

1990-91
AFRICAN-AMERICAN COORDINATING COMMITTEE
UPDATED

* = College/Division Coordinators
= UNI Instructors

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x6529

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x7053

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Counseling Center
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Mr. Arnold Bell
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528A Poe
x3163

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3024D Biltmore
x7579

Dr. Joe Brown *#
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x7334

Dr. Lawrence Clark *#
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Mr. Thomas Conway *#
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x3264

Ms. Yvonne Coston #
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Ms. Janet Howard #
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Ms. Rhonda Huffman *#
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Mr. Andre Scott
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Ms. Arlene Ugbaja *#
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COORDINATING COMMITTEE

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Box 830:
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Current Listing

per Lisa 12/6/90

Ms. Fra:
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102 Rey:
Box 710:
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cc: to Karin Wolfe

Dr. Fah:
Counsel
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1990 - 91
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* - Coordinators

- UNI 101 (Fresh.Adv.Sem.) Instructors



North Carolina State University

Department of Student Development
Division of Student Affairs

Coordinator of African-American Student Affairs
2008 Harris Hall
Box 7314
Raleigh, NC 27695-7314
(919) 737-3835

July 20, 1990

MEMORANDUM

TO: Dr. Lawrence M. Clark
Dr. Augustus M. Witherspoon
Dr. Thomas H. Stafford
Ms. Evelyn Reiman
Ms. Endia Hall
Dr. M. Iya-Ilu Moses
Dr. Masila Mutisya

FROM: Mr. Xavier Allen

RE: Attendance Statistics Revision and Clarification

The following corrections should be made on the Attendance Statistics for the African-American Symposium Sessions (1 through 5) memo dated July 9, 1990. For session 3, the "ACTUAL" column statistic should read 49 students, and for session 4 the "ACTUAL" column statistic should read 63 students. Therefore, the total for the "ACTUAL" column should reflect that 243 students actually attended symposium sessions 1 through 5. The ninety-two (92) students who did not attend one of the first five sessions reflects the difference obtained by subtracting the "ACTUAL" total from the "PREDICTED" total. We assume that the 92 students who did not attend failed to verify their acceptance with the Admissions Office.

XTA/xta





Office of the Provost
and Vice Chancellor

North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

file - aa coordinators

MEMORANDUM

August 14, 1990

TO: African-American Coordinators

FROM: Lawrence M. Clark, Associate Provost

A handwritten signature in cursive script, appearing to read "L. M. Clark".

On Friday, October 5, 1990, my office will sponsor a live via satellite teleconference entitled "Campus Responses to Racial Harassment and Intimidation" produced by the National University Teleconference Network in conjunction with the National Association of Student Personnel Administrators and Oklahoma State University.

The program will air at 1:00 p.m. until 3:00 p.m. in the McKimmon Center and we hope to prepare a panel of respondents for a question and answer period afterward. Please put this date on your calendar and plan to attend.



Office of the Provost
and Vice Chancellor

North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

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North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice-Chancellor

Neenah Bond
25% COLLEGE MEMBER 2/3

1 August 90

MEMORANDUM

TO: Dr. Lawrence Clark
FROM: A. M. (Gus) Witherspoon
RE: African-American Coordinators Meeting

A handwritten signature in cursive script, appearing to read "A. M. Witherspoon".

The initial meeting of the African-American Coordinators for the 1990-91 academic year is scheduled for Wednesday, August 15, 1990 at 10:00 a.m. in room 303 Holladay. I hope that your schedule will permit you to attend this important meeting as we prepare for the upcoming year. I look forward to seeing you on the 15th.

ls



Dr. Clark
LM

AFRICAN-AMERICAN COORDINATING COUNCIL
MINUTES OF MEETING
August 15, 1990

The meeting was called to order by Dr. Witherspoon.

*Dr. Witherspoon announced that Ms. Yvonne Coston has been hired to assist Dr. Grant in ALS and will be teaching one section of the UNI 101 Freshman Advancement Seminar.

*Dr. Witherspoon read Dr. Clark's announcement of a national teleconference, "Campus Response to Racial Harassment," to be sponsored by the Provost's Office on October 5 at the McKimmon Center. Coordinators were asked to inform and encourage students to attend.

*The new African-American Coordinators' Handbook was distributed to coordinators present. The coordinators examined the new handbook. Dr. Witherspoon announced that the nomenclature of the entire group is to be called the African-American Coordinating Council encompassing coordinators, counselors, admissions personnel, student affairs personnel, etc.

*UNI101 - Ms. Hill asked that the instructor for section 038 be revised. Dr. Clark will instruct section 038; Ms. Howard will instruct section 031. Registration for all sections is low at this time due to a number of factors. Among them is the fact that advisors at Orientation did not place a priority on the course. The group discussed strategies to enroll freshmen students in the course. A number of suggestions were made to facilitate enrollment. The group decided upon the following course of action: 1) requesting lists of all students who are registered for the course by school; 2) sending letters to students who have not registered informing them of the requirement and their automatic registration; 3) having registration and records automatically register all non-registered students; 4) check on attendance after one week; and 5) all coordinators meeting with students within two weeks after the term begins. Students who are a part of the Freshman Experience will not be able to receive credit for the course because they are already enrolled in a UNI 101 course, but should be encouraged to register for the Freshman Advancement Seminar. This also applies to students registered in UUC. Mr. Conway began discussion of the course syllabus. The discussion was tabled until the next meeting.

The meeting was adjourned.

ATTENDANCE: Dr. Brenda Allen, Mr. Jerry Bettis, Dr. Joe Brown, Dr. Lawrence Clark, Mr. Thomas Conway, Ms. Yvonne Coston, Dr. William Grant, Ms. Joan Griffin, Ms. Wandra Hill, Ms. Rhonda Huffman, Dr. Iya-Ilu Moses, Dr. Masila Mutisya, Ms. Patricia Smith, Dr. A.M. Witherspoon.

PUSH Announces Sanctions Against Nike Athletics



Rev. Tyrone Crider

in response to the athletic wear giant's poor record of hiring and investment in the Black community and a "preemptive strike of accusations and innuendo" from the company directed at the civil rights organization.

The PUSH national board of directors announced the economic withdrawal after Nike sent a sharply-worded letter accusing PUSH of taking money from its biggest competitor, Reebok, and questioning the fairness of PUSH targeting Nike alone in its announced campaign to make the athletic shoe industry more responsive to the Black community.

"At no time has Operation PUSH solicited or received funds from the Reebok Corporation," said Rev. Tyrone Crider, National Executive Director of Operation PUSH, in a statement responding to Nike's letter. "A Reebok ad did appear in the PUSH Magazine, a response that the total athletic shoe industry and many other corporations should carry out and one having nothing to do with contribution."

PUSH accused Nike of trying to

cloud the issue and evade the questions initially brought up during a meeting between PUSH officials and Nike president Robert Donahue July 31. At that time, the negotiations seemed to be proceeding amicably, and a subsequent meeting was set for Aug. 14. However, instead of confirmation of that meeting, PUSH received Donahue's letter.

