

MICHIGAN STATE UNIVERSITY OAKLAND

ADMINISTRATIVE GROUP MEETING

April 10, 1961

PRESENT: MESSRS: EKLUND, HOOPES, LEPLEY, MATTHEWS, MCKAY, POPE,
STOUTENBURG, VARNER

ABSENT: MESSRS: O'DOWD and SWANSON

Budget--Mr. Varner related the critical financial position of higher education in Michigan based on the initial action of the legislature. However, he stated there is a faint ray of hope for relief in the Senate. The Board of Trustees has taken the position that MSU and MSUO opposes an increase in tuition.

Directory--Mr. Eklund again pointed out the need for an illuminated outside directory located near the main entrance to North and South Foundation Halls.

Trimester--It was agreed that teaching assignments in the third semester should be kept flexible in order to meet University needs. Faculty requirements will be handled on an individual basis.

Evening College Admissions--Mr. Stoutenburg restated that admission requirements for evening students are the same as for all other students.

Foreign Language Trailers--There will be no trailer courses in the fall. All students needing a third term of the first or second year of a foreign language will be encouraged to enroll for it this summer.

Summer School Library Hours--Mr. Wilder announced that the library will be open from 8:00 to 5:00 P.M. five days a week during the summer school period.

Dormitories--The present dormitory space will only be used in the fall if the new student housing is filled. No student should plan to continue in the present facilities.

Honors Dinner--The dinner honoring those students who made the winter term's Deans List will be held May 1. Dean Hoopes will be the speaker of the evening.

Continuing Education Faculty Dinner--Mr. Eklund invited the members of the Administrative Group and their wives to attend the Continuing Education faculty dinner on May 12. Mr. Varner will be the speaker of the evening.

Probation Letter--It was agreed that a letter prepared by the Dean of the University explaining the grade reporting procedure and probation regulations be sent to the parents of all new students immediately following the student's first registration.

Meeting adjourned.