



GAT Management Newsletter

GOODYEAR ATOMIC CORPORATION

a subsidiary of

THE GOODYEAR TIRE & RUBBER COMPANY

December 4, 1968

THE PLANT ENGINEERING SUBDIVISION has so much work to do that they are about to expand their physical facilities to a third room on the second floor of the X-100 building. J. A. BRACKEY and his Electrical and Instrument Engineering group are moving to the large room adjacent to the South Core corridor. J. N. BUCKNER and his General Engineering group will have the room west of the Engineering Library.

J. E. HARSHMAN and J. G. CRAWFORD have been appointed to a committee by the mayor of Waverly. The committee's function is to make a survey of possible sanitary land-fill sites and make recommendations for complying with the State of Ohio regulations governing garbage disposal.

NEW EMPLOYEES include: GARY L. FOGLE, D-222, Tech Squad. He graduated from Auglaize-Brown High School, Oakwood, Ohio, and holds a B.S. in Chemical Engineering from Indiana Institute of Technology in Fort Wayne. CHARLES D. LEE, D-761, graduated from Chillicothe High School and has 2 years of engineering at Chillicothe Branch of O.U. He has worked as a draftsman at Mead Corporation for the past thirteen years, except for time spent in the U. S. Army (1959-1962). PATRICK M. DONINI, D-514, graduated from Notre Dame High School, Portsmouth, Ohio, and holds an Associate in Engineering Degree from Ohio College of Applied Science in Cincinnati, and taught computer programming briefly at Ohio Mechanics Institute Evening College. He is the son of LOUIS M. DONINI, D-731, and the nephew of JOSEPH C. DONINI, D-732. JOHN E. MILLER is back at GAT as a Co-op student from Indiana Institute of Technology. He was a tab operator trainee, D-514, before resigning to go to school. John is the son of WALTER MILLER, D-858.

E. R. SULLIVAN, AEC deputy manager, was elected to the Executive Board, Chief Logan Boy Scout Council, during the Council's recent annual meeting. Re-elected to the Executive Board were: C. D. TABOR, DR. F. E. WOLTZ, H. E. McCOMB, and A. L. WILLIAMSON. Elected to Council Member At Large was H. STEINHAEUER; re-elected was D. H. CAUGHLAN.

LAST YEAR, 40 GAT employees attended the Portsmouth Management Conference. On November 26, only 25 were pre-registered for the one next Saturday. Since GAT is one of the sponsoring firms, it's nice to have more (not less) attend each year. On the other hand, if we weren't sure you would enjoy and benefit from it, we wouldn't be bothering to remind you that pre-registration (call JACK WEBB) saves you two bucks.

MANAGEMENT NEWS---ON THE NATIONAL LEVEL

BLUE-COLLAR productivity has increased 83 percent in the last 10 years, according to the November issue of Nation's Business. But, in the office, the ten-year gain has been only four percent. However, there are five proven methods to cut costs and improve operations in the office. Companies that operate them typically achieve cost improvement gains of 20 to 25 percent. The five methods are: (1) Use proven methods of office work measurement. (2) Integrate your data processing. (3) If you can't automate, mechanize to the hilt. (4) Cash in on Methods Engineering techniques. (5) Cut office fat with Administrative Value Analysis.

DID YOU KNOW that all Christmas cards this year, whether the envelope is sealed or not, require six cents postage?

WHENEVER you are tempted to chew somebody out, take a tip from John D. Rockefeller. One of his partners, in an article in "Supervision," said he learned from the famous oil company executive the value of forcing himself to sit down and thoughtfully compile as long a list as possible of the good points of the person he was tempted to bawl out. This always kept him from committing the mistake of losing his temper.

SANTA CLAUS has gone commercial. If you send \$2.00 to an address in Waverly, along with names of children, he will visit them on Christmas Eve.

COME BACK to work on a Thursday or a Friday after illness or injury--that's the advice of the medical director of American Employers Insurance Company. After studying 500 industrial injury cases, the doctor found that most accidents occur on a Monday. The high Monday rate, he concluded, may be due to the many new and returning employees (who have been on sick leave) reporting for work. Coming back on the days suggested gives the employee a chance to get "his feet wet" without overdoing it. He then has the advantage of a weekend's rest before taking on a full week's work.