Rev. Crider said that Nike still has not answered the basic questions that PUSH posed in the first place.

"When will the company reinvest in a community providing no less than 30 and perhaps as much as 45 percent of its sales?" said the PUSH statement, which also pointed out that Nike has no Blacks on its board of directors, no Black vice-presidents, or even senior design engineers, and that the company does not utilize Black banks, Black media, Black advertising agencies or Black law firms.

"Currently, their record does not represent a reinvestment that is adequate for our trade, given our substantive involvement in the purchases of Nike products," said Rev. Crider.

Central Figure In Bias

Death Faces Drug Charges

Brian Tribble, who was acquitted in 1987 of supplying the cocaine that killed University of Maryland basketball star Len Bias, has surrendered to federal authorities on drug charges.

Tribble is charged with possession of cocaine with the intent to distribute.

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Cardiss Collins



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor

MEMORANDUM

DATE: August 17, 1990

TO: Dean Barnhardt
Dean Bateman
Dean Curtin
Interim Dean Downs
Acting Dean Ferrell
Dean Michael
Dean Regan
Dean Tombaugh
Dean Toole
Dean Whitten

FROM: Nash N. Winstead
Franklin D. Hart

Nash N. Winstead
Franklin D. Hart

RE: African-American Coordinators

In the early 1980's, the Provost's office conducted a study to ascertain the academic performance of African-American students as compared to that of white students. The study showed that the graduation rate of the African-American students was 10-15 percent lower, the suspension rate was triple, and their GPA was lower than white students. It was paramount in our findings that we should look at the placement of African-American students in courses, review their course loads each semester, and have a support staff in each college to see to it that these students were taking advantage of all the academic support programs that were available.

At the same time, the UNC system was involved in the Adams' litigation case which evolved into the Consent Decree agreement with the federal government. One of the major commitments made in the agreement was to increase the African-American presence in the predominantly white institutions within the system. Hence, greater efforts were made in the recruitment and retention of African-American students to meet the NCSU targeted enrollment.

The College of Engineering in 1982 decided to hire a person to serve as their coordinator of African-American student recruitment and retention. Using the College of Engineering as a model, the Provost recommended that a person be named in each college to carry out the duties of an African-American Coordinator. Allocations for several colleges were provided to establish new positions. In other colleges, funds were found by the deans for these positions. Faculty members were assigned these duties in other colleges.

Recently, we have looked at the performance of our African-American students in comparison with white students by identifying African-American and white students with the same entering admissions indices. What we have found is that the gaps in performance between the groups have not closed. In addition, there has been a resurgence of racism on college campuses. Also, the African-American students have indicated that an alarming number of faculty members are insensitive to their needs, or unaware of some behavior that is offensive. To give the institution a more coordinated university effort, we have given the responsibility of coordinating various activities to Dr. Augustus M. Witherspoon, Associate Provost for Special Programs for Minorities and Coordinator of African-American Affairs. Therefore,

- (1) the supervision and evaluation of African-American Coordinators, effective immediately, will be performed jointly by each college dean, or his/her designee, and Associate Provost Witherspoon;
- (2) the duties of the coordinators will be discussed by the college deans and reviewed by Associate Provost Witherspoon with the emphasis on their duties as initially established;
- (3) the African-American Coordinators will have regularly scheduled meetings with Associate Provost Witherspoon; and,
- (4) the Associate Provost will have periodic meetings with the Associate Deans in conjunction with the African-American Coordinators. These frequent meetings will be coordinated by the Dean of Undergraduate Studies and the Associate Provost for African-American Affairs and Special Programs.

Attached are the general duties of the African-American Coordinators which are in a manual which has been produced for dissemination.

Attachment

cc: Dr. Augustus M. Witherspoon
Assoc. Deans of Academic Affairs

AFRICAN-AMERICAN COORDINATORS' DUTIES

General Duties: (See Appendix B)

1. Develop, coordinate and evaluate special programs for the academic and social progress of students
 - Request statistical information regarding African-American students enrolled in colleges/schools;
 - * Review, analyze and verify data that is publicized about African-American students;
 - Coordinate college/school's activities and sessions for the African-American Symposium;
 - Monitor students' overall progress and be available (in cooperation with the academic advisor) for counseling or referral to appropriate resource persons
 - * Write students who have performed well academically at the end of each semester;
 - * Contact students who have GPAs less than the departmental or University requirement;
 - * Contact students experiencing mid-semester difficulty;
 - * Confer with students who have not been admitted to their declared major;
 - * Inform students of various learning resources and counseling resources on campus, and encourage them to use these resources regularly;
 - Review freshman course schedules (fall & spring) and confer with students regarding modifications.
2. Plan and implement programs such as speaker forums and other activities that motivate and inform students
 - Plan and coordinate at the beginning and ending of each academic year a gathering of students and administrators;
 - Publish college newsletter for African-American students or submit relevant information to general college student newsletter if available;
 - Serve as advisor to the college's African-American student organization;

- Plan and coordinate activities to inform prospective students about opportunities in respective colleges/schools;
 - Write recommendations for students as they apply for employment and/or graduate school;
 - Communicate with parents as needed.
3. Facilitate the development of a favorable environment where students can achieve maximally
- Expand the dialogue with other faculty members in colleges/schools, and solicit their assistance in a variety of efforts to maximize student advancement;
 - Participate actively in college/school committees, such as admissions, scholarship, curriculum, or budget committees;
 - Identify student academic societies, clubs, organizations in college/school and encourage students, particularly the freshmen, to participate. Develop incentives for student participation;
 - Investigate and develop opportunities for cooperative events between colleges/schools, i.e., retreats, special seminars, forums, etc.;
 - Maintain contact with the University Admissions Office regarding general admissions procedures and trends. Communicate with the Admissions Office about recruitment activities in colleges/schools.
4. Facilitate the Freshman Advancement Seminar (UNI 101 Introduction to University Education).

Additional Responsibilities Within College/School:

College of Agriculture and Life Sciences

Serve as the Assistant Director of Academic Affairs

- * Foster interaction between students and their advisers and professors;
- * Plan, develop and coordinate other activities to facilitate student achievement.

College of Education and Psychology

Serve as the Coordinator of Recruitment

- * Plan and implement strategies to recruit;
- * Serve as Co-Director of Summer Leadership Institute for African-American Youth.

Serve as the College Scholarship Coordinator

- * Coordinate all state-wide scholarship programs (except Teaching Fellows Program).

Serve as the Education Undecided Academic Adviser

- * Advise all EDU students during summer orientation and pre-registration.

College of Engineering

- * Review high school transcripts.
- * Coordinate Summer Transitional Program for entering freshmen.

College of Forest Resources

Recruitment of African-American students; pre-advisement counseling and monitoring classroom performance.

College of Humanities and Social Sciences

1. Teach at least one course each semester in the English department;
Chair the CHASS Minority Affairs Committee which is an advisory body to the Dean.
2. Monitor academic progress of student-athletes in the basketball program.

