings.

August 1988-December 1988 Children's Crisis Nursery Phoenix, AZ

Watched over children taken from their home and parents by police. Helped paid faculty with chores such as feedings and playtime.

EDUCATION

Brophy College Preparatory, Phoenix, Graduated May 1989 Arizona State University, Tempe, August 1989-December 1992 University of Arizona, Tucson, January 1993-Present

HONORS AND SPECIAL ACHIEVEMENTS

Dean's List - Honorable Mention, Spring 1993 Dean's Distinction - Fall 1993 Fiction Editor, *Persona* magazine, 1994 edition Current G.P.A.: 3.71



Modern Languages Building #67 Tucson, Arizona 85721 (602) 621-1836

April 30, 1993

Jaime Douglas Clarke 1701 N. Park Ave. #3 Tucson, AZ 85719

Dear Mr. Clarke:

Thank you for applying for a press internship for the Spring semester, 1993. I'm sorry to say that I was unable to award you a position, despite your excellent qualifications. Since there were three times as many applicants as there were positions available, some difficult decisions had to be made. In general, preference is given to graduating seniors who will have no future opportunity to gain this experience.

Please feel free to reapply for a later semester. Special consideration can often be given to second-time applicants.

Sincerely,

Gene Koppel

Director of Undergraduate Studies

GK/maf

The University of Arizona Press 1230 N. Park Avenue, Suite 102 Tucson, Arizona 85719-4140 (602) 621-1441



December 21, 1993

Jaime Clarke 1701 N. Park Ave. #3 Tucson, AZ 85719

Dear Jaime Clarke:

Thank you for your recent letter and request for consideration for the spring 1994 undergraduate internship. I do not have a copy of your original application because in past years interns were selected by the English department. Therefore, we only have application materials for interns who were selected, but not for candidates considered. It would be helpful to have a copy of your current résumé and a list of the University of Arizona courses you have taken.

Will you please call me or Robyn Forkos, editorial assistant, to schedule an interview during the first week of January? Thank you for your interest in our program.

Sincerely,

Joanne O'Hare Senior Editor

Jane Offer

JOH/rf

ARIZONA TUCSON ARIZONA

The University of Arizona Press 1230 N. Park Avenue, Suite 102 Tucson, Arizona 85719-4140

HAPPY HOLIDAYS, TUGEN, PM.

1701 N Park Ave #3 Tucson AZ 85719 Jaime Clarke

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MEMO

TO:

Jaime

FROM:

Jan

DATE:

March 3, 1994

SUBJECT:

One more time...

I scheduled your interview with Steve too closely to another commitment of his. 11:00 A.M. on the same day will probably work. Could you come visit with me and reschedule?

1

The Weekly

April 14, 1994

Council Minutes

April 13, 1994 Reported by Steve

Sylvan, The Greening of Ethics. Amy proposed co-publication of this book of environmental thought from a well-known Australian ethicist, building on Engel and Engel as a way of building a list in environmental ethics. Publisher of origin is The White Horse Press (UK), our first time to work with them. We will buy 150 copies cloth and 750 paperback of their run, using their covers, and Amy will bargain with them about price aiming to make our paperback list price \$19.95. (White Horse has set list prices of L29.95 cloth and L11.95 paperback.) Amy will find out whether White Horse will attend ABA.

Gehrels, ed., Hazards Due to Comets and Asteroids (Space Science Series). Size of the book has increased to 1,450 pages, and we discussed the effect of this change on price and pressrun. Amy will bring to Council a budget for 1200 copies and Charlotte will check the interest of the Astronomy Book Club in taking, say, 300 copies of this title. Omega observed that if the Space Science editors would provide pages in a different format—e.g., 7"x10", double column—the books oculd be shorter and much more economical to print and bind, because they would involve less hand work at the printer's.

Charlotte brought up the following reprint and OP proposals, decided as noted:

Ball, In the Days of Victorio, 8th ptg: 3000 copies, \$10.95 trade paperback, to arrive after July 1.

Haury, Prehistory, 3rd ptg: 2000 copies paperback to arrive after July 1; Charlotte will bring new pricing form based on short discount.

