

MINUTES OF A SPECIAL MEETING OF THE EXECUTIVE COMMITTEE OF  
THE BOARD OF VISITORS OF VIRGINIA COMMONWEALTH UNIVERSITY  
HELD ON NOVEMBER 8, 1968

A special meeting of the Executive Committee of the Board of Visitors of Virginia Commonwealth University was held on the 8th day of November, 1968 at 11:30 o'clock in the forenoon at No. 910 West Franklin Street in the City of Richmond, Virginia, pursuant to due notice.

Present were all of the members of the Committee and by invitation Mr. Wygal and Dr. Brooke.

Mr. Wayne served as Chairman of the meeting and Mr. Brent as Secretary thereof.

The meeting was opened with consideration of a memorandum presented to the meeting by Mr. Wygal which reflected the recommendations of the Special Committee appointed to consider the proposed studies of the University's academic programs, administrative structure and physical facilities. After a discussion thereof, on motion duly made, seconded and unanimously carried, the memorandum and the recommendations therein contained were approved, with the employment of Cresap, McCormick & Paget being authorized provided the expense thereof did not exceed the sum of \$36,000. The Secretary was directed to attach a copy of the memorandum to the minutes of the meeting.

In connection with the proposed appointment of Dr. John E. Corbally as President of the University, Dr. Brooke then reported that the breakfast meeting attended by Dr. Corbally and the Deans

and key faculty members of the General Academic and Health Sciences Divisions had resulted in Dr. Corbally receiving the enthusiastic support of such persons and that it appeared that no adverse comments had been received from any segment of the University.


A general discussion was then held with respect to the Compensation and various benefits which might be made available to Dr. Corbally as an employee of the University, after which on motion duly made, seconded and unanimously carried, it was determined to offer the position of President of the University to him with the details of the compensation to be paid and related benefits to be negotiated subject to further action by the Executive Committee.

The meeting thereupon adjourned to the President's dining room in the Hibbs Building, at which time Dr. Corbally joined the meeting. The Presidency was offered to Dr. Corbally and the terms of the proposed employment generally discussed, following which Dr. Corbally indicated that he was most impressed by what he had seen of the University and those associated with it and that he would consider the offer and would advise the Committee prior to the end of the month.

There being no further business to come before the meeting, the same on motion duly made, seconded and unanimously carried, adjourned.

  
Secretary

APPROVED:

  
Chairman

MEMORANDUM FOR EXECUTIVE COMMITTEE  
VIRGINIA COMMONWEALTH UNIVERSITY  
BOARD OF VISITORS

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The Executive Committee of the Board at its meeting on October 30, 1968, approved the establishment of a committee composed of representatives of the two divisions of Virginia Commonwealth University to prepare a proposal through which the University could make appropriate use of the financial resources and personnel of the State Council of Higher Education in proper coordination with professional consultant firms with respect to the proposed long-range study of the academic programs, administrative structure and physical facilities of Virginia Commonwealth University.

After conferring with Dr. Prince Woodard and Mr. Donald Finley of the State Council, the following information and proposals represent the basis for proceeding with the study:

1. The three areas for which there is need for employing consultants are:

- (a) Academic Programs
- (b) Administrative Organizations
- (c) Physical Planning

The degree of involvement of the consults will depend on the nature of the information developed as a result of the self-study conducted in cooperation with the State Council of Higher Education staff.

2. The State Council of Higher Education obtained a grant for in-depth campus planning of an Urban University. \$25,000 from this grant is available for this purpose. In addition to the \$25,000, the State Council has offered to make available the services of one staff member full-time, and a second staff

member half-time. The Council has developed an outline for conducting a planning project and would be a participant and partner in the activity. Any consultants employed would have to be acceptable to the State Council as well as VCU. Funds available through the Council grant must be used prior to July 1, 1969. Other institutions are interested in this source of funds and it is imperative that VCU enter into an agreement with the State Council without delay. The administration of GAD and HSD endorse the proposal of the State Council of Higher Education for in-depth campus planning.

3. The General Academic Division has made a comprehensive study of its academic programs which was initiated several years ago with an increasingly intensive effort from the last academic year to the present. The study has amassed a great amount of information and has progressed to the point that the services of a consultant are not only desirable, but urgently required to bring an immediate and objective review of information on hand.

While the General Academic Division has the most urgent need of such a study, the Health Sciences Division would be involved to the extent that obvious areas of overlap should be carefully reviewed, thus making this survey University-wide. The academic programs sub-committee is developing information that would be of value in this area.

The firm of Cresap, McCormick & Paget has submitted a proposal to survey the academic programs of the General Academic Division. The proposal recognized that a study may reveal programs which involve the Health Sciences Division which would require

coordination. Cresap, McCormick & Paget estimates that six months would be required for the study which would cost \$32,000 plus, expenses not to exceed \$4,000.

Since the long-range studies designed in cooperation with the staff of the State Council of Higher Education would fully assemble all available data needed in the study, it is the opinion of the SCHEV officials and VCU committee that a representative of Cresap, McCormick & Paget should review the assembled information and offer another estimate of costs for their study. Then, on the basis of the new estimate, it is recommended that VCU enter into a contract with this firm to conduct the proposed study.

4. With reference to the retention of Dober, Paddock, Upton and Associates, Inc., to make a comprehensive survey of a long-range physical expansion program, it is recommended that action be deferred pending the outcome of the State Council and Cresap, McCormick & Paget studies.
5. In connection with the administrative organization, it is recommended that this study be considered at the time a president is selected or the needs of the University require the initiation of the study.