College of Physical and Mathematical Sciences

Serve as PAMS Undecided Curriculum Academic Adviser;
Serve as Recruiter for PAMS;
Facilitate campus-wide workshops;
Facilitate state-wide motivational workshops to encourage elementary and middle school African-American students toward careers in mathematics and science.

College of Textiles

Student orientation, advancement, and counseling;
Serve as liaison between students and administrators, faculty, and staff;
Develop, implement, and evaluate special programs for academic and social progress of students.

College of Veterinary Medicine

- * Direct Admissions Office activities for Doctor of Veterinary Medicine Program;
- * Handle recruitment and informational programs
- * Disburse operational budget;
- * Develop and conduct seminars and training sessions for advisers;

- * Plan and conduct grant supported summer programs for minority high school students.

APPENDIX B

Checklists

It is strongly recommended that coordinators develop a newsletter, news notes, etc. for the African-American students in each college/school. Assign students to assist with this effort. Include dates, lectures, seminars, tips, congrats, etc.

- | | |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| August/September | Send correspondence to all African-American students in your college/school during the first two weeks of school. |
| September | Invite freshmen and transfers to schedule an appointment. This get-to-know-you activity could be a college/school mixer, reception, or other group activity.
If Freshmen Advancement Seminar is not in place, assign the Daily Work Schedule during first personal contact with freshmen and transfers. If students do not schedule appointment, mail schedule to them. |
| October | Contact students who receive mid-term academic difficulty reports. |
| November | Send post card to seniors reminding them to file Application for Degree. |
| January | Check statistical data to update profile. Follow-up on withdrawals, academic warnings, suspensions, and students who had successful semester (define successful for your college/school). |
| February | Contact students who receive mid-term academic difficulty reports. |
| March | Contact incoming freshmen identified by Admissions Office. African-American students in your college/school should assist with this effort. |
| April | Coordinate African-American awards activities for college/school. |
| May | Coordinate academic planning retreat. |
| June | Coordinate African-American Symposium activities for your college/school. |

A. A. Coordinators



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice-Chancellor

4 September 90

TO: Dr. Lawrence Clark

FROM: A. M. (Gus) Witherspoon *AmWitherspoon*

RE: Coordinators/Instructors Meetings



Over the past week we have made several adjustments to our previous schedule of meetings for the school/college coordinators of African-American Affairs and for the instructors in the UNI-101 course, sections 024-040. In addition to a schedule adjustment, there is a need to clarify the conceptual framework of our general activity.

I appreciate your telephonic agreement to the adjustments stated here. It is your kind of collective and individual cooperation that makes this statement possible: "We will solve this situation with the African-American student. They will understand the expectation of this university, expedite a successful stay here, graduate with dignity and compete in the arena of life as all people are required to do". We are on the right course. We need now to work to make it work!!! Thank you for your extra effort.

If you will notice our schedule in the African-American Coordinators Handbook on page 70 and 71 you will find the monthly dates on which we will all meet together (August 20, September 24, October 29, and November 26, 1990 at 11:00 A.M. until 1:00 P.M.). These four dates/times have NOT changed for the general monthly meetings of all the coordinators from all segments of the university.

The UNI-101 course, sections 024-040 instructors meeting is the subject of change. Because many of the instructors also have recruitment duties, it was necessary for us to change our original meeting day from Monday to Friday. Listed below are the new dates for instructors meetings. The hours shall be 11:00 a.m. until 1:00 p.m. on the dates indicated below. These meetings will be our two week evaluations of the previous two weeks classes and our planning time for the next two weeks. It will only be successful if all are present.

Thank you for your schedule adjustment. Our meeting this week will be Friday, September 7, 1990 at 11:00 A. M. in Room 303 Holladay Hall.

Date	Month	Time
7	Sept.	11:00 a.m.-1:00 p.m.
21	Sept.	11:00 a.m.-1:00 p.m.
5	Oct.	11:00 a.m.-1:00 p.m.
19	Oct.	11:00 a.m.-1:00 p.m.
2	Nov.	11:00 a.m.-1:00 p.m.
16	Nov.	11:00 a.m.-1:00 p.m.
30	Nov.	11:00 a.m.-1:00 p.m.
14	December	for evaluation and establishing 2nd semesters course profile.

If you have a concern please call me.

cc: Dr. Frank Hart, Interim Provost

IN MEMORIUM

Bobby Dennis Pettis

"Behold, I send you forth as sheep in the midst of wolves: be ye therefore wise as serpents, and harmless as doves."
Matthew 20:16

In pursuing his lifetime mission, that of nurturing and guiding the intellectual and social development of young people, **Bobby Dennis Pettis** projected himself as a true disciple to this cause. Being both wise in his discipline and gentle of spirit, he possessed the "tough mind and tender heart" necessary to carry out his responsibilities as Director of Undergraduate Student Services in the College of Engineering.

Bobby Pettis came to North Carolina State University in 1982 after working in various educational capacities throughout North Carolina. His many duties included the development of a program of support for African-American students within the College of Engineering. His efforts in this program became the prototype for the African-American Coordinator, a position that has now extended to every college throughout the University.

He commanded the respect of both students and colleagues in exercising his "tough mind and tender heart." Taking on the role of advocate, he enabled and improved communication between African-American students and faculty. We remember his loving kindnesses and his willingness to serve others, his generosity, his patience and his persistence. Above all, we remember and admire his courageous spirit throughout his illness and his continued willingness to serve others in spite of his own personal struggle.

Bobby Pettis' presence will be sorely missed as we continue to engage in the development of the African-American student at NCSU. We are grateful for the experience of knowing him and being affected by the gentle, caring spirit which he possessed.

Dr. Lawrence M. Clark
Dr. M. Iya-Ilu Moses

AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
June 11, 1990

The meeting was called to order by Dr. Witherspoon. The minutes were read, corrected and approved. Corrected copies will be distributed.

- * Handbook. Dr. Witherspoon called for all pictures for the Coordinators' Handbook to be turned in as of June 11. Dr. Moses reported that the final edit is in progress. We will be printing 150 copies to be spiral bound for wide distribution (i.e. deans, department heads, etc.) and an additional 25 copies will be run appropriate for three-hole binding to be distributed to the coordinators.
- * African-American Symposium. Ms. Griffin questioned whether African-American students participating in the Freshman Experience would be expected to register for the Freshman Advancement Seminar. Dr. Witherspoon explained that those students would have the option to participate in the Freshman Advancement Seminar and suggested that they be encouraged to do so. Students who will attend Symposium/Orientation in August have already been given access to TRACKS. Ms. P. Smith suggested that a letter be sent to them to explain the Freshman Advancement Seminar along with information for registering.

Dr. Moses reported that most Symposium presenters were in place. Two sessions were arranged for Symposium participants to meet together so that everyone clearly understood the concept of the Symposium and of the particular session they would be presenting.

- * Dr. Moses reported on the upcoming Nelson Mandela Rally on June 27 in Atlanta, Georgia. Buses will be leaving from the McKimmon Center parking lot at 6 a.m. that morning. The cost of the bus and entry ticket to the rally at Georgia State University is \$30. Coordinators were encouraged to attend, to recruit students for the trip and to help sponsor students or other individuals if possible.

