

MICHIGAN STATE UNIVERSITY OAKLAND

ADMINISTRATIVE GROUP MEETING

August 27, 1962

PRESENT: Messrs. HOOPES, MATTHEWS, MCKAY, O'DOWD, POPE, SELLS, STOUTENBURG, SWANSON, VARNER, and WILDER

ABSENT: Messrs. EKLUND and ROOSE

Correction to minutes of August 21, 1962: Mr. Hoopes was not present at last week's meeting.

Mr. Matthews discussed the moving of the classroom furniture from four classrooms on the third floor of South Foundation Hall in order to make space for new faculty offices.

Library hours for fall semester were announced by Mr. Wilder:

7:45 a.m. - 10:00 p.m.	Monday through Thursday
7:45 a.m. - 5:00 p.m.	Friday
9:00 a.m. - 5:00 p.m.	Saturday
2:00 p.m. - 10:00 p.m.	Sunday

The total hours the library will be open is 32½ hours a week, which compares very favorably with other schools our size.

Mr. McKay announced that MTH 125 would be offered on Monday and Wednesday evenings to approximately 25 high school students and other part-time students enrolled as they may register. The high school students will be given a scholarship covering one half of their fees from money given to MSUO by Mr. Yntema of Ford.

Mr. Sells reported on his and Mr. Lowy's trip to the University of Pittsburgh.

Mr. O'Dowd distributed a summary of the probation and separation action taken at the end of the Spring semester 1962.

Separated	23
Probation	33
Removed from probation	10
No action	22

Mr. Varner asked Messrs. O'Dowd and Swanson to check into the feasibility and cost of including a tour of the university by bus between the Faculty Reception and Faculty Dinner on September 3, 1962.

Mr. Swanson announced that MSUO will have approximately \$170,000 in NDEA loan funds for the 1962-63 school year.

Oakland Center fireplace is due to be completed by the end of the week, and the tennis courts are now being lined.

Mr. Varner announced a new committee to study the role of the "Oakland Observer" for the 1962-63 school year. The committee members are: Senate Committee on Student Publications, Bill Kath, Bobby Lieb, Jim Wolfe, Mary Stewart, Laurie Webb, Bruce Plaxton and Paul Turk.

New members on the MSUO Foundation will include Messrs. Sam Brownell, Ken Morris, and O. E. Hunt. Messrs. Hannah and Varner are now ex-officio members of the Foundation.

The MSUO Foundation Executive Committee has shown an interest in the conversion of the barn to a "little theater". Odell, Hewlett and Luckenbach, architects, are being asked to study the problem of remodeling and report to the committee.

The site just east of the Intramural Building has been studied by ski engineers and found to be satisfactory for a ski run. A tow will be installed this fall in preparation for the season ahead. The hill will have a drop of approximately 75 feet and a run of 450 feet.

Meeting adjourned.