

ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting
December 18, 1973

NUMBER 26

DATE December 20, 1973

Calendar Items

- January 11 - Board of Governors meets at 9:30 a.m., General Administration Building.
- January 29 - Administrative Council meets at 2:00 p.m., General Administration Building.

Action Items

Nominations for the O. Max Gardner Award are due in this office January 15. Seven copies of nomination materials should be included.

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Because of the holiday period, reports in response to the efficiency study should be made as of December 21. A memorandum listing the recommendations pertinent to your campus along with the current status of implementation and any net annual savings involved will be sufficient.

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So that the Board of Governors may be informed about enrollment deviations, be sure to check the accuracy of current enrollments listed for your campus. Dr. Raymond Dawson will send a memorandum on what will be required where there are overages.

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Appropriate campuses in the coastal and mountain areas will receive copies of a letter from R. R. Squires, chairman of the manpower development committee for the community colleges, outlining the need for continuing education for top management personnel. Please respond directly to Mr. Squires.

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Any campus which wants to participate in the Four-Year Servicemen's Opportunity College should notify Dr. Lem Stokes.

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The three Chancellors who do not hold tenured professorial rank will be asked to discuss this with their Boards of Trustees. The remaining Chancellors who hold the rank should notify this office of the dates they were appointed Chancellor and the dates they were awarded tenure.

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Respond as early in January as possible to the draft of the report of the EPA-SPA Committee that Dr. Dawson will mail to you. The Committee plans to report to the Board of Governors at the February meeting.

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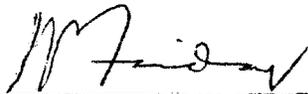
It was agreed, without objection, that the Board of Governors' request for an outline of our plan and strategy for dealing with the General Assembly will be answered as follows: 1. This office is responsible for University relations with the General Assembly. 2. Chancellors and their staffs will be on call from this office. 3. Chancellors will confer with their principal staff officers to make certain the Chancellors are kept informed about inquiries for information and requests for legislative appearances which may be made. 4. Chancellors, in turn, will keep this office informed.

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Alert the appropriate people on each campus that Mr. John Sanders will soon be contacting them in order to assemble information for the response to the HEW letter. The time factor makes it imperative that the information be sent to him as quickly as possible.

Other Items Discussed

1. Chancellor Dowdy was congratulated on his assumption of the presidency of the National Association of State Universities and Land-Grant Colleges. He reported on a recent conference with President Nixon, and Chancellor Lyons outlined some future plans of the National Association for Equal Opportunity in Higher Education.
2. Note was taken of the appointment of a House subcommittee on salaries of educational personnel.
3. Dr. Jack Carlton reported on a forthcoming proposal that will be made to the Fund for Improvement of Postsecondary Education.
4. A status report was made for the Council committee on bookstores.
5. The Faculty Assembly's concern about faculty participation in the decision-making process was outlined.
6. A report on state aid to private schools was presented to each Council member, with the caution that it must remain completely confidential until it is presented to the Board of Governors at the January meeting.
7. Dr. Robert Williams and Dr. Dawson outlined proposed new procedures and guidelines now under consideration for the establishment of new programs.



William Friday