

ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting
January 26, 1982

NUMBER 164

DATE January 27, 1982

Calendar Items

February 12 - Board of Governors meets at 9:30 a.m., General Administration Building, Chapel Hill.

February 23 - Administrative Council meets at 1:30 p.m., General Administration Building, Chapel Hill.

Action Items

Chancellors should review the reports recently compiled on capital improvements projects and clear up as many items as possible before we move further on our system for monitoring capital improvements projects.

Proposals for next year's fees are due in this office on February 15. Any recommendations for increases should be accompanied by justification.

Chancellors should move promptly to develop the fixed assets inventory system required by the State Auditor.

In order to meet enrollment commitments in the Consent Decree, each Chancellor within the next three weeks should call a meeting of his staff who are responsible for minority presence recruitment and enrollment (undergraduate, graduate and first professional) and review the situation with them, emphasizing the importance of meeting the goals we have set for ourselves. The University is going to do its utmost to meet these commitments, and each Chancellor needs to be personally involved in the effort.

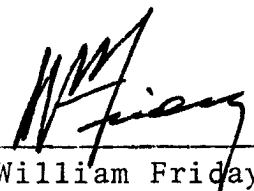
The statement adopted by the Committee on University Governance relating to candidacy for and service in the General Assembly could be given appropriate distribution on each campus, as suggested by Richard Robinson.

Action Items cont.

Chancellors should encourage staff members to begin work on the next revision of the Long-Range Plan, and program proposals should be submitted in accordance with revised procedures adopted in July 1981.

Other Items Discussed

1. John Kennedy outlined plans for the trustee conference on March 11.
2. President Friday reviewed minority presence enrollments for 1981 in each institution.
3. R. D. McMillan reviewed legislative activity.
4. Vice President Jones discussed the inventory of scientific equipment.
5. Vice President Joyner discussed the budget.
6. Chancellors Fort and Thorpe reported on a meeting with Vice President Bush and industrial leaders on the topic of private financial help for traditionally black institutions.
7. Chancellor Fort discussed proposed cuts in the Title III program.
8. Richard Robinson distributed a draft of a proposed amendment to Section 606 of the Code relating to retirement.



William Friday