

OAKLAND UNIVERSITY

ADMINISTRATIVE GROUP MEETING

October 12, 1964

PRESENT: Messrs. Beardslee, G. Brown, Crowder, Hammerle, Hetenyi, Matthews, McKay, O'Dowd, Sells, Stoutenburg and Varner

ABSENT: Messrs. Cammack, Dickerson, Eklund, Hough and Swanson

GUEST: Mr. Corona

Mr. Varner stated that the University of Michigan has announced that their Flint Branch will become a four-year institution in the Fall of 1965.

Mr. Hetenyi cautioned the group again to take action about a potential parking problem near the Science Building before winter arrives.

Mr. Brown asked if the Admissions Office could have a master key to campus buildings to facilitate guiding visitors around campus. Chancellor Varner asked Mr. Corona to look into this matter.

Mr. Corona reported that there has been about 95 percent return on the United Fund Drive with 56 percent participation divided as follows:

Hourly payroll	Approx. 50%
Administrative - Professional	" 60%
Faculty	" 42%

Mr. Sells reported that Mrs. Rapoport is doing a very good job in the areas of part-time employment and student financial aids.

Mr. Sells reported that thus far this semester there have been 19 student withdrawals -- 14 upperclassmen and 5 underclassmen.

Mr. Matthews informed the group that Declaration of Major Day and Career Day are scheduled for November 19. This is part 2 and part 3 of a Placement Office program to acquaint students with the vocational, professional and educational opportunities available to them following graduation.