

ANNUAL REPORT

OFFICE OF THE ASSOCIATE PROVOST, LAWRENCE M. CLARK

1983 - 1984

The following is a brief summary of the activities of the Affirmative Action Office during 1983-84.

COMMITTEES

Ad Hoc Committee on Handicapped: The Ad Hoc Committee on Handicapped met nine times during 1983-84 and during the year, membership on the Committee expanded to include representatives from the Graduate School, Undergraduate Admissions, the Housing Department, Horticultural Science, and Campus Planning and Construction. The majority of the Committee's time revolved around the following topics: 504 revisit, updating the "Guide to Services for the Handicapped", updating the campus accessibility map, a proposal for a handicap services coordinator, and coordinating the count of handicapped people on campus.

Chancellor's Advisory Council on Afro-American Affairs: The Council met regularly during 1983-84 and was involved with a number of projects. Chief among these were the Afro-American Students/Organizations Fall Retreat (October 21-23), held at the Hill Forest Camp and the coordination and implementation of the Afro-American Symposium. This Symposium is designed to help students understand some of the obstacles they will face in a University setting and teach them strategies to use in overcoming these obstacles and enhancing their academic career.

Chancellor's Advisory Council on Women's Affairs: The Council on Women's Affairs was officially established by a January 3, 1984 letter of appointment from Chancellor Poulton. All members were appointed to a one-year term to expire December 31, 1984. The initial meeting of the Council was held on

February 15 at which time the Chancellor charged the Council with the responsibility of advising the Chancellor and Provost on matters pertaining to the needs of women at NCSU, and to the enhancement of a positive, harmonious University environment supporting the fullest development of all human potential. On March 8, the Council participated in a one-day retreat at the Aqueduct Conference Center to further identify their work, set objectives and begin their course of action.

WORKSHOPS/SEMINARS/SPECIAL PROGRAMS

Race Awareness Seminars: Six Race Awareness Seminars were held at the Aqueduct Conference Center in Chapel Hill during 1983-84. Three of these seminars (October 17-18; March 26-27; and April 18-19) were sponsored by the Provost's Office. A seminar on March 24-25 was jointly sponsored by the Provost's Office and the Division of Student Affairs; 17 student leaders participated. The Division of Finance and Business co-sponsored a seminar on October 19-20 (for Finance and Business personnel) and sponsored entirely a seminar on March 21-22 for public safety officers.

"Power Communication" Workshop: On April 24, 1984 the Provost's Office sponsored the annual women's seminar - a workshop entitled, "Power Communication". Workshop leader for this two-session program was Dr. Julie White, president of White and Associates and former Director of Old Dominion University's Institute of Management. Approximately 400 faculty and staff attended this program.

Ivan Van Sertima Lecture: Dr. Ivan Van Sertima, Professor of African Studies at Rutgers University, revisited NCSU on January 31, 1984 to lecture on "Early African Science and Technology" and "African Presence in Ancient America".

Dr. Van Sertima's visit offered the University a scholar to talk about cultural diversity and share some of his research findings on science and innovations of ancient Africans and its impact on western civilization.

William Sedlacek Workshop: "Retention of Minority Students and Academic Advising" was the topic of the workshops presented by Dr. William Sedlacek on February 16 and 17, 1984. In particular, he discussed his research on recruitment and retention of Black students and non-cognitive indicators of success to be used in admissions criteria and in setting up retention programs. North Carolina State University will be field testing these variables. Dr. Sedlacek is a Professor in Educational Research and works in conjunction with the Counseling Center at the University of Maryland.

University-Community Brotherhood Dinner: December 6, 1983 marked the second annual University-Community Brotherhood Dinner hosted by Chancellor and Mrs. Poulton. More than 400 guests from the University community and Wake County Black community attended this holiday dinner. Coordinated by the Affirmative Action Office, the theme for the evening was "A Tribute to an Emancipator and Scholar: Dr. John Hope Franklin". Guest speaker for the occasion was Dr. Alfred Pasteur, Professor of Psychology at Hunter College of the City University of New York.

OTHER ACTIVITIES

Personnel: A new EPA position was established for the Affirmative Action office during 1983-84. Effective September 1, 1983, Ms. Claudia Pattison, was promoted to the position of Assistant Affirmative Action officer. Ms. Carolyn Ingram filled the vacant secretarial position in the office on October 10, 1983.