The meeting was adjourned.

Attendance: Mr. Thomas Conway, Dr. Joe Brown, Dr. William Grant, Dr. Faheem Ashanti, Ms. Anona Smith, Ms. Patricia Smith, Ms. Janet Howard, Ms. Frankye Artis, Ms. Endia Hall, Mr. Jerry Bettis, Ms. Joan Griffin, Ms. Wandra Hill, Ms. Arlene Ugbaja, Mr. Andre Scott, Dr. Masila Mutisya, Dr. Iya-Ilmu Moses, Dr. A.M. Witherspoon.

NOTE: Enclosed is a copy of the flyer for the Mandela Caravan. This historic event needs your participation and support. Please contact Dr. Moses for further details.

Come One, Come All To Hear One Of The Greatest World Leaders Of All Times

South Africa's

NELSON MANDELA

**Also Appearing: Hugh Masekela, Shirley Caesar
& Stevie Wonder**

Wednesday June 27, 1990 6:00 p.m.

Georgia Tech's Football Stadium
225 North Avenue Atlanta, Georgia

Join the North Carolina "Caravan to Mandela"

Buses Will Depart The Morning Of June 27th And Return That Night

For Bus Schedule Information Contact:

Durham Area:	Mr. Willie Lovett	(919) 596-4730
Elizabeth City Area:	Mr. Sang Hamilton	(919) 358-2011
Sanford Area:	Mrs. Jency Abrams	(919) 774-4662
Fayetteville Area:	Mr. Ted Kinney	(919) 488-5681
Louisburg Area:	Mrs. Felicia Hardy	(919) 496-2466
Wilmington Area:	Atty. Peter Grear	(919) 763-4671
Charlotte Area:	Dr. J. B. Humphrey	(704) 377-5193
Charlotte Area:	Mrs. Lyndall Hare	(704) 567-2900
Raleigh Area:	Crosslink Learning Center	(919) 834-1025
Raleigh Area:	Freedom Bookstore	(919) 833-5269
Greensboro Area:	Mr. Clev Sellers	(919) 379-0586
Greensboro Area:	Dr. Roy Moore	(919) 272-4846
Winston Salem Area:	Ms. Earline W. Parmon	(919) 767-7395

Mobilization Organizations

- North Carolina Black Leadership Caucus
- North Carolina Martin Luther King Holiday Commission
- North Carolina N.A.A.C.P.
- North Carolina Fair Share
- North Carolinians Against Apartheid
- Charlotteans For A Free South Africa
- Raleigh-Wake Martin Luther King Committee

State Contacts:

Mobilization Chairperson

Mr. Armstrong Williams
Highpoint, North Carolina
(919) 884-0744

Civil & Human Rights Groups

Mr. Bruce Lightner
Raleigh, North Carolina
(919) 755-0804

NCSU Contact: Dr. Iya-Ilu Moses - 737-3125

AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
June 4, 1990

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The meeting was called to order by Dr. Witherspoon.

The group acknowledged the death of Mr. Bobby Pettis, Coordinator in the College of Engineering.

The minutes were read and approved.

- * Coordinators present continued final review of the Coordinator's Handbook. Ms. Hall and Dr. Grant offered additional information for the calendar. Dr. Ashanti's addition to the introduction was read, revised and approved for use as a preface. His additional reference list will be added to the Handbook reference list. Copies of edits were collected to be used for final edit.
- * Mr. Conway introduced Arlene Ugbaja to the group. Ms. Ugbaja is Assistant Coordinator in the University Undesignated Curriculum Program and has been placed in charge of coordinating the first session of the African-American Symposium. Mr. Conway proposed that Ms. Ugbaja be included in the Handbook. Dr. Witherspoon accepted the proposal and called for her immediate acceptance on the Coordinating Committee. Ms. Ugbaja was given unanimous approval by coordinators present. Dr. Witherspoon requested Ms. Ugbaja to submit a philosophy statement for the Handbook.
- * Dr. Witherspoon displayed the cover design submitted by Charles Joyner. The cover is to be gray with red design and black print.
- * Dr. Witherspoon requested those coordinators who had not done so to submit their photographs as quickly as possible. Dr. Grant suggested having perhaps a group picture or all photos on one or two pages rather than throughout the text of the philosophy section. Dr. Witherspoon explained that since the Handbook would be widely distributed to administrators on campus, it was extremely important to have readily identifiable information regarding coordinators.



- * Dr. Moses reported on the progress of summer Symposiums. She distributed lists of incoming students and responses to the various sessions. Dr. Witherspoon requested all coordinators to make contact either by telephone or by letter with those students who had not responded and encourage them to return their Symposium/Orientation registration card. Ms. Hall also requested that coordinators request Symposium participants to phone in their meal requirements to the African-American Student Affairs office.

Dr. Moses collected Symposium participation information from coordinators and noted that a number of facilitators still needed to be obtained. Dr. Witherspoon requested a meeting with coordinators and symposium participants for sessions 1 and 2 on Monday following the regular coordinators' meeting.

- * Dr. Witherspoon noted that coordinators needed to be aware of their role in presenting information regarding the Freshman Advancement Seminar to the incoming students. A session following the wrap-up of the first evening's session has been included in the Symposium schedule so that coordinators can give information on what the course is about and to assist students with scheduling these courses. It is suggested that the "resume" introductory activity be done during the session with students on the second day.

The meeting was adjourned.

Attendance: Mr. Frankye Artis, Mr. Jerry Bettis, Mr. Thomas Conway, Dr. William Grant, Ms. Joan Griffin, Ms. Endia Hall, Ms. Wandra Hill, Ms. Rhonda Huffman, Dr. Iya-Ilu Moses, Dr. Masila Mutisya, Mr. Andre Scott, Ms. Anona Smith, Ms. Arlene Ugbaja, Dr. A.M. Witherspoon.



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor

June 6, 1990

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Inc on
vacation

MEMORANDUM

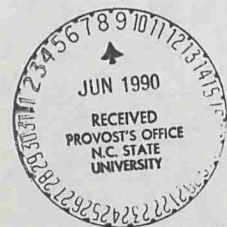
TO: African-American Coordinators

FROM: A. M. (Gus) Witherspoon

A. M. Witherspoon

RE: Meeting Notice

There will be a meeting of all African-American coordinators on **Monday, June 11, 1990, 11:00 a.m. - 12 noon in room 228 Poe.** Immediately following, all coordinators and participants in sessions I and II of the African-American Symposium will meet in **room 218 Poe.** Please mark your calendars indicating the change from our standard meeting time and place as well as the schedule for the Symposium meeting.



Minority Success



A Policy Report of the State Higher Education Executive Officers
Minority Student Achievement Project

May 1990

THE EDUCATION PIPELINE: SEEKING PARTNERSHIPS TO ENSURE MINORITY SUCCESS

In 1987, the State Higher Education Executive Officers (SHEEO) called upon its members to increase minority participation and success rates and to do this through bold and innovative approaches. Recognizing that this would mean significant change, SHEEO asked state boards to re-think their roles within the higher education community. And, they were urged to examine ways to influence change at institutions.

