

MICHIGAN STATE UNIVERSITY OAKLAND

ADMINISTRATIVE GROUP MEETING

May 21, 1962

PRESENT: Messrs. EKLUND, HOOPES, LINDQUIST, MATTHEWS, McKAY, O'DOWD, POPE, ROOSE, SELLS, VARNER and WILDER

ABSENT: Messrs. STOUTENBURG and SWANSON

GUEST: Mr. LEPLEY

Board Meeting Notes

1. Appointments
 Paul Varg named Dean, Arts & Letters, MSU
 John Ivy named Dean, Education, MSU
2. New sabbatical leave policy has been adopted
3. New housing policy, MSU
 - a. Students over 21 may live anywhere with parental approval on file
 - b. Students under 21 may live off campus with parental approval and the Dean of Students' approval.
4. Resignations, promotions and appointments

Resignations

Harold Fromm
Justus Pearson
James Stoddard
June Collins
Louis Martin

Promotions

Peter Amman to Associate Professor
Gloria Shapiro to Assistant Professor
Francis Tafoya to Professor
Paul Tomboulian to Associate Professor
Gertrude White to Associate Professor

Appointments

Harry Neumann, Instructor in Classics
Alfred Lessing, Instructor in Philosophy
Steven R. Miller, Assistant Professor of Chemistry
Robbin R. Hough, Assistant Professor of Economics
David Lowy, Director of Counseling Services and Assistant Professor of Psychology
Margaret Irwin, Assistant Librarian

Mr. Varner commended Mr. Hoopes for the excellent Science Conference just held on the MSUO campus.

Civil Defense

Mr. Lepley presented the Civil Defense program as formulated by his committee for the protection of personnel on the campus.

Four buildings have been designated as shelters: the library, Oakland Center, Science Building, and North Foundation Hall.

A warning system on campus is now in effect by telephone. This system could be improved by the acquisition of two monitor receivers which receive the broadcast from the Oakland County Sheriff's Department and by installing warning sirens inside and outside of buildings.

If we should elect to work with the Government by declaring MSUO as a public shelter area, the Government would share in the cost of the program as well as provide food and equipment to be stored here for emergency use. If we accepted this offer, we would have to place "Shelter" signs in and around our buildings and on the highway.

The entire proposal shall be written up and presented to the Administrative Group at a later date.

Visitations

Mr. Roose reported that he had completed his visitation of schools with a program of Business Administration that we were interested in. Of the most recent visits to Harvard Business School, Massachusetts Institute of Technology and Columbia, the most promising was M.I.T. M.I.T. is willing to consider acceptance of our students into a one-year program for a Master's degree instead of the normal two-year program.

Student Affairs

Mr. Sells reported on the first meeting of the newly-formed Student Union Council. They meet every other Tuesday at 7:30 with the members of the faculty Committee on Student Affairs. The agenda for the next meeting will be a discussion of the topic "The MSUO Image".

Sciences

Mr. McKay requested that resignations and appointments be published so that the faculty might be aware of them.

Summer Orientation

Mr. O'Dowd announced that the summer orientation program will be directed by Mr. Sells and will be held in July and August. Aptitude testing in languages will be held during the orientation, but placement testing will be given following freshman Convocation in September.

Barring any unforeseen problems, the budget as adjusted should allow the University to function until July 1, 1962.

Admissions

Mr. Lindquist stated that we have processed 507 applications to date, and 374 students have been accepted. We received 21 applications this past week compared to 11 applications one year ago at this time.

Continuing Education

Mr. Eklund passed out copies of the new Continuing Education brochure. He stated that Jack Kinney is culling the list of 700-800 names of recruiters to give us a list which would be best for us to contact.

Meeting adjourned.