PRIVATE ENTERPRISE may put the United States Post Office out of business. IPISA, which is short for Independent Postal System of America, started in Oklahoma City last spring. It was an immediate success. One estimate is that, within three of four years, IPISA will have some 400 offices across the country which employ some 500,000 people and use 25,000 - 30,000 delivery trucks. Unlike the Post Office, which always operates at a deficit, the IPISA is making a profit.

AN OFFICE GROOMING policies survey was recently made by the Administrative Management Society of 372 member companies. Here are the results:

	<u>Permitted</u>	<u>No</u>
Miniskirts	52%	48%
Colored, Textured, or Fishnet Hose	66%	34%
Boots	25%	75%
Beards	26%	74%
Mustaches	73%	27%
Long Sideburns	46%	54%
Long Hair (Male)	5%	95%
Turtlenecks	23%	77%

BAD NEWS is the decision of AEC chairman, Dr. Glenn T. Seaborg to complete the remaining portion of retired commissioner Samuel Nabrit's term (ends June 30, 1970) rather than to accept another five-year nomination.

FIRMS THAT SUPPLY temporary help did \$200 million worth of business in 1960, about \$1 billion last year. "The Office" journal points out that as the unemployment rate has fallen, employee turnover has risen. Fringe benefits are now nearly 27 percent of average wage payments. With such conditions continuing, the use of temporary help is bound to expand. People who fill the temporary help openings like the work because they can have a three-day week or whatever job tenure they desire. As more and more jobs are automated, the journal editors say it is not improbable that someday only administrative and managerial personnel will be on any company's full-time payroll.

HASTINGS COLLEGE OF LAW in San Francisco will not accept any one on their faculty on a full-time basis unless he is at least 65 and retired from one of the leading law schools in the U.S. Median age of the faculty is 74.

WHEN 12 PRESIDENTS of giant U.S. corporations agreed recently to take the intelligence and aptitude tests their new employees take, the results were astonishing. Not one of them did well enough to qualify as an executive in his own company. Two even failed to reach the minimum standard required for a clerk. Only three of the presidents answered more than half the questions correctly. The journal that reported these results didn't say whether this is an indication of managerial obsolescence or a poor testing program.

THOUGHTS ON MANAGEMENT

ONE OF THE hardest secrets for a man to keep is his opinion of himself.

- Today's Chuckle

THE CALAMITY of modern existence is that the world changes so fast that there is little likelihood that the old will continue to remain very much wiser than the young. In this regard it is distressing to note how few young Americans can identify one older American whom they deeply admire . . . We are often told that our youth are our future. Yet, unless we can create a world which offers the possibility of aging with grace, honor, and meaningfulness, no one can look forward to the future.

- Seymour L. Halleck in "Think"

MAN is still the most inexpensive, non-linear, all purpose computing system that is capable of being mass-produced by unskilled labor.

- "Short Circuits"

WHEN MANAGEMENT sets out to hire a good engineer, there seems to be no limit to the amount of money available to get him. Thousands of dollars go for recruiting expeditions, expense-paid visits to company headquarters, and moving expenses. To amortize the large initial investment and to minimize the frequency of repeating it, wise management continues to spend money to keep its man. Salaries generally are high enough to permit an engineer to enjoy the good upper-middle-income life . . . Doesn't it follow that, when a man enjoys gracious living during his leisure hours, he is likely to grow discontented if he has to spend his working hours in a place that is old-fashioned, inconvenient, or poorly equipped?

- Jane Smith, Associate Editor, "Machine Design"

HE WHO HAS a thing to sell and goes and whispers in a well, is not so apt to get the dollars as he who climbs a tree and hollers.

- Post Script

WHAT'S your "Clarity Quotient?" To keep your letters, reports, and memos as clear and easy to understand as possible, the experts say the C.Q. should be 12 or less. Here's how you check: (1) Count the words on an average page. Divide by the number of sentences to get the average sentence length. (2) Count the words of three or more syllables per 100 words. (3) Add the two figures and multiply by 0.4.

