

MICHIGAN STATE UNIVERSITY OAKLAND

Rochester, Michigan

ADMINISTRATIVE GROUP MEETING 30 NOVEMBER 1959

PRESENT: Varner, Alexander, Eklund, Hoopes, Pope, Stoutenburg, Swanson

MR. VARNER

Discussed the advisability of purchasing the film produced by Counsel for Financial Aid to Education, Inc. Dr. Frank Sparks, former president of Wabash College has helped in its production. It was agreed that Mr. Swanson should place the order.

Described the pattern for the all-university staff and faculty Christmas parties at MSU. It was agreed that MSUO should sponsor a party for its staff and faculty. Mr. Varner said a committee of secretaries would then proceed with arrangements. The party is set for December 9th from 8:00 to 11:00 P.M.

Announced the Student Center will be dedicated at noon on December 14. A luncheon will precede the dedication. Guests will include the Oakland County Board of Supervisors, Oakland County Legislators and members of the Foundation.

Stated that the Acting Director of Montieth College, Patricia Knapp, and Carroll Kay will be here December 1 at 9:00 P.M. to discuss the MSUO program as related to the Montieth College.

Discussed the desirability of establishing a university-wide committee for the developing research programs. The committee would be challenged to come up with some innovating thoughts to be refined later for programming. It was felt by Mr. Hoopes that financial support could be obtained for the right kind of programs.

Stated his desire for MSUO to move ahead into the field of high school relations in order that a program of cooperative studies be set in action with the area schools. Mr. Alexander reported tentative steps taken thus far in this direction. A full report would be forth coming in the near future.

MR. EKLUND

Read the policy statement requested by the Chancellor on October 27 regarding use of the MSUO physical plant. The group felt that Mr. Eklund had expressed the ideas well and referred it to the chancellor for final review and approval.

Presented Mr. Fritz's request to have the pricing policy in the Student Center Cafeteria for all groups. Suggested if there was to be a price differential for a group that it be subsidized from the hosting organization budget.

Announced that the Seminar on Truth would be delayed until January.

MR. HOOPES

Asked for a policy setting forth the procedure to be followed by faculty members for obligating university funds. It was clearly indicated and agreed that all expenditures by faculty members must be cleared with the Dean of the Faculty before the obligation may be incurred.

MR. ALEXANDER

Announced that the student government exploratory committee was well underway. The program called for the survey of 100 colleges plus one day visitations to ten selected colleges.

Discussed the lack of participation at student functions by the administration and faculty. He expressed his hopes for an increased interest in student activities by the staff.

Reported the results of the dormitory committee's trip to Purdue University. The group felt the idea of small housing units was excellent but did not feel that the Purdue lay-out would be satisfactory for MSUO. The next step will be to contact an architect to discuss ideas.

MR. POPE

Discussed the plans for the "Press Dinner". The newspapers to be represented and to be invited were still to be determined. The invitation would include both the newspaper representative and his or her spouse. Also invited would be members of the administrative group and their wives.

MR. STOUTENBURG

Informed the group of plans for winter enrolling and registering. The schedule book distribution is planned for Tuesday P.M. December 1.

MISCELLANEOUS

Messrs. Alexander, Pope and Stoutenburg will attend the 56th annual Convention of the Michigan Association of Secondary School Principals at the Fort Shelby Hotel in Detroit on December 2, 3, and 4, 1959.

A suggestion to reconsider increasing the frequency of the Administrative Group meetings will be discussed after the beginning of the winter quarter.

Meeting adjourned.