As a result, our understanding of the problem has deepened and broadened. Economic barriers remain but so do structural impediments. Our solutions must recognize that the success of minorities depends upon the success of our efforts at every point along the educational pipeline. This is why many state boards of higher education are developing cooperative programs and new structures to get the entire system working toward:

- Increasing the pool of minorities persisting through middle school, graduating from high school and planning to pursue a collegiate education;
- Increasing the number of students enrolled in community colleges and technical institutes who want to pursue a baccalaureate degree; and
- Increasing the number of baccalaureate holders who pursue graduate and professional education.

The Pipeline Problem

Despite the wave of public debate and media attention given this issue, much remains to be done. Consider these facts:

School Completion: Minorities continue to lag far behind the national average in high school completion rates. Compared to 82% of white students 18 to 24 years old who completed high school in 1988, only 55% of Hispanics, 75% of African Americans and approximately 60% of American Indians graduated. The problem is especially acute in large urban cities where minority youth already make up a majority of that population cohort in a number of school districts. For example, school districts in Detroit, the District of Columbia, Memphis and Cleveland are predominantly African American and districts in San Antonio, El Paso and Los Angeles are predominantly Hispanic. Recent data show the urban dropout rate at nearly two-thirds higher than rates in suburban and rural areas.

Academic Achievement: Minority students staying in school and graduating are not as prepared as white students to continue their education. Combined SAT verbal and mathematics scores for minorities are far below those of white students. In 1989, whites scored 27% higher than African American students and 15% higher than American Indian and Hispanic students. This is in large part reflective of radically different curriculum experiences. Minorities simply are not found in college preparatory courses. When they do take these courses, their test scores rise dramatically.

Undergraduate Enrollment: Overall, African American, Hispanic and American Indian students make up approximately 18% of total college enrollment. The college-going rates are essentially unchanged over the past decade

Minority Success

(about 30% of the college-age cohort of African Americans and Hispanics are enrolled compared to 38% for white students). As a percentage of total enrollment in postsecondary institutions, African Americans are becoming less and less visible, dropping from 9.4% in 1976 to 8.7% in 1988. Even more disturbing, the presence of African American males who number 443,000 on college campuses today (3.4% of total enrollment in 1988) is less than the 464,000 recorded in 1980. American Indians remain dismally under-represented at less than 1%. And, although Hispanics have shown gains as a percentage of those enrolled, from 3.5% in 1976 to 5.2% in 1988, these increases are overshadowed by the projected growth of college-aged Hispanics to over 30% of the population by the year 2000.

Minority students are much more likely than white students to enroll in two-year institutions, and they are less likely than white students to transfer to a baccalaureate-granting institution. Compared to 34% of white students attending such institutions, 55% of Hispanics, 38% of African Americans and 52% of American Indians are enrolled in two-year colleges; over 50% drop out before graduating. Many that stay are predominantly enrolled in technical, non-transfer or part-time programs.

Graduation Rates: Minority students enrolled in higher education are not persisting to graduation. African Americans, Hispanics and American Indians continue to be severely under-represented with respect to baccalaureate attainment rates.

While the number of bachelor's degrees awarded to minorities has increased from 10% of degrees conferred in 1976 to 12% in 1987, this is still below the 15% rate of enrollment in 1986. With the rise in minority undergraduate enrollment in 1988 to 18.4%, degree attainment will have to increase significantly just to keep pace. African Americans (8.7% of enrollment) earned 5.7% of undergraduate degrees. Hispanics (5.2% of enrollment) earned 2.7% of all bachelor's degrees and American Indians (.7% of enrollment) earned .4% of undergraduate degrees conferred.

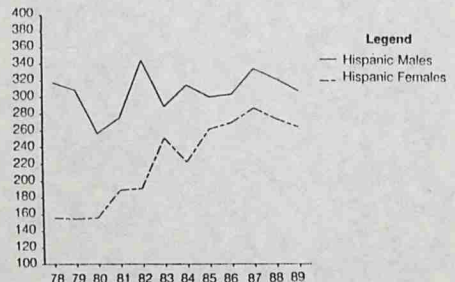
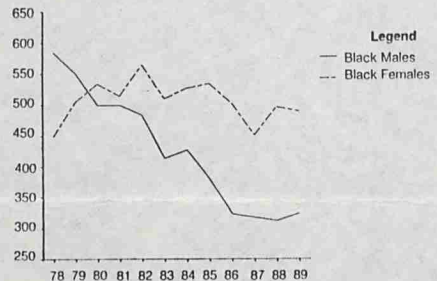
Shortages in Science and Math: There are scant numbers of minorities enrolled and completing science and engineering programs. African American and Hispanic students earn about 3%

of science and engineering baccalaureate degrees, while American Indians barely show at all, earning .2% of science and engineering undergraduate degrees.

Graduate Degrees Awarded: In 1989, there were 6% fewer doctorate degrees awarded to African American, Hispanic and American Indian students than in 1978. African American males were most severely affected. Between 1978 and 1989 they experienced a 55% drop in doctorates earned.

Postsecondary Faculty: Across all institutions of higher education, minorities are dismally under-represented among the ranks of postsecondary faculty. Compared to whites who account for 89% of full-time faculty and 90% of part-time faculty, African Americans represent only 3%, Hispanics 2% and American Indians 1% of faculty positions. Minorities account for similarly low proportions of part-time faculty.

Doctorates Awarded by Sex & Race/Ethnicity, 1978-89



Source: National Science Foundation, Summary Statistics on Science and Engineering Doctorates (NSF: Washington, D.C. 1989, 1990).

AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
May 28, 1990

The meeting was called to order by Dr. Witherspoon.

The minutes of the last meeting were read and approved.

- * Dr. Witherspoon reported that the proposal to provide University funding for the Martin Luther King, Jr. Festival has been recommended to the Chancellor. Since it is unlikely that a director for the African-American Cultural Center will be chosen due to budget restriction, a recommendation has also been made to approve that a half-time position for the Festival Coordinator be combined with a half-time position for the Cultural Center.

- * Coordinators present began final review of the Coordinator's Handbook. Dr. Ashanti agreed to provide a more precise list of references for the Handbook. Dr. Witherspoon asked that those present review the Handbook, and present any corrections or revisions at the next meeting.

The meeting was adjourned.

Attendance: Mr. Frankye Artis, Dr. Faheem Ashanti, Mr. Jerry Bettis, Dr. Joe Brown, Dr. Lawrence M. Clark, Ms. Wandra Hill, Dr. Thoyd Melton, Dr. Iya-Ilu Moses, Dr. Masila Mutisya, Dr. A.M. Witherspoon.

