

# ADMINISTRATIVE MEMORANDUM

---

SUBJECT Administrative Council Meeting, April 7, 1970

NUMBER 17

DATE April 8, 1970

## Calendar Items

- May 5 - Administrative Council meets, Faculty Lounge, Morehead Building, 10:00 a.m.  
8 - Executive Committee meets, Alumni Building, Raleigh Campus, 10:30 a.m.  
(Chancellors are asked to submit personnel materials to this office by April 24.)  
25 - Board of Trustees meets, Library, Greensboro Campus, 10:30 a.m.

## Deadline Dates

- April 17 - "A" Budget Requests to Executive Committee.  
May 1 - "A" Budget Requests to Budget Division from General Administration.  
July 1 - "Program Presentation" before the Advisory Budget Commission.  
Sept. 1 - Annual Reports due from each Chancellor to the President.

## Other "Action" Items

Faculty members retiring at the end of this school year will be recognized at the Board of Trustees' meeting in Greensboro on May 25. As far in advance as possible, Chancellors are requested to submit their names along with appropriate data about each. (Listing name, marital status, residence, title, number of years of employment, etc.)

Each Chancellor will please advise me when he has completed the process of Faculty salary applications so that we may confer on this.

We agreed that chemical mace should be listed as an auxiliary weapon and officers on our campuses advised that under certain conditions the chemical may be hazardous.

A response to Pennsylvania and its request concerning reports on students from that state enrolled in the University will be withheld until after the AAU meeting on April 22.

The first item on the agenda of the May 5 meeting of the Administrative Council will be State Personnel Director Caldwell's letter about "gray zone" people. We agreed to reach a consensus in the Council, then we will go to the Executive Committee. In the meantime, Chancellors are requested to discuss this subject on their campuses.

Chancellor Caldwell and I will attend the meeting of the Phillips Committee on Student Aid on April 27. We will convey the Council's views that any aid should go to students without regard to which institution they plan to attend or the tuition of the institution. The University's position will be conveyed to student aid officers. We will send you copies of testimony given at the earlier meeting of the Phillips Committee.

At the May 5 meeting of the Council, we will discuss the question of obtaining additional funds for the benefit of disadvantaged students of all races. Each Chancellor has been asked to explore the subject on his own campus before that date.

Vice President King asked that Chancellors provide information for the July 1 "Program Presentation" before the Advisory Budget Commission. The campuses have been requested to project their "B" Budget through the next two bienniums (1973-75, 1975-77) not in terms of dollars but in terms of new programs and enterprises. This amounts to updating long range programs.

Other Topics Discussed

1. The Johnston and Brooks Scholarship Programs.
2. The Council's concurrence with the Advisory Admissions Committee's recommendations that a minimum score of 800 on the SAT be maintained as a requirement for entering students.
3. Procedures relating to the submission of new degree programs to the Board of Higher Education.
4. Recruitment of blacks and enrollment trends on the campuses.
5. Visitation policy on all campuses.
6. Proposals by two organizations that want to serve as the University's liaison with Federal agencies.
7. A planned consortium on urban affairs.



---

William Friday, President