Momaday, *The Names*, 5th ptg: 6000 copies, \$9.95 trade paperback, to arrive after July 1.

Kirby, Mexican Landscape Architecture: declare OP.

Lavender, River Runners of the Grand Canyon cloth: declare OP.

Tatum, ed. New Chicana/Chicano Writing 1: Charlotte to bring back proposal next week to rpt 1000 paperback (sale of #1 not affected by lack of sales for #2 and #3).

Omega reported that all new Fall 1994 books are now in production, and Joanne said she will get together with Judith and Omega to work out schedule of Spring 1995 liet <u>Book received:</u> Kappel-Smith, *Desert Time*. Amy mentioned that the name is pronounced KapPEL, with accent on second syllable.

<u>Birthday reports:</u> First-year sale of 478 copies of Nutini, *Bloodsucking Witchcraft*, has paid the cost of manufacture.

First-year sale of 226 copies of Park, ed., Risk and Tenure in Arid Lands (OALS series), even with camera-ready copy, is \$995 shy of paying manufacturing costs. Amy regards this book as a learning experience for the OALS editors.

Chris said that the staff committee on comp time and flex time is meeting weekly; has completed the action planning process; has received a very high rate of response to the questionnaire, with 24 responses total; and will discuss results in Council in order to make recommendations to Steve, the comittee's goal being to have a policy in place by July 1, 1994.

We will reprint 1000 copies of Waters, Principles of Geoarchaeology, in cloth, for receipt after July 1, with the intention of recovering some costs so that the next printing will be in paperback. (continued on page 2)

Salvation for Impulse Buyers!

Remember that jar of pickled kumquats and that can of jellied squid that looked so good in the store, but you wouldn't eat that stuff now even if it were buried in a casserole? Well, have I got a deal for you! For a limited time (until April 21, to be exact), I have been authorized to haul all those unwanted unperishable food items away at absolutely no cost to you, the guilt-ridden consumer. Yes, it's the Big Community Food Bank Drive of 1994!

Yaaaaaaaaaay!

Just reach way back to the depths of your cupboards, blow the dust off what you find there (well, not those things with legs you find there), and bring them on up to the big food box in Room 206.

And if the warm glow of humanitarianism isn't enough to make your day, I have also been authorized to sell one-dollar tickets for the big 150-prize drawing on April 22, 12-1, in front of the Nugent Building. And you don't even have to be present to win! The list of all the big, big prizes is posted by the food box and in Room 113. So grab your grub and your dollars and come on down.

Your pal, Al

The Associated Writing Programs

Annual Conference, April 7-9, 1994 Exhibitor's report by Robyn Forkos

The AWP 1994 Annual Conference was held April 7-9 at the Radisson Tempe Mission Palms Hotel in Tempe, Arizona near the Arizona State University campus.

There were about 700 attendees at the meeting. There were about 30 publishers and literary journals exhibiting books/journals. Of these, there were five university presses: Arizona, Georgia, Iowa, Michigan and Pittsburgh. Other publishers included Bilingual Press, Milkweed Editions, and State Street Press.

The most popular titles at our exhibit were Nora Naranjo-Morse's Mud Woman and Luci Tapahonso's Women Are Singing. I regularly accepted compliments on behalf of the Press for the beauty of our books. People were really struck by the artwork used on the covers (especially Revard, Rose and Harjo).

The exhibit hall doubled as a conference room, and therefore I was able to attend many panels and meetings without leaving

the booth. The topics of panels ranged from recruiting minorities into creative writing programs to applying to the National Endowment for the Arts for literature grants.

Many poets and writers read from their work. These included Rudolfo Anaya, Denise Chavez, Dick Shelton, Luci Tapahonso and Joy Harjo. There was also a showcase of Arizona Writers at ASU's Music Theater. Many Tucsonan's read: Barbara Cully, UA Dept. Engl.; Gary Paul Nabhan, and Ofelia Zepeda, to name a few.