PEOPLE IN CITIES seem to be more alert and more on the move than ever before. It isn't because they have more pep and energy; it's because places to park are getting harder to find.

- Hugh Allen

IT IS PREDICTED that before long the average American will work six months and vacation for six. And there will be some sharpie in every office who will figure out a way to take a long weekend on both ends of his half-year off.

- Reader's Digest

TO REACH our goal of more efficient time utilization, we must overcome four universal barriers. They are chronic diseases of time that must be treated continuously. INDOLENCE: Consider time not put to a useful purpose as a theft of your time on earth. DIVERSION: Being busy is not enough; your time must be directed to accomplish your goals. PROCRASTINATION: Assign logical priorities and time values and complete distasteful work early. IMPATIENCE: A surrender to emotion brings us short of our goals; substitute understanding, perseverance, endurance.

- Edwin B. Feldman

A WOMAN should try to make her husband feel he is boss, even if he's really just chairman of the fund-raising committee.

- Today's Chuckle

SOME PEOPLE mistake weakness for tact. If they are silent when they ought to speak and so feign an agreement they do not feel, they call it being tactful. Cowardice would be a much better name. Tact is an active quality that is not exercised by merely making a dash for cover. Be sure, when you think you are being extremely tactful, that you are not in reality running away from something you ought to face squarely.

- Sir Frank Medlicott

YOU CAN MEASURE a man by the size of the thing that makes him lose his cool.

THE PEOPLE you vote into office are your employees . . . They will be working for you in your hometown, your state and in Washington. Many of these new people will perform so well, they'll be working for you a long time. But as any boss knows, the first thing you've got to do is tell new employees what you expect of them--what you want accomplished. So tell 'em.

- Editorial, "Nation's Business"

THE ST. PAUL, MINN., traffic bureau has a sign on the wall which reads: In 1970, there will be 200 million automobiles. If you want to cross the street, you had better do it now.

WHO'S WHO IN MANAGEMENT

EDGAR D. PAUL is supervisor, Internal Audit Department, D-102. He supervises two other salary employees and works with them in preparing audit reports on all financial functions at GAT. They also conduct special studies upon request of members of management, and review standard operating procedures. He reports to R. B. BOEYE, administrative assistant to the general manager.

Paul graduated from high school in Kenton, Ohio, and received a B.A. in Accounting from Bowling Green State University. He served in the U. S. Army for two years (1950-1952) and later worked as a telegraph operator on the N.Y.C. Railroad, as a public accountant with Arthur Anderson & Co. of Cleveland, and as an accountant with both the Dayton Rubber Co. and Eagle-Picher Company of Cincinnati. He came on our payroll as an auditor in 1965, was promoted to supervisor in 1967.



Ed and his wife, Marie, have two children: Jim - 6 and Nancy - 4. They live at 1723 Timmonds Avenue, Portsmouth, and are members of the Central Church of Christ. Ed is a member of the National Campers and Hikers Association, enjoys camping, fishing, and bowling.

GAT NAMES AND FACES IN THE NEWS



L. E. FULLER



F. E. WOLTZ



L. A. SIMON



C. R. McNISH

L. E. FULLER spoke to the Chillicothe Rotary Club on December 2 on "Some Observations of an American About Life Overseas." Lloyd is also scheduled to introduce one of the speakers, Dr. Fuller (no relation), at the Portsmouth Management Conference next Saturday.

F. E. WOLTZ read a paper entitled "The Production of U-235" at a dinner meeting of the American Nuclear Society - South Western Ohio Section. The meeting was held at the Imperial House South, Dayton, Ohio, on November 19.

L. A. SIMON, Motor Pool, is to be corresponding secretary and trustee of the West Portsmouth Business Club for calendar 1969. He is now president of the club and will preside at the December dinner meeting when several awards are to be made.

C. R. McNISH was the guest speaker at the November meeting of the Pride-Higby PTA in Ross County. He showed the film "Breath of Life" and then demonstrated mouth-to-mouth resuscitation.