Race Awareness Seminar Study: The Affirmative Action Office is in the process of conducting a quasi-experimental research study on the C.T. Vivian Race Awareness Seminar. Preliminary research into the methodology began in late fall 1983 and pre-test/post-test data was collected during the spring of 1984. Results will be tabulated during July with a technical paper forthcoming in August.

EPA Professional Vacancies Listing: During January, the Affirmative Office began coordinating the publication of a list of EPA Professional, Non-Faculty Vacancies for distribution to on-campus offices and a number of external organizations. It was felt that this effort would enhance public relations and broaden the recruiting pool for these positions. Published bi-weekly, the first listing was distributed on February 1, 1984 and has received a very favorable response.

Workshop Presentations: Dr. Clark presented several workshops on race awareness during 1983-84. Two workshops were presented at Enloe High School. March 12 and April 19. A Third workshop was conducted at Laney High School in Wilmington, N.C. on May 4. On March 15, Dr. Clark and Ms. Pattison jointly conducted a race awareness seminar for the faculty of the North Carolina School of Science and Mathematics.

Committees: During 1983-84, Ms. Pattison assumed chairmanship of the Ad Hoc Committee on Handicapped and was appointed to the Chancellor's Advisory Council on Women's Affairs. Dr. Clark served as a member of the Education Committee of the Board of Science and Technology and was appointed to a two-year term on the NCSU Athletics Council. Additionally, he served on Search Committees for: Associate Dean of Research for the School of Education, Director of Institutional Research, and the Minority Academic Coordinator in the School of Humanities and Social Sciences.

Conferences/Meetings Attended:Clark

February 23-24, 1984 Black History Month, speaker at W. McDowell Jr. High School, Marion, NC

March 1-2, 1984 1984 National Council for Black Studies
8th Annual National Conference, Charlotte, NC

March 29 - April 1, 1984 "Blacks Achievement in Predominantly White Institutions", paper presented at the Southern Regional Convention of Alpha Phi Alpha Fraternity, Inc., Biloxi, Mississippi

Pattison

October 28, 1983 "Image and Self-Projection Workshop", Marriott Inn, Raleigh, NC

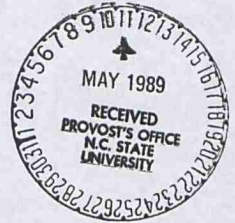
June 6, 1984 "Affirmative Action: Targets, Trends and Tools for the '80s" (Conference sponsored by the Office of State Personnel), Jane S. McKimmon Center, NCSU

(7) Admissions Office



North Carolina State University

Office of Undergraduate Admissions



Box 7103
112 Peele Hall
Raleigh, NC 27695-7103
(919) 737-2434

May 10, 1989

MEMORANDUM

TO: Dr. Lawrence M. Clark, Associate Provost

FROM: George R. Dixon, Director of Admissions *GRD*

RE: Waiver of EPA Vacancy Announcement

As a result of a spousal job change out of the Raleigh area, I have an unexpected EPA vacancy. Mrs. Phama Larsen, Assistant Director of Admissions, will be moving to Wilson as a result of her husband's recent employment there. Mrs. Larsen's job title and description are identical to that of an EPA Assistant Director of Admissions vacancy we advertised and filled less than 45 days ago. Since we had several outstanding candidates interested in the earlier vacancy, I am requesting permission to waive announcing the new vacancy and be allowed to invite the top 4-5 earlier candidates in to interview.

I look forward to hearing from you at your earliest convenience.

GRD:mlb

FYI

*Already Called George
+ asked to submit CF +
interim with new number and
attach a memo saying using the
same pool of candidates for
position # (which is identical)
so no waiver needed. GRD*

④ Admissions Office



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GRD:mlb

NORTH CAROLINA STATE UNIVERSITY

Raleigh, N. C.

Office of Provost and Vice-Chancellor
Holladay Hall

[Handwritten signature]
Date

TO: L. M. Clark
 M. S. Downs
 C. W. Steed
 M. M. Strickland
 G. P. Johnson

~~April 10, 1984~~

Date

ACTION REQUESTED ON ATTACHED:

- | | |
|---|--|
| <input type="checkbox"/> Note and Return | <input type="checkbox"/> Please draft reply for my signature |
| <input type="checkbox"/> For your information (need not return) | <input type="checkbox"/> Please give me your comments |
| <input type="checkbox"/> Please handle | <input type="checkbox"/> Requires your approval |
| <input type="checkbox"/> Please answer; furnish me copy | <input type="checkbox"/> Please return attachments |
| <input type="checkbox"/> Please circulate | |

Re: Provost's Office Annual Report for 1983-84.

