

ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting
May 23, 1978

NUMBER 102

DATE May 24, 1978

Calendar Items

- May 31 General Assembly convenes.
- June 9 Meeting of Board of Governors, 9:30 a.m., General Administration Building.
- June 28 Meeting of Administrative Council, 2 p.m., General Administration Building. (Please note that the date of this meeting has been changed.)

Action Items

Chancellors are asked to see that they have in their offices a complete set of the papers constituting North Carolina's submission to HEW. This set consists of four items:

- the Revised North Carolina State Plan for the Further Elimination of Racial Duality in Public Higher Education Systems, Phase II: 1978-1983, August 22, 1977. (The bound copy of this plan is in a dull gold color.)
- Comments on the North Carolina State Plan, Phase II, December 5, 1977 (unbound).
- Supplemental Statement, December 30, 1977 (unbound).
- Supplemental Statement - II, May 12, 1978 (unbound).

Each Chancellor is also asked to see that the library on his campus has a set of these four documents available for the inspection of faculty members and others who are interested. Copies of the documents are available through the office of Dr. Cleon Thompson.

Each Chancellor is requested to submit to the General Administration by June 23 a draft of a complete affirmative action plan. A final plan will need to be submitted by July 17 in order that the entire

2- Action Items

response of the University may be transmitted to Washington by August 1. Campus reports should all be submitted in duplicate.

The President asked that the Chancellors exert personal oversight of the implementation of the State Plan in their institutions. As part of this oversight each Chancellor is asked to talk with appropriate campus officials in order to see that the institution is making every reasonable effort to recruit minority students.

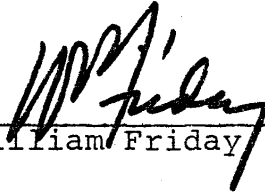
It was suggested that Chancellors will want to talk with their trustees about the recent statement of principles adopted by the Council of Trustees of Independent Colleges and Universities.

Institutions are requested to submit by Friday, May 26 items that will require action by the Budget and Finance Committee prior to the meeting of the Board of Governors on June 9.

Most of the institutions need to be sure that the enrollment figures submitted coincide with institutional budget reports.

Other Items Discussed

1. Chancellor Jenkins gave a report on off-campus degrees, explaining recent actions taken by the Council on Postsecondary Accreditation (COPA).
2. The President and Mr. Orleans discussed the University's latest submission to HEW and reviewed actions the University will need to take in the near future in accordance with the accepted plan.
3. The President called attention to the fact that the Governor has called for the creation of a North Carolina-Israel Visiting Scholar Program. The President is to appoint a committee to work out details of this program.
4. Mr. Joyner discussed prospects for the University budget requests at the upcoming session of the General Assembly. He pointed out that this summer we are going to face a tight schedule for submission of our budget requests for the next biennium.



William Friday