

MICHIGAN STATE UNIVERSITY OAKLAND

ADMINISTRATIVE GROUP MEETING

December 13, 1960

PRESENT: Messrs: Alexander, Eklund, Hoopes, Matthews, McKay, O'Dowd,
Pope, Stoutenburg, Swanson, Varner, Wilder

Mr. O'Dowd asked how the mail was handled on week-ends. Mr. Swanson explained that recently the mail has not been picked up on Saturday but could be if there was a need. It was agreed that the mail should be picked up and sorted on Saturday as part of the normal mail routine.

Mr. Stoutenburg reviewed the policy regarding the admission of students to the spring quarter and asked if it could be changed to allow the readmission of former students. Approved.

The Faculty and Staff Christmas party is set for Friday, December 16, at 8:00 P.M. Mr. George Fritz is General Chairman.

Mr. Pope discussed the Detroit Adventures Program and asked whether MSUO would be interested in making its facilities available for one of the programs. Mr. Varner indicated MSUO's interest but asked that Mr. Pope obtain more specifics.

The Press Dinner is at 6:15 P.M. on Thursday, December 15. Representation will be from the Weeklys, the Detroit papers, Radio and Television.

In answer to Mr. Pope's question regarding tenure, Mr. Varner pointed out that the tenure policy is established by the Board of Trustees for both MSU and MSUO. Mr. Pope stated he would like to see a committee established to study the need for tenure. He stated he was not sure MSUO needed such a policy. The ensuing discussion of tenure led to no recommendations or decisions.

Mr. Pope asked that our scholarship program be restudied. Mr. Varner said this was on the agenda of the Scholarship Committee and would be reviewed during the next few months.

Mr. Hoopes announced that a summary of the Foreign Language questionnaire will soon be available to those interested in reading it.

Mr. Varner asked all present to give some thought to the administrative organization of the University. (Definitive areas of authority, possible departmental or divisional plans, etc.).

Mr. Hoopes discussed the academic probation situation as it will affect a good number of students this term. He indicated that he and Mr. Stoutenburg will be reviewing the probation problem during the coming week. (December 20, 11:00 A.M.)

Mr. Hoopes indicated that immediate consideration is needed in determining 1961 summer session offerings, with a view to making faculty commitments and establishing a course schedule for student consideration.

It was announced that the title of Jacques Barzun's talk on January 25 will be "How Much Science in our Mental Diet?".

Meeting adjourned.