COORDINATORS MEETING
4 JUNE 90

AGENDA

- I. Final Review of Handbook 20 min.
- II. African American Symposium 30 min.
 - A. Calling Students: Has this been done?
 - B. Participants: Do we have all people in place ready for consultation on philosophy?
 - C. Assignment of "Freshman Advancement Seminar"- UNI 024-040, Sec.
 - D. Weekly consultation with AA Symposium team, thusly: For Tuesday group, meet on Monday; for Saturday group, meet on Friday.
- III. Freshman Advancement Seminar Lesson Plan(s) 10 min.
- IV. General Discussion of Activities for group understanding 10 min.



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice-Chancellor

May 24, 1990

MEMORANDUM

TO: Dr. Lawrence Clark

FROM: Dr. A. M. (Gus) Witherspoon, Associate Provost *Amackhugan*

RE: Call Meeting

A call meeting of all African-American Coordinators is scheduled for Monday, May 28, 1990 from 10:30 a.m. - 12:00 noon in room 303 Holladay. The main topic for this meeting will be the Coordinator's Handbook. A personal copy of the most recently edited version of the handbook will be available for your perusal at this time. I solicit your input in the final phase of this project and look forward to seeing you on Monday.

Neenah Bond
25% COTTON FIBER



AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
April 16, 1990

Meeting called to order by Dr. Witherspoon.

- * The group continued discussions and revisions to the Coordinators' Handbook, specifically verifying the thoroughness of the table of contents. The projected deadline is April 27.
- * Dr. Witherspoon introduced a problem for consideration resulting from a student conference with reference to alienation among black people on campus. Dr. Mutisya suggested a future Coordinators' discussion on the subject of alienation of African students from African-Americans and African-Americans' alienation from other African-Americans. Suggestion was taken.

The meeting was adjourned.

Attendance: Dr. Brenda Allen, Mr. Jerry Bettis, Dr. Joe Brown, Ms. Joan Griffin, Ms. Endia Hall, Ms. Wandra Hill, Dr. Beverly McLaughlin, Dr. Iya-Ilu Moses, Dr. Masila Mutisya, Dr. A.M. Witherspoon



AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
April 23, 1990

Meeting called to order by Dr. Witherspoon.

- * Dr. Rupert Barnes-Nacoste, Department of Psychology, was present. He presented a survey that he designed to investigate perceptions and attitudes among African-American students to their experience at NCSU. Dr. Nacoste requested the participation of all Coordinators present in distributing and returning the surveys. Coordinators present agreed to participate in the project.
- * Dr. Witherspoon stressed the need to have the Handbook by April 27 since it needs to be available for review prior to the change budget discussion on May 1. He reminded the group of the need to work continuously until the project is finished.
- * Mr. Thomas Conway offered a tentative syllabus for the freshman course: 1st semester - time management, stress management, study skill, etc.; 2nd semester - teach critical evaluation skills through a study of current issues. A more thorough discussion on the syllabus is planned for the next meeting.

The meeting was adjourned.

Attendance: Ms. Frankye Artis, Dr. Joe Brown, Mr. Thomas Conway, Ms. Joan Griffin, Ms. Wandra Hill, Dr. Iya-Ilu Moses, Dr. Rupert Nacoste, Ms. Anona Smith, Ms. Patricia Smith, Dr. A.M. Witherspoon.

AFRICAN-AMERICAN COORDINATORS
MINUTES OF SPECIAL MEETING
April 24, 1990

The meeting was called to order by Dr. Witherspoon.

- * Ms. Patricia Smith asked for the group's final review and additions to the table of contents for the Handbook. She also reminded that some Coordinators still need to turn in material for inclusion in the Handbook. The Handbook Committee will be meeting on the following day.
- * Mr. Thomas Conway presented the Orientation Course outline for two semesters. The first semester would address the needs of students outlined in the "advancement" modules. Discussion ensued as to the optimum order of presentation to the students. All segments will remain the same with the exception of sessions 7 - 9 (Understanding Assignments) which will begin with the self-appraisal segment. The second semester would involve sessions on goals assessments as well as practice in perspective-taking through critical analysis and evaluation.

The meeting was adjourned.

Attendance: Ms. Frankye Artis, Dr. Joe Brown, Dr. Lawrence Clark, Mr. Thomas Conway, Ms. Joan Griffin, Ms. Wandra Hill, Dr. Iya-Ilu Moses, Ms. Anona Smith, Ms. Patricia Smith, Dr. A.M. Witherspoon.

AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
April 30, 1990

The meeting was called to order by Dr. Witherspoon.

- * Dr. Witherspoon announced that the handbook was not submitted to Dr. Winstead due to Dr. Witherspoon's emergency absence; therefore, Dr. Winstead would not be present at today's Coordinators' meeting.
- * The group reviewed the proposed calendar for the 1990-91 school year. Coordinators' meetings will be held on Mondays from 3 - 5p.m. Dates scheduled for meetings are August 20, September 24, October 29, and November 26, 1990; January 7, February 4, March 4, April 1, and May 6, 1991.
- * Dr. Witherspoon inquired about end of the year awards activities. Several colleges are already doing this with funding provided in various ways. Once student societies are organized within each college, students can do most of the organization involved in putting together such a program. Dr. Witherspoon asked each Coordinator to develop an end of the year awards activity for their college and to provide dates for the Handbook calendar.

The meeting was adjourned.

Attendance: Dr. Brenda Allen, Mr. Frankye Artis, Mr. Jerry Bettis, Dr. Joe Brown, Mr. Thomas Conway, Dr. William Grant, Ms. Joan Griffin, Ms. Wandra Hill, Ms. Janet Howard, Dr. Iya-Ilu Moses, Dr. Masila Mutisya, Ms. Anona Smith, and Ms. Patricia Smith.

AFRICAN-AMERICAN COORDINATORS
MINUTES OF SPECIAL MEETING
March 15, 1990

- * Meeting called to order by Dr. Witherspoon.
- * Members present began review and revision of handbook section - introduction: rationale and purpose.

Attendance: Mr. Charles Joyner, Dr. Lawrence Clark, Ms. Patricia Smith, Ms. Wandra Hill, Dr. Brenda Allen, Ms. Endia Hall, Mr. Thomas Conway, Dr. Iya-Ilu Moses, Ms. Janet Howard, Ms. Anona Smith, Dr. William Grant, Dr. Joe Brown and Dr. A.M. Witherspoon.

MINUTES OF MEETING
March 19, 1990

- * Meeting called to order by Dr. Witherspoon.
- * Members present continued review and revision of handbook introductory section and table of contents.

Attendance: Dr. William Grant, Ms. Patricia Smith, Ms. Joan Griffin, Ms. Janet Howard, Ms. Frankye Artis, Mr. Andre Scott, Dr. Brenda Allen, Dr. Iya-Ilu Moses, Ms. Anona Smith, Ms. Wandra Hill, Dr. Masila Matisya, Dr. Beverly McLaughlin, Dr. Joe Brown, Mr. Thomas Conway, Mr. Glenn Caple, Dr. A.M. Witherspoon.

MINUTES OF MEETING
March 26, 1990

- * Meeting called to order by Dr. Witherspoon.
- * Began discussion of curriculum committee's work. Reviewed outline of areas of significance to African-American student advancement. Discussed curriculum design for Time Management and Self-Esteem.

