

OAKLAND UNIVERSITY

ADMINISTRATIVE GROUP

August 30, 1963

PRESENT: Messrs. MATTHEWS, McKAY, O'DOWD, SELLS, STOUTENBURG, SWANSON, VARNER, and WILDER.

ABSENT: Messrs. DICKERSON, EKLUND, and ROOSE.

GUESTS: Messrs. BEEMAN, G. BROWN, CORKER, LOWY, and SHADRICK.

Each person present briefly reviewed their role in the Orientation Week Program.

Mr. O'Dowd will replace Mr. Sells on the Committee to determine what campus facilities can and should be used for additional study areas for resident hall students. The Committee is now composed of Messrs. O'Dowd, Chairman, Corker and Wilder.

Chancellor Varner announced that Mr. Loren Pope had resigned from the University effective August 31, 1963. Mrs. O'Neill and Mrs. Matthews will work together in handling news releases and other duties of the office until a replacement is found for Mr. Pope.

Mr. Swanson informed the group that the University will have a 24 hour security patrol during the first week of the semester. In case a security man is needed he can be contacted by calling the switchboard.

Over the week-end the switchboard will be open from 9:00 a.m. to 5:00 p.m. on September 1st, and from 8:00 a.m. to 5:00 p.m. on September 2nd.

Meeting adjourned.