Mr. Simpson will be coordinating the preparation of the Annual Report for the Provost's Office again this year. Please have your portion of the report to him not later than Friday, June 15.



FROM: N. N. Winstead

cc: Mr. Simpson

Claudia -

These particulars
will need to be considered
in preparation of Annual

Report - Carol
6-8



North Carolina State University

Office of the Chancellor

April 4, 1984

Box 7001, Raleigh 27695-7001
(919) 737-2191

MEMORANDUM

To: Deans and Directors of Divisions
From: Bruce R. Poulton, Chancellor
Subject: ANNUAL REPORT *Bruce R. Poulton*

I will need to have your Annual Report covering 1983-84 by Friday, June 22, 1984.

Please do not feel restricted to the following outline, but I would like you to use it as a checklist for reporting anything significant on the subjects indicated.

Two copies of your report are needed by this office. The original should be typed on good grade bond paper as all annual reports are filed in Archives.

Academic Units

In the report for the academic unit you represent, please cover as economically as is practical the following main points:

1. Students

Enrollment and prospects
Quality and trends
Recommendations

2. Faculty and Staff

Quality in teaching
Quality in research
Salary situation (list specific examples of salary disadvantages or advantages you are experiencing)
Conditions of work
Honors received
Minorities and Women represented on faculty

April 4, 1984

3. Program

Instruction

Efforts to improve
Problems and recommendations
Curriculum developments and prospects
Student involvement
Interdisciplinary developments

Research

Efforts to encourage
Level of activity
Significance of activity (call attention to specific
achievements of significance)
Problems and recommendations

Extension, Public Service, Continuing Education, etc.

Level of activity
Opportunities unrealized
Suggestions

4. Aims and philosophy of your unit

5. General

Anything else bearing upon the excellence and service of your School and the institution as a whole deserving, in your judgment, administrative and Board concern or attention.

I suggest that your reports be limited to essentials. It should not be necessary to exceed ten double-spaced pages. Since the institutional report to the President must be limited to approximately twelve pages, if there are specific points that you think most significant, please indicate these in an attached summary. Please feel free to depart extensively from this outline. Non-academic units in particular should report in a more general way significant developments, accomplishments, prospects, and concerns for the reporting period.



North Carolina State University

Office of the Provost
and Vice-Chancellor

Box 7101
Raleigh, N.C. 27695-7101

June 11, 1984

M E M O R A N D U M

TO: Robert D. Bereman
Gordon A. Berkstresser
Terrence M. Curtin
Deborah Dalton
Carl J. Dolce
John F. Ely
Francis J. Hassler
Mary F. Hester
J. E. Legates

Nancy B. Martin
Sandra O. Paur
Wilma C. Peebles
LeRoy C. Saylor
Thomas H. Stafford, Jr.
Robert O. Tilman
Augustus M. Witherspoon
Claudia Pattison

FROM: Lawrence M. Clark, Associate Provost
and Chairman of the Affirmative Action Committee

SUBJECT: Second National Conference on Desegregation in Postsecondary Education

Attached is some literature on the Second National Conference on Desegregation in Postsecondary Education which will be held at the Sheraton University Center in Durham, North Carolina during the period October 9-12, 1984. This conference is sponsored by the North Carolina Central University Institute on Desegregation.

Your assistance in posting and distributing this literature is very much appreciated.

CI

2ND NATIONAL CONFERENCE



**ON DESEGREGATION IN
POSTSECONDARY EDUCATION**
"The Continuing Search For Equality"

OCTOBER 9-12, 1984

**SHERATON UNIVERSITY CENTER
DURHAM, NC**

A conference designed to bring together leaders, practitioners, scholars and researchers from the higher education community, national and state governments, and the general public to discuss policies, strategies, plans and programs to promote the desegregation process.

Institute On Desegregation
N.C. Central University
Durham, NC 27707

Non-profit Organization U.S. POSTAGE PAID Permit No. 374 Durham, NC
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2ND NATIONAL CONFERENCE ON DESEGREGATION IN POSTSECONDARY EDUCATION

"The Continuing Search For Equality"

Sheraton University Center • Durham, NC • October 9-12, 1984 • (919) 683-6433

Sponsored by

The Institute on Desegregation at North Carolina Central University, with supportive contributions and services from: the American College Testing Program, the North Carolina State Department of Community Colleges, ERIC Clearinghouse on Higher Education, the Institute for Higher Education Law and Governance, the Southern Education Foundation, the Educational Testing Service, the Offices of University Affairs and Institutional Research of the University of North Carolina at Chapel Hill, and the General Administration of the University of North Carolina system.

