

MICHIGAN STATE UNIVERSITY OAKLAND

ADMINISTRATIVE GROUP MEETING

October 30, 1961

PRESENT: MESSRS: EKLUND, HOOPES, MCKAY, O'DOWD, ROOSE, SELLS  
STOUTENBURG, SWANSON, VARNER, WILDER

ABSENT: MESSRS: MATTHEWS, POPE, ~~SELLS~~

Mr. Wilder reported that the library move was a success and he thanked the students and faculty for their participation.

Mr. O'Dowd commented about the curriculum development seminar held at Grand Valley State College in Grand Rapids, Michigan on October 28 and 29. Mr. O'Dowd participated as one of the consultants at this meeting. He said it was interesting to note that the curriculum recommendation made at the end of the seminar was very similar to MSUO's program. Grand Valley will work on a four-quarter system and three-course maximum a quarter.

Mr. Roose reported that the visits that he and Mr. Hildum made to the greater Cleveland area high schools were most successful. One major problem encountered was identifying MSUO as a separate entity from Michigan State University, East Lansing. Mr. Roose said he felt that other faculty members would find such high school visitations beneficial from the point of view of finding out what exciting is happening in secondary education today. Mr. McKay reported success in the West Chicago area and indicated his general agreement with Mr. Roose's comments.

Mr. Swanson said that the new parking regulations seemed to be working and that he had had no complaints regarding the enforcement of the old and new regulations. It was agreed that lines would be painted at the earliest possible moment in the parking area west of the library and that no restrictions would be placed on the area at this time.

Mr. Swanson announced that the boys had moved to the dormitory area this past week-end and that the Business Office will move during the week of October 30.

The National Science Foundation has given final approval to our request to hold a conference at MSUO to deal with the subject of science for non-science students. A first planning meeting will be held November 13 with the conference tentatively scheduled for the middle of May, 1962.

Mr. McKay stated that the National Science Foundation was now showing interest in undergraduate programs and thought it wise that MSUO look into the possibilities of additional grants.

Mid-term grade cards will be sent to the faculty this week with a deadline of November 7 for their return. Grade reports will be run but they will be used for internal purposes and will not be mailed to the students' parents. Students can pick up a copy of their grade report in the Registrar's Office.

Plans are moving forward to have the winter semester registration between the dates of November 15 and December 15. The schedule book and registration materials will be sent to the Academic Advisors prior to November 15. The Business Office will collect winter semester fees on December 15, December 22, and December 29. There will be a small registration set-up on December 29 for new students who are enrolling for the first time at MSUO.

Because of budget difficulties, the printed catalog will be delayed until July 1, 1962. In the meantime, a revision of the current bulletin will be made in order to have copies of the bulletin for mailing and general distribution.

Mr. Varner encouraged members of the faculty and staff to attend the Governor's meeting on education to be held November 1 at the Rackham Building in Detroit.

The ticket sale for the lecture-concert series is moving very slowly. If more tickets are not sold, MSUO stands to lose rather heavily financially.

Mr. Varner stated that at the last Board of Trustees meeting, the Intramural Building's financing was approved and expects that the air conditioning for the Oakland Center will be approved at the next Board meeting. Also at the next Board meeting, the Kellogg Foundation will give MSUO \$1½ million to start a two-year medical school at East Lansing.

Mr. Varner re-emphasized that student recruitment is a first priority this year.

The Oakland Center will not be completed until January 1 because of the lack of heating equipment.

Mr. C. Allen Harlan is giving MSUO \$10,000 for the development of a garden area between North Foundation Hall and the Oakland Center.

Meeting adjourned.

Wilder

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EXCERPTS FROM MINUTES OF

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