Attendance: (Recorder not present.)



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AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
JANUARY 18, 1990

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The meeting was called to order by Dr. Witherspoon.

1. Discussion of coordinators' contact with freshmen students who received less than 2.0 GPA's during the fall semester. Dr. Witherspoon stated that there is a need for coordinators to keep records of the AI of those students who failed along with reasons. Anona Smith and Wandra Hill discussed their interactions with students reporting some transfers, withdrawals, retroactive drops, etc. Dr. Grant reported that working is a problem for some students. In ALS, the graduate students are being asked to involve themselves in mentoring situations with undergraduates. Thomas Conway reported that UTP students responded with self-criticism and suggested that they needed to adjust attitudes, study habits, etc. He described briefly the Freshman Experience Orientation course given to UTP students. Coordinators agreed that some such course needs to be offered to all freshmen. However, Anona Smith responded that there would likely be some resistance from African-American freshmen in the College of Education because they already have to take two orientation classes.

2. Procedural Handbook. Dr. Witherspoon suggested that the handbook needs to be visible and in place prior to the selection of a new Chancellor. The handbook should include what the coordinators do and the rationale for doing it. Coordinators were asked to submit items for the table of contents for the handbook, and the need for an internal committee to develop it was put before the group. This item will be discussed at the next meeting.

3. Liz Riley discussed the Dean's Minority Scholarship program offered through Admissions. The awards will be made on February 1 to students with an AI of 2.5 and above.

The meeting was adjourned.

Attendance:

Mr. Jerry Bettis
Mr. Thomas Conway
Dr. William Grant
Ms. Wandra Hill
Dr. Iya-Ilu Moses
Ms. Liz Riley
Ms. Anona Smith
Dr. A.M. Witherspoon

MINUTES OF THE AFRICAN-AMERICAN COORDINATORS MEETING

THURSDAY JANUARY 11, 1990

The meeting was called to order by Dr. Witherspoon. Due to the secretary's absence, minutes of the previous meeting were not read.

1. Dr. Witherspoon and Dr. Clark reported on the progress of the Spring, 1990 Africa trip and gave feedback of their recent planning trip to West Africa. Student and faculty selections have been made, and accommodations and travel activities while on the continent are being finalized.

2. Sherrie Atkinson of the NCSU Student Supplies Bookstore presented a proposal regarding a book display of the works of all faculty and staff related to African-American history during Black History Month in February. She asked the assistance of the Coordinators in locating African-American faculty to participate in the autographing session for the event. Coordinators agreed to assist in this presentation.

3. Dr. Iya-Ilu Moses distributed a letter to the Coordinators describing the current Peer Mentor Program recruitment drive. She also requested that they recommend qualified students as prospective mentors.

4. Liz Riley gave a brief report on the upcoming Student Visitation Day and requested information on Heritage Society, SNTA and Pan African Week activities that will be going on during the same time. She was referred to the Heritage Society and Black Students Board to coordinate Visitation Day activities once plans for that week have been finalized by the other groups involved.

5. Dr. Witherspoon gave a presentation in support of a handbook for African-American Coordinators. Among the rationale expressed was the need to have uniform information to assist students with such problems as registration and advisement. Members agreed on the need for such a handbook, and discussion will continue on the nature of the handbook and its subsequent publication.

The meeting was adjourned.

Attendance:

Dr. Brenda Allen, Ms. Sherry Atkinson, Dr. Joe Brown, Dr. Lawrence M. Clark, Mr. Thomas Conway, Ms. Wandra Hill, Ms. Rhonda Huffman, Dr. Iya-Ilu Moses, Ms. Liz Riley, Ms. Anona Smith, Ms. Patricia Smith, and Dr. A.M. Witherspoon.

MINUTES OF THE AFRICAN-AMERICAN COORDINATORS MEETING
THURSDAY, DECEMBER 14, 1989

MEMBERS PRESENT: Dr. A. M. Witherspoon, Dr. William Grant, Ms. Anona Smith, Dr. Brenda Allen, Ms. Wandra Hill, Dr. Faheem Ashanti, Dr. Ilu Moses, Ms. Liz Riley, Mr. Andre Scott, and Ms. Carolyn Ingram, Recorder

The meeting was called to order by Dr. Witherspoon. The minutes of the last meeting were received and adopted with necessary corrections. The following items were discussed:

1. Begin preparation and assembly of procedural handbook.
2. Ask School of Design representatives to design a cover for procedural handbook.
3. Each Coordinator will draft a table of contents for the procedural handbook and share copies of their draft with each other.
4. Consider merging the activities of Visitation Day and Heritage Society Day. Ms. Riley, Dr. Moses, Ms. Jones, and Dr. Mutisya will work out particulars.
5. Meetings for the Spring Semester will be scheduled in Holladay Hall Conference Room if the room is available.
6. The Committee on Module will make its report before March 1, 1990.
7. The next meeting will be held on January 11, 1990.

There being no further business the meeting was adjourned.

*Carol's
Copy*

MINUTES OF THE AFRICAN-AMERICAN COORDINATORS MEETING

THURSDAY, NOVEMBER 30, 1989
10:30 a.m. - 500 POE HALL

MEMBERS PRESENT: Dr. A.M. Witherspoon, Mr. Jerry Bettis, Ms. Anona Smith, Dr. Brenda Allen, Dr. Ilu Moses, Dr. William Grant, Ms. Joan Griffin, Dr. L. M. Clark, Ms. Wandra Hill, Mr. Thomas Conway, Ms. Endia Hall, Ms. Marianetta Porter, and Ms. Carolyn Ingram, Recorder

The meeting of the African-American Coordinators was called to order by Dr. A. M. Witherspoon. Minutes of the previous meeting were read and adopted.

The following items were discussed.

1. Draft a letter to deans asking for the names of students who are on academic warning and those freshmen who are in academic difficulty. Also in the letter to the deans, ask that the students go by to see their respective coordinator.
2. When each coordinator interview^s students, they will have an information fact sheet that will document each interview and pertinent information gathered. (A draft of a format for interviewing students was distributed to each coordinator)
3. Dr. Brenda Allen will chair the COMMITTEE ON MODULE. This committee is charged with developing a curriculum of information to be placed in individual packets for students. Mr. Thomas Conway will work with Dr. Allen on this Committee.
4. The coordinators were asked to concentrate first on the freshmen component and were encouraged to actively work in this endeavor in addition to what the deans are doing. There being no further business, the meeting was adjourned.

