

ADMINISTRATIVE MEMORANDUM

SUBJECT Administrative Council Meeting
 February 28, 1989

NUMBER 273

DATE
 March 2, 1989

Calendar Items

Friday, March 10 - 9:30 a.m., Board of Governors Meeting, General Administration Building

Tuesday, March 28 - 1:30 p.m., Administrative Council Meeting, General Administration Building

The Administrative Council met on Tuesday, February 28, 1989, and was called to order at approximately 1:40 p.m. by President C. D. Spangler.

Chancellors In Attendance

All Chancellors were present except Chancellor William H. Wagoner.

Action Items

1. Chancellors should consult with their chief librarians to determine ways to be helpful to the library at Western Carolina University and to review fire prevention procedures in each library.
2. Chancellors should send to Vice President Dawson copies of status reports on institutional effectiveness sent to the Commission on Colleges of the Southern Association.

Information Reports

President Spangler and Chancellor Coulter discussed the damage to the library at Western Carolina University due to the recent fire. Other Chancellors offered Chancellor Coulter assistance in meeting Western Carolina's needs.

Dr. Robinson and Mr. Joyner reviewed the status of the University's budget requests in the legislature.

Dr. Carroll reviewed the proceedings of the Faculty Assembly, summarized the resolutions adopted by the Assembly and distributed copies of the resolutions to each Chancellor.

Dr. Carroll discussed new Southern Association criteria adopted in 1984 relating to institutional effectiveness and suggested that the Chancellors review the requirements of the Southern Association well before the time that they begin work on the required reports. Each Chancellor was given a copy of the Southern Association's Resource Manual.

Vice President Dawson summarized the work of a special committee of the Board of Governors regarding the establishment of a teaching award.

President Spangler noted legislative concerns with respect to certain lower statistical measures of incoming students at various institutions and discussed various other concerns of legislators.

Mr. Richard Robinson summarized the current status of discussions about affirmative action plans between the University and the Office of State Personnel. He stated that progress had been made in several areas that had caused some problems in the past, including: (1) the reduction-in-force requirements, which the Office now agrees create certain problems (2) programs for affirmative action for the handicapped, which the Office now agrees may emphasize better efforts to inform the handicapped community of opportunities rather than establishing specific goals, and (3) in measuring the availability of minorities and women in the work force for particular positions which the Office agrees that a number of factors (rather than just two) may be considered.

President Spangler reviewed the need to increase the number of proposals for research grants coming from each campus. He emphasized the relationship between the number of proposals and the number of grants.

Vice President Simms distributed schedules of the counselor workshops scheduled during November and December. He asked each Chancellor to make plans to attend the workshops held on his or her campus and to encourage admissions personnel to attend workshops held on other campuses.

Vice President Wyndham Robertson described the "day on campus" program sponsored by Ashland Oil. In the program, students in grades 4 through 9 are brought to college or university campuses to visit for a day. Chancellors will be asked to appoint a campus representative to coordinate the program with the Public School Forum.

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The meeting adjourned at approximately 4:25 p.m.



C. D. Spangler, Jr.