

ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting
July 30, 1974

NUMBER 37

DATE July 31, 1974

Calendar Items

- September 12 - Administrative Council meets at 1:00 p.m., General Administration Building.
- September 12 - Private institutions present budget proposals to Planning Committee at 3:00 p.m., General Administration Building.
- September 19-20 - Conference for Governors and Trustees, Institute of Government. Members of local Boards of Trustees should be urged to attend.
- September 24 - Administrative Council meets at 2:00 p.m., General Administration Building.

Action Items

Chancellors are requested to write Richard Jones, Room 120, U. S. Courthouse, Greensboro, 27402, giving him the name of the person on each campus who can serve as his contact during the savings bond campaign.

Consult Governor Holshouser's memorandum on energy conservation for guidance.

Within a week, please send to this office the name of the person on each campus who will work with the N. C. Bicentennial Committee, in conformity with the request of the Secretary of the Department of Cultural Resources.

Chancellors are asked to complete the process of determining the methods of handling endowments, through action of local Boards of Trustees, as rapidly as possible. The Budget Committee wishes to act on this issue at its August meeting, and to present its report to the September Board meeting. Final action on this matter is anticipated at the October Board meeting.

Student store personnel should contact Richard Robinson to determine which sales to what agencies are appropriate and compatible with the Attorney General's ruling.

Chancellors are urged to give serious thought to what kind of faculty salary increase should be recommended to the Board, and to whether changes in the nature and structure of that request should be made. Also needed is a systematic study of the salary of the Deans.

Chancellors' annual reports are due in this office September 1.

Any campus contemplating the purchase of the film service of College Reference Service should consult R. D. McMillan before a contract is signed, because of restrictions imposed by the state office of Purchase and Contract. Meanwhile, the possibility of a system-wide approach to this question will be explored.

Chancellors' comments on the draft response to Title IX regulations should be sent to Richard Robinson by September 1, if possible, and no later than September 15.

Forms will be sent asking each campus whether it wishes to participate in the Faculty Employment Reference Service, and these forms should be returned as quickly as possible.

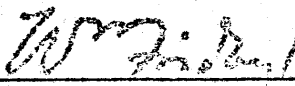
By August 15, send Raymond Dawson your comments and questions on the draft memorandum relating to the release of salary data.

Council members are asked to read, before the Council's September meetings, sections of the Code dealing with senior administrators.

Council members were asked to request legislators with whom they traditionally have worked closely not to make any commitment on proposals to increase state aid to private institutions until these proposals have been put in final form and until the Board of Governors has taken a position.

Other Items Discussed

1. Felix Joyner outlined the status of budget requests, the state's schedule, and the Governor's attitude on the 1975-77 budget.
2. Chancellor Whiting described the International Association of University Presidents.
3. Department of Labor disability guidelines were discussed.
4. John Sanders reported on the meeting of academic officers.



William Friday

THE UNIVERSITY OF NORTH CAROLINA

General Administration

CHAPEL HILL 27514

JAY JENKINS
Assistant to the President

August 2, 1974

Calendar Items in the Administrative Memorandum (No. 37) about the most recent meeting of the Administrative Council omitted one entry:

September 13 - Board of Governors meets at 9:30 a.m., General Administration Building.

Please add the entry to your copy of the memorandum.