

MICHIGAN STATE UNIVERSITY OAKLAND

ADMINISTRATIVE GROUP MEETING

April 2, 1962

PRESENT: Messrs. EKLUND, HOOPES, MATTHEWS, McKAY, O'DOWD, ROOSE, STOUTENBURG, SWANSON, VARNER and WILDER

ABSENT: Messrs. POPE and SELLS

Business Administration Program

Mr. Roose brought the group up to date on the progress of finding Foundation support for the Business Administration program. The Alfred P. Sloane Foundation still appears as a possibility. If financial assistance is not uncovered soon, Mr. Roose said we may have to follow our present program next year with certain modifications. The critical area is the mathematic resources.

Continuing Education

Mr. Eklund described the Open House on April 1 as successful with about sixty individuals attending Mr. Chernov's lecture. Both Messrs. Eklund and O'Dowd praised Mr. Chernov's presentation.

Mr. Ed. Fitzpatrick, Assistant Placement Office, MSU, was on campus last week for an interview regarding the placement position.

The question of paying students who acted as guides was raised again. It was pointed out that other campuses use Honor Groups for this kind of activity. Chancellor Varnier suggested that some thought should be given to the establishment of a service group for MSUO.

Campus Security

The Business Office is actively recruiting a security officer.

The Buildings and Grounds department is now changing the locks on file cabinets in order to maintain a limited amount of security.

Art Symposium

Mr. Hoopes announced he would be taking the Art Symposium proposal to Mr. Fred Burkhart at ACLS to discuss and answer any questions he may have about it. The amount asked from ACLS to support the Art Symposium is \$4,000.

Genetics Program

Mr. Lewis has been asked to become Director of the Genetics Biology Program for the National Science Foundation. If he should take this offer, he will be on a one-year leave of absence from MSUO.

Budget Request

Mr. Varner announced that the MSUO budget proposal for the 1962-63 school year had been explained to the Oakland County Legislators at a breakfast meeting on campus on April 2. Also present were the executive members of the MSUO Foundation.