

# ADMINISTRATIVE MEMORANDUM

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**SUBJECT** Administrative Council Meeting, June 9, 1970

**NUMBER** 19

**DATE** June 10, 1970

## NOTE ITEMS REQUIRING ACTION

### Calendar Items

- July 7 - Administrative Council meets, Faculty Lounge, Morehead Building, 10:00 a.m.
- 10 - Executive Committee meets, Alumni Building, Raleigh Campus, 10:30 a.m. (Chancellors are asked to submit personnel materials to this office by June 26.)
- Sept. 8 - Administrative Council meets, Faculty Lounge, Morehead Building, 10:00 a.m.
- 11 - Executive Committee meets, Alumni Building, Raleigh Campus, 10:30 a.m. (Chancellors are asked to submit personnel materials to this office by the last week in August.)

### Deadline Dates

- July 3 - Projection of planning to Advisory Budget Commission.
- 6 - Advisory Budget Commission in Wilmington.
- 9 - We appear before Advisory Budget Commission about capital improvements on all campuses. We will communicate with you later when the time and place for this meeting have been fixed.
- 23 - Advisory Budget Commission at North Carolina State University in Raleigh.
- Aug. 3 - Advisory Budget Commission in Chapel Hill.
- 4 - Advisory Budget Commission in Greensboro.
- 6 - Advisory Budget Commission in Charlotte.
- 17 - Advisory Budget Commission in Asheville.
- Sept. 1 - Chancellor's Annual Reports due in my office.

### Action Items

At our meeting on July 7, each campus should come prepared to answer a two-part question concerning visitation policy: 1. Are the outside limits to be 12 noon to 1 a.m., Sunday through Thursday, and 12 noon to 2 a.m., Friday and Saturday, if residence halls so vote? 2. If the closing hour for a woman's residence hall is earlier than the closing hour in the dormitory in which she is visiting, shall her residence hall's hours prevail? It should be clearly understood that the operation of whatever policy we do adopt will be reviewed next March 1.

If you have any questions at all about grievance procedures as outlined in a memorandum you have received, get in touch with Acting Vice President Robinson before June 19. This is essential because he is going to teach in Texas this summer. It will be most helpful for each campus to conform as closely as possible to the same procedure. Any variations will surface quickly once negotiations with unions begin. Also a consensus among our campuses likely would encourage the Governor's Special Study Commission to follow generally our procedures.

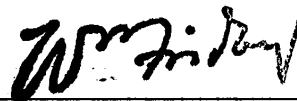
If you have not filed your traffic regulations with the Secretary of State, please do so or advise Mr. Robinson who will file them for you. These regulations are without force until they are so filed.

Vice President Wells will be in touch with each of you about the 34 programs submitted to the Board of Higher Education for review. These reviews will occur on June 15 and June 18. The schedule will be sent to you when it is ready. We want the persons most knowledgeable about each of these programs on the various campuses to appear at these sessions so that there will be no reason to defer their inclusion in the "B" budgets.

Vice President King and Mr. Robinson are developing the consensus reached on revisions in the disruptions policy at a meeting of the special Consultative Committee I established. Each Chancellor will receive a copy of this report. Sometime early in September, we will have a meeting of all of the deans to go through the procedure. We shall review all regulations to insure that the University remains open and at work.

#### Other Topics Discussed

1. HEW expects to answer our reply to their recommendations by the end of this month. We have been moved out of the jurisdiction of Charlottesville and placed under Atlanta.
2. The progress of the sub-committee examining retirement benefits, deductions from checks paid to faculty during summer school.
3. Insurance needs of the University.
4. The desirability of bringing our congressmen to our campuses for personal inspection of what we are doing.
5. Relations with the Board of Higher Education.




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William Friday, President