

# ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting, January 28, 1971

NUMBER 27

DATE January 29, 1971

## NOTE ITEMS REQUIRING ACTION

### Calendar Items

- Feb. 19 (Tentative) The Executive Committee meets in special session at 10:30 a.m. in the Alumni Building in Raleigh.
- Feb. 22 The Board of Trustees meets at 10:30 a.m. in the Faculty Club in Raleigh.
- March 2 The Administrative Council meets at 10 a.m. in the Morehead Building in Chapel Hill.
- March 12 The Executive Committee meets at 10:30 a.m. in the Alumni Building in Raleigh.

### Action Items

We agreed to adopt a uniform system of maintaining accounting control of student fees. The Chapel Hill and Asheville business offices will implement when practical the decision to establish a trust fund mechanism to be in accord with the practice on other campuses.

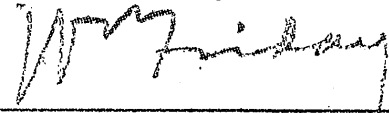
Chancellor Caldwell was asked to send to other Chancellors a copy of the Attorney General's opinion which held that the textbook list is a public record, and that it should be made available to anyone who requests it on condition the recipient pays the cost of printing.

Through Vice President Wells, I will ask the Graduate Executive Council to examine our graduate programs, particularly the doctoral degrees, to determine, among other things, whether the University should have fewer categories of these degree programs. Dr. Wells will share the results of this discussion at a later Administrative Council meeting.

Campuses which have not adopted the new academic calendar, inaugurated at N. C. State, and soon to be implemented at Charlotte and probably at Chapel Hill, should begin studying the matter with a view toward adopting it.

### Other Topics Discussed

1. Budget requests, and proposed supplemental requests, were discussed at length.
2. Richard Robinson is preparing a memorandum on alcoholic beverage control matters.



William Friday