

ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting, February 3, 1970

NUMBER 13 (three pages)

DATE February 10, 1970

Calendar Items

- February 23 - Board of Trustees Winter meeting, NCSU Faculty Club, 10:30 a.m.
- March 3 - Administrative Council meets, Faculty Lounge, Morehead Building, 10:00 a.m.
- 13 - Executive Committee meets, Alumni Building, Raleigh Campus, 10:30 a.m.

Deadline Dates

- March 3 - Submission of agenda items for March 13 Executive Committee.

Other "Action" Items

It is necessary to change the June 2nd meeting of the Administrative Council to June 9.

Regarding the "Program Presentation" before the Advisory Budget Commission on July 1 (as outlined by the January 20th Memorandum from the State Budget Officer) please advise Vice President King by March 1 if you wish to place particular emphasis on any one program proposed for your campus. Remember this is not a presentation for capital improvement projects. That will be a separate presentation on July 9.

You will recall that I requested Vice Chancellor Eagles to prepare a comprehensive statement on the food worker's strike settlement for distribution to all Trustees. I would like to make this distribution prior to the February 23 meeting of the Board.

As we agreed, the Labor-Management Relations document (Administrative Memorandum #11, January 30, 1970) will be revised and subsequently reissued. We are looking toward March 1 for making this policy a public document.

I have asked Messrs. Bishop, Joyner and Robinson to coordinate a personnel study on campus personnel procedures (particularly grievance procedures as previously submitted by each campus to the State Personnel Officer). They will be in communication with all campuses.

Following the meeting of the University Advisory Council on January 27 in Greensboro, I requested the Council to draft a "consensus document" in regard to a proposed amendment to the Trustees' Disruption Policy. We will discuss this at the May meeting of the Administrative Council before we submit it to the Executive Committee.

I am forming a Consultative Committee which will be comprised of the Executive Committee of the University Advisory Council, the six student body presidents, and seven trustees. I will advise you when all of these persons have been named.

You will recall that we discussed in detail the Memorandum from the State Budget Officer (January 26, 1970), Section II of which dealt with "higher education - reserves for equalization and improvement". Please study this Memorandum and give me your reactions immediately. Further, please do not discuss this with either the State Budget Office or the Board of Higher Education until you receive word from me.

Vice President Joyner suggested that each campus re-examine its list of proposed capital improvement projects as previously submitted to the Executive Committee. If there are any corrections to be made to this list, please advise Vice President Joyner immediately.

Vice President Bishop is most anxious to standardize procedures from all campuses in regard to applications for research grants. The only signatures required by the General Administration on the Title Page are those of the Treasurer and the principal investigator. In transmission from the campus to the General Administration, the transmittal letter should be signed by the Chancellor or his designee. In regard to the Internal Process Form, each campus should determine what signatures are required. In an effort to standardize the latter, Vice President Bishop states that the Inter-campus Research and Public Services Program Committee is working on this.

The aforementioned Committee recommends the following statement on the use of human subjects in research:

The University of North Carolina wishes to provide adequate safeguards for the rights, health and welfare of human beings who are subjects in research programs. Accordingly, a committee structure shall be established for each campus of the University to approve procedures being proposed by investigators in any research or training activity where these procedures may affect the health of the subjects involved. The committees shall also be assured that the methods used to obtain informed consent are adequate and appropriate and are in compliance with the regulations of the Public Health Service and other contracting agencies.

Concerning the two letters sent by the Office for Civil Rights, Region III, Department of Health, Education and Welfare, I will be contacting Chancellors Caldwell, Ferguson and Sitterson prior to March 13 in order that we may discuss our answers to all of the recommendations. Please note that within sixty days, we must inform Dr. Severinson of the actions taken by the Chapel Hill, Greensboro and Raleigh campuses with regard to these recommendations. We will discuss these recommendations with the Executive Committee on March 13. (Please consult my Memorandum of February 4 to the Board of Trustees.) In the meantime, each Chancellor should apprise the appropriate faculty group on his campus of this matter. Additionally, I will arrange for a conference with the presidents of the predominantly Negro institutions so that we may all share our thinking on this question.

Should any campus have recommendations to make to the Trustees' Committee on Memorials and Naming Buildings, please advise Acting Vice President Robinson prior to February 23.

Other Topics Discussed

1. The "Henley Commission" (Vice President Joyner is our contact with this group).
2. Further developments in the Blevins case.
3. The latest allocations from the Board of Higher Education Special Reserve Fund.

4. Admission standards relating to athletes.
5. The various suggested amendments to the Trustees' Disruption Policy, particularly the "Chapel Hill Resolution" which embodies the AAU position on this question.
6. Budgetary problems as pertaining to enrollment.
7. Proposal to be made by a student committee (comprised of several students from the Chapel Hill and Raleigh campuses) to the Mary Reynolds Babcock Foundation and the Z. Smith Reynolds Foundation. This is for the funding of various proposals and programs to encourage minority and economically disadvantaged students to apply for admission to the University. Vice President Bishop will accompany these students when they make their presentation.
8. Vice President King's detailed review of the differences and similarities between the organization of higher education in North Carolina and those of Georgia and California.



William Friday, President