Box 1 of 1

Academic Advisory Council. Minutes.

Academic Reviews. Reports on various schools & departments for new president.

Board of Trustees:
- General. Recommendation re: faculty committees, stadium renovations, report on building projects.
- Integration Suit. Preparations for integration.
- Minutes.
- Wampee Meeting. Includes reports & recommendations re: tenure, tuition, proposed neutron generator building addition, University property.

Bonds. Reports.

Budget:
- 1962-63. Reports on revenue and expenditures.
- 1963-64. includes reports on expected revenues, appropriations request.

Commencement. Preparations.

Committees:
- General. Religious Emphasis Week, committee nominations.
- Castle Pinckney Development. Minutes.
- Civil Defense. Preparation of disaster recovery plan.
- Council of Presidents. Teaching loads, fringe benefits.
- Distinguished Teacher Award. Procedures, nominations, selection.
- Faculty Advisory:
  - General. Includes cooperative research, secretarial studies curriculum.
  - Minutes.
  - Libraries. Faculty status for librarians.
  - Research & Productive Scholarship. Reports.

Outstanding Seniors. Selection of.

Departments & Schools:
- Anthropology and Sociology. Proposal for undergraduate program in sociology.
- Athletics. Use of state funds, recommendations re: revision of financial operations.
- Band. Conflicts with rehearsals, scholarship fund.
- Bureau of Public Administration. Program review & recommendations.
- Business Administration. Includes major in economics, salary adjustments, budget.
- Chemistry. Faculty activities.
- Comptroller. Includes Y camp property, collection & distribution of fees, parking, housing.
- Dean of Arts and Science. Organization of the college, salaries.
- Dean of Graduate School. Fellowships & assistantships.
- Dean of Students. Includes transfer of records, orientation, grant.
- Dean of the University. Includes draft of dean’s annual report.
- Director of Admissions & Registration:
  - General. Includes report on registration & enrollment, policies &
procedures.
Experiencing & Counseling. Reports on examinations.
Director for Development. Includes reports on gifts.
Education:
  General. Includes reports on counseling & reading clinics, curriculum.
  Educational TV. Possibility of courses taught via television.
Engineering:
  General. Includes enrollment and research figures, budget, scholarships.
  Civil. Faculty activities.
  Mechanical. Faculty activities.
Extension Division:
  General. Includes enrollment & research figures, budget, scholarships.
  Aiken. Alumni meeting, branch admissions, director resignation.
  Beaufort. Re: policy on credit for field courses.
  Coastal Carolina. Includes complaint by faculty member, field credit
courses, new director, testing program.
  Florence. Include televised course, problems getting funding and
equipment
  Lancaster. Re: entrance requirements.
  Secretarial Studies. Re: facilities.
Foreign Languages. Enrollment figures, need for office space, list of faculty.
Geology, Mineralogy, Geography. Faculty matters, Colburn collection, splitting
department, visiting geologist.
History. Faculty matters, budget, enrollment.
International Studies. Includes status of department and possible merger.
Law School. Faculty matters, budget, visit by Attorney General.
Libraries:
  McKissick. Includes holiday access to library, library education, hours of
  operation.
  Undergraduate. Re: receipt and presentation of award for new building.
Mathematics. Faculty activities, salaries.
Nursing. Includes accreditation, space needs, faculty matters.
Personnel. Includes retirement and sick leave policies.
Pharmacy. Includes report to American Council on Pharmaceutical Education.
Physical Education. Includes policies for use of physical education facilities,
faculty & staff matters, physical education requirements.
Physics. Faculty activities, midsemester grade figures.
Political Science. Space needs, faculty resignation.
President’s Office. Includes academic reviews of departments, building and land
acquisition program, complaint re: slow cataloging at library.
Psychology and Philosophy. Budget, possible expansion of programs.

Faculty and Staff:
General. Tables of faculty degrees & rank, salaries.
Faculty Manual. Draft.
Limited Enrollment. Reports on courses reaching enrollment limits.

Faculty Meetings. Minutes.

Foundations:
USC Educational Foundation. Includes engineering library materials, chair
endowments, minutes, recommendations re: use of Foundation funds.
National Science Foundation. Notice of awards.

Garden Club. Re: symposium.
Mathematics Institute. Notice of grant awards.

Patterson, W.H.:
Governor’s Assistant. Information for the governor on SC schools & budget
execution.
Speeches. For various University and community functions.

Research. Award notices, report on USC liaison with MRI.

Summer School. Commencement, enrollment, revenues.