

MAY 11 '62

## MICHIGAN STATE UNIVERSITY OAKLAND

### ADMINISTRATIVE GROUP MEETING

May 7, 1962

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

ABSENT: Mr. POPE

#### Meadow Brook Ball

Mr. Varner extended an invitation to the Administrative Group, all full professors, Messrs. Lindquist, Lepley, and Holmes to attend the scholarship ball at Meadow Brook Hall on Saturday, May 12.

#### MSUO Annual Foundation Meeting

The MSUO Foundation had their annual meeting on May 3 at which time all present officers were reelected for one year. Chairman Fitzgerald appointed the following three committees: A. Auditorium Committee - to finalize plans and work out ways of financing the building, B. a committee to acquaint key people in the greater Detroit area with MSUO and its philosophy and goals, C. a committee to study the feasibility of establishing a developmental office on this campus as a part of the MSUO Foundation.

#### Library Dedication

The dedication of the Kresge Library will be on Saturday, May 12. The library will be open for tours between the hours of 10 and 11 o'clock. The dedication ceremony is scheduled for 11:00, and lunch will be served to invited guests at 12:30 in the Oakland Center.

#### Catalog

Mr. Stoutenburg announced that the catalog for the 1962-63 school year will be printed in two sections. One section will be the general information material usually asked for by students, and the other section will be a complete catalog including the general information section, the major programs and the course descriptions. The latter bulletin will be distributed to the high schools, libraries and educational organizations wanting the MSUO catalog.

#### Applications

Fall admissions continue to edge upward, and applications for admission continue approximately 10 percent ahead of last year on this date. Mr. Stoutenburg informed the group that most colleges are concerned about their engineering enrollment for fall 1962. This is not to say that potential students are not interested in science and mathematics, but prefer to take these courses in the liberal arts college instead of the engineering program.

### Fellowships

Mr. Stoutenburg proposed for consideration the possible use of work fellowships to supplement our scholarship program. These awards could be given to junior and/or senior level students to assist in labs and specific jobs where their talents could be used.

### Economic-Business

- a. MSUO was represented by Mr. John Maher at the UAW-CIO meeting at Atlantic City this past weekend.
- b. Mr. Roose will travel to Harvard and MIT next week to review their business programs and then on to Columbia the following week for the same purpose.
- c. Mr. Roose raised a question whether the out-of-state high school visits in Northeast Ohio are worth the effort in light of the number of institutions of higher education available to students in Ohio. It was pointed out that states surrounding Michigan, as compared to those on the east coast, are in a favored position of having a number of institutions of higher education to handle the student population seeking a college or university to attend.
- d. Mr. Roose stated that he has been working with Mr. Jim Dickerson, Continuing Education, regarding course offerings in the Continuing Education program in the areas of economics and business. Mr. Roose said he felt it was the responsibility of the MSUO faculty to act in a consulting role to the Continuing Education Division when courses in their own specialty were to be offered for public enrollment.

### Open Houses

As a result of a question raised by Mr. Wilder, it was pointed out again that Mr. Loren Pope is the point of coordination for all MSUO open houses.

### Spring Enrollment

Four hundred and ninety three students have enrolled for the spring trimester with a surprising number of these students carrying three and four courses. The registration period for the spring semester closes on Wednesday, May 9.

### Probation

Mr. O'Dowd presented a summary of the probation action taken at the end of the winter semester 1962. It was pointed out that most of the actions were taken in the freshman and junior classes and raised the question of how large a sophomore class we actually have. Mr. Stoutenburg stated that at the beginning of the winter semester the sophomore class had 303 students.

### Arts Festival

Mr. Matthews announced that the Arts Festival had had two setbacks during the past week, but the committee would make new efforts to find financing and a new composer to take the place of Mr. Norman Dello Joio.

### Addition to Minutes

Mr. McKay asked that the minutes reflect that Mr. Herman Lewis's one-year leave of absence may be extended to a second year.

### Michigan Mathematics Competition

MSUO will offer, through Mr. McKay, its services as a central clearing house for the annual Michigan Mathematics contest.

### Grants

Mr. Tomboulion has received two grants for research in chemistry, one from the National Science Foundation and the other an MSUO Faculty Research Grant.

### Physics Teacher Visitation

On Thursday, May 10, Bell Telephone will host fifty high school physics teachers on the MSUO campus. Mr. Hammerle will speak to the group during a portion of their meeting.

### Bus

Mr. Swanson announced that a Ford nine-passenger bus had been purchased specifically for the purchasing and mail departments; however, the Dean of Students Office would have priority on the use of the bus between the hours of 5:00 p.m. on Friday and 8:00 a.m. on Monday. Details regarding schedules, costs, etc. are to be worked out between the Dean of Students Office and the Business Office.

Meeting adjourned.