MAJOR TOPICS

The Impact of Desegregation in Higher Education on:

- Student Recruitment and Enrollment
- Student Retention
- The Survival of Traditionally Black Postsecondary Institutions
- State-wide Systems of Higher Education
- Traditionally Black Colleges and the New Technology
- What Can Be Learned From Research On Elementary and Secondary School Desegregation

Including general sessions with keynote speakers, pre-conference workshops, concurrent sessions, and an array of contributed papers.

MAJOR SPEAKERS

- Mary F. Berry, Professor of Law and History, Howard University, and member of the United States Commission on Civil Rights
- Edgar G. Epps, Marshall Field IV Professor of Urban Education at the University of Chicago
- Willis D. Hawley, Dean of Peabody College, Professor of Education and Political Science, School of Education and Human Development, Vanderbilt University
- Michael A. Olivas, Associate Professor of Education and Law and Director of the Institute of Higher Education Law and Governance, University of Houston

NATIONAL DESEGREGATION CONFERENCE
c/o Jeff E. Smith, Director
Institute On Desegregation
North Carolina Central University
Durham, North Carolina 27707

NATIONAL CONFERENCE ON DESEGREGATION IN POSTSECONDARY EDUCATION

OCTOBER 9-12, 1984

SHERATON UNIVERSITY CENTER

DURHAM, NC 27707

REGISTRATION Fee: \$65 (\$80 if postmarked after Sept. 18, 1984) includes 3 Continental breakfasts, 1 luncheon, and 1 banquet dinner.

PLEASE REGISTER ME FOR THE CONFERENCE (Check enclosed) \$_____

Make check payable to INSTITUTE ON DESEGREGATION.

PLEASE SEND FURTHER INFORMATION.

CANNOT ATTEND BUT I AM INTERESTED IN PROCEEDINGS.

Student Fee: \$30 (meals and a copy of the proceedings at additional cost)

Name

Phone

Title

Institution

Address

City

State

Zip

A hotel reservation form will be mailed to you along with a registration receipt.

Dr. Ronald C. Wimberley, Head
North Carolina State University
Department of Sociology/Anthropology
P. O. Box 5535
Raleigh, North Carolina 27650

AFFIRMATIVE ACTION FORM

NAME: (Optional)

9-20-83

(First

SEX: (Circle)

Male

AGE: (Date of Birth)

(Month

Ethnic Background (Circle)

White (not of Hispanic

Black (not of Hispanic

Hispanic

Asian or Pacific Islander

American Indian or Alaska Native

Citizenship: (Country)

Handicap:

Dr. Sawtrey asked Dr. Clark
to look at his card to
be sent to all job appli-
cants in Soc. Dept. Dr.
Clark said it is o.k.

lga

AFFIRMATIVE ACTION COMMITTEE 1983-1984

Lawrence M. Clark, Chairman
Robert D. Bereman
Gordon A. Berkstresser
William R. Calloway
Margaret P. Corriher
Terrence M. Curtin
Deborah Dalton
Carl J. Dolce
John F. Ely
Francis J. Hassler
Mary F. Hester
J. E. Legates
Nancy B. Martin
Sandra O. Paur
Wilma C. Peebles
LeRoy C. Saylor
Thomas H. Stafford, Jr.
Banks C. Talley, Jr.
Robert O. Tilman
Augustus M. Witherspoon
Ex officio: Claudia P. Pattison

given to Lee
Coates on 8/5/83.
for 1983-1984
Directory

Brown
Rox. 11:30
Blow
Embassy
City

Ag. & Life Sciences

1983-1984

Fassler
Legates

Fassler
Legates

Design

Jewell

Debra Dalton

Education

Holce
Klein

Holce (she said Klein
is on leave and
I told her we would
leave her some appropriate
but would notify her of
meetings)

Engineering

Ely

Ely

Facet Resources

Saylor

Saylor

HAAS



Peebles
Tilman

Peebles
Tilman

~~Handwritten scribbles and signatures at the bottom of the page.~~

PAMS

Berens
Paur

Berens
Paur

Textiles

Berkstresser
Martie

Berkstresser
Martie

Veterinary Medicine

Corider
Curtis

Corider
Curtis

Student Affairs

Steffard
Talley

Steffard
Talley

Business Affairs

Calloway

Calloway

University Extension

Hester

Hester

Graduate School

Wheeler
Winterspoon

Winterspoon