The best poetry reading was held on the last night of the conference. It was a tribute to Adrienne Rich. Five poets spoke about Ms. Rich and read poetry. Joy Harjo's reading was the highlight of the whole conference. She was joined on stage by two members of her band, "Poetic Justice." The band is made up of several lawyers and a poet (hence the name). Joy played alto sax and read a poem she had written and the lawyers drummed and chanted. On the whole, this was a good conference for the Press. Many of our authors were in attendance and it was important for them to know that we support them in their endeavors.

Council Minutes

(continued from page 1)

Many questions to resolve about reprinting Brusca, Common Intertidal Invertebrates of the Gulf of California: To succeed, author says it must include color. Do we still have standing film for the color? Should we do 800 rather than 1000? What is the price likely to be?

We will look at new costs and price for 1000 copies cloth Roosevelt, *Amazonian Indians*, rather than 1200 copies.

Charlotte reported thrillingly good sales and advance orders for the Spring 1994 list (copies in 4/14 daily file and on wall by business office copier). Among the neat surprises are 600 advance sales each for Parsons, Tewa Tales; Goodwin, Myths & Tales; Goodwin, Western Apache Raiding; Bighorse the Warrior paperback; and Arreola and Curtis, Mexican Border Cities.

Steve said that the state budget for the Arizona universities specifies a 5 percent across-the-board raise package: 3 percent effective July 1, 1994, and 2 percent effective April 1, 1994. This action exhausts the 5 percent raises we had budgeted at the Press for raises in 1994-95, and so we will not be offering merit and market raises at the Press. (See daily file for 4/14.)

Steve went through the balance sheet and operating statement for March and noted that the record sales in March, along with expenditures under budget, have put the Press in a good position for the year.

Charlotte invites those who want to go to ABA to get word to her so that she can round up enough badges. Our sales conference at ABA will be Friday morning, and she invites those attending to come to the sales conference and lunch.

TOH, CRS, ACS, SC -> Roby

The Associated Writing Programs
Annual Conference
April 7-9, 1994

Jaime FYI -

Exhibitor's report by Robyn Forkos

Description

The AWP 1994 Annual Conference was held at the Radisson Te pe Rission Palms
Hotel in Tempe, Arizona near the Arizona State University

There were about 700 attendees at the meeting. There were about 30 publishers and literary journals exhibiting books/journals. Of these, there were five university presses: Arizona, Georgia, Iowa, Michigan and Pittsburgh. Other publishers included Bilingual Press, Milkweed Editions, and State Street Press.

Exhibit

Set up in the exhibit room began at 8:30 on Thursday April 7. At noon there was a reception for the book fair sponsored by the Hayden's Ferry Review (ASU's literary journal). The book fair ended on Saturday April 9 at six p.m.

The most popular titles at the exhibit were Nora Naranjo-Morse's Mud Woman and Luci Tapahonso's Women Are Singing. If I'd had extra copies, I could have sold about ten of Nora's book. I sold six of Luci's. I regularly accepted compliments on behalf of the Press for the beauty of our books. People were really struck by the artwork used on the covers (especially Revard, Rose and Harjo).

Sales were moderate, to poor considering that many of the authors whose books we displayed were there giving readings. But, there were many student participants at this conference. In addition, nearly all attendees were writers (and we know about starving writers!).

We had sufficient numbers of catalogs, and in fact, far too many Spring '94 catalogs. Next time, I think half a carton would do.

Conferences

The book exhibit room doubled as a conference room, and thus I attended many of the conferences.

4/7/94

Awards and recognition for the AWP prize for undergraduate literary magazines. Persona, the magazine of the University of Arizona won this prize. It is edited by our intern Jaime Clark (kudos to him for his good work).

1992 AWP award series winners read. Readings were in the categories of novel, poetry, short fiction, and creative non-fiction.

4/8/94

Gigi Bradford, NEA Literature Program Director, along with Sheila Murphy, NEA Program Officer, and Lila Wallace, Reader's Digest fund, spoke about funding for small presses and literature in general in the future. They spoke about specific funds which the NEA reserves for literary works.

Several women spoke about women poets and the literary tradition. They talked