AFRICAN-AMERICAN COORDINATORS MEETING

THURSDAY, NOVEMBER 30, 1989

10:30 a.m. - 500 POE HALL

AGENDA

CONTINUATION OF ACADEMIC SKILLS INTERNAL FORUM

ACADEMIC DIFFICULTY

1. Interview Procedures
2. Data Acquisition
3. Record Keeping
4. Exit Interview During Withdrawal



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor

January 23, 1990

MEMORANDUM

TO: African-American Coordinators

FROM: Augustus M. Witherspoon *A.M. Witherspoon*
Associate Provost

RE: Spring Meetings

The Coordinators meeting dates for spring 1990 are listed below. This schedule supersedes the dates indicated in the memorandum of December 27, 1989. Room 303 Holladay Hall has been reserved for us from 10:30 a.m. - 12:00 p.m. Meeting dates are as follows:

January 29
February 5, 12, 19, 26
March 5, 12, 19, 26
April 2, 9, 16, 23, 30
May 7, 14

I look forward to seeing you each Monday.

ls



AFRICAN-AMERICAN COORDINATORS MEETING
JANUARY 22, 1990

AGENDA

I. Coordinator's Handbook

II. Meeting with Students GPA < 2.0

AFRICAN-AMERICAN COORDINATORS
MINUTES OF MEETING
JANUARY 18, 1990

The meeting was called to order by Dr. Witherspoon.

1. Discussion of coordinators' contact with freshmen students who received less than 2.0 GPA's during the fall semester. Dr. Witherspoon stated that there is a need for coordinators to keep records of the AI of those students who failed along with reasons. Anona Smith and Wandra Hill discussed their interactions with students reporting some transfers, withdrawals, retroactive drops, etc. Dr. Grant reported that working is a problem for some students. In ALS, the graduate students are being asked to involve themselves in mentoring situations with undergraduates. Thomas Conway reported that UTP students responded with self-criticism and suggested that they needed to adjust attitudes, study habits, etc. He described briefly the Freshman Experience Orientation course given to UTP students. Coordinators agreed that some such course needs to be offered to all freshmen. However, Anona Smith responded that there would likely be some resistance from African-American freshmen in the College of Education because they already have to take two orientation classes.

2. Procedural Handbook. Dr. Witherspoon suggested that the handbook needs to be visible and in place prior to the selection of a new Chancellor. The handbook should include what the coordinators do and the rationale for doing it. Coordinators were asked to submit items for the table of contents for the handbook, and the need for an internal committee to develop it was put before the group. This item will be discussed at the next meeting.

3. Liz Riley discussed the Dean's Minority Scholarship program offered through Admissions. The awards will be made on February 1 to students with an AI of 2.5 and above.

The meeting was adjourned.

Attendance:

Mr. Jerry Bettis
Mr. Thomas Conway
Dr. William Grant
Ms. Wandra Hill
Dr. Iya-Ilu Moses
Ms. Liz Riley
Ms. Anona Smith
Dr. A.M. Witherspoon



North Carolina State University

202 Peele Hall
Box 7002, Raleigh 27695-7002

Office of Institutional Research
(919) 737-2776

TO: Dr. George R. Dixon
Director of Undergraduate Admissions

FROM: Dr. Bruce I. Mallette
Senior Institutional Research Officer

SUBJECT: The 1990 Admission Index

DATE: July 6, 1989

The 1986, 1987, and 1988 freshman classes were the population studied in the development of the 1990 admission index (AI). In previous AI studies all freshmen (except AGI) who completed both the fall and spring semesters of their freshman year were included in the population. This year only those freshmen who were full-time both semesters were included. In the 1986-88 cohorts, 82.3% of the freshmen met this criteria (N=8353).

The variables selected as predictors of freshman GPA (FRGPA) were SAT Total score (SATTOT), SAT Math score (SATM), SAT Verbal score (SATV), high school grade point average (HSGPA), converted high school rank (CHSR), the high school index (HSI), and sex. The HSI, which is the HSGPA squared times the CHSR, has been a variable in the AI equation since 1986. Sex has appeared in the equation since 1988.

A stepwise regression analysis determined that, as in the four previous annual studies, the HSI was a better predictor of FRGPA than either CHSR or HSGPA. To confirm this finding, two different regression equations were developed to determine if model #1 (which included the variable HSI but not the variables HSGPA or CHSR) accounted for more variance in FRGPA than model #2 (which included the variable HSGPA and CHSR but not the variable HSI). The results were:

<u>MODEL</u>	<u>VARIABLES</u>	<u>R-SQUARE</u>
#1	HSGPA, SATTOT, SATM, CHSR, Sex	.2680
#2	HSI, SATTOT, SATM, Sex	.2712

The slight difference (+0.0032) in the R-square between the two equations supports using model #2 as the primary AI equation.

The HSI accounted for .2424 of the total R-square in model #2. The other three variables (SATTOT, SATM, and Sex) accounted for the remaining .0288 of the R-square.

A secondary equation was developed which uses HSGPA rather than the HSI or CHSR since some high schools do not compute a class rank. The properties of the secondary equation were very similar to the primary equation. The secondary equation had an R-square of .2563 (primary equation = .2712). HSGPA accounted for .2170 of the R-square and the other three variables (SATTOT, SATM, and Sex) accounted for the remaining .0393.

Below are the two AI equations, where sex=1 if female, 0 if male:

PRIMARY EQUATION:

$$((\text{HSGPA} * \text{HSGPA}) * \text{CHSR}) * 0.001358 + (\text{SATTOT} * 0.006927) + (\text{SATM} * 0.004919) + (\text{SEX} * 0.138321) + 0.529630$$

SECONDARY EQUATION:

$$(\text{HSGPA} * 0.687662) + (\text{SATTOT} * 0.007945) + (\text{SATM} * 0.005687) + (\text{SEX} * 0.153846) - 0.945579$$

The maximum AI possible for a female with perfect SAT scores, a 4.0 HSGPA, and ranked first in a large high school senior class is 3.91. The maximum AI for a male with the same credentials is 3.77. The maximum AIs for the secondary equation are 3.69 (female) and 3.53 (male).

The question arises, will the average class AI increase or decrease with the new equations? When used on the 1988 freshman class the results are:

1989 primary equation mean	2.49	
1990 primary equation mean	2.57	(an increase of 0.08)
1989 secondary equation mean	2.52	
1990 secondary equation mean	2.59	(an increase of 0.07)

The standard error of estimate, which is a measure of the accuracy of the AI, is .64 for the 1990 primary equation (vs. .70 in 1989) and .65 for the 1990 secondary equation (vs. .71 in 1989). The interpretation of this for the primary equation is that in 68 out of 100 cases the FRGPA will be within plus or minus .64 of the AI. For example, of 100 cases of applicants with AIs of 2.30, 68 of them are expected to have FRGPAs at NCSU between 1.67 and 2.94.

Dr. Dixon
July 6, 1989
page 3

The equations presented represent the best prediction of FRGPA using academic measures available on data files. The large standard error of the estimate indicates that the AI should only be used for establishing overall rankings of applicants. In other words, the AI should be used to show the relative strength of an applicant versus other applicants.

If the AI is used as a tool to rank applicants then the judgment of the professional admissions staff is essential in the selection of individuals. The AI only uses the traditional academic variables. Therefore, staff should judge the strength of the high school record, examine extracurricular activities, etc. It is recommended that the AI not be used as the sole means for selecting acceptances but that staff use the AI in combination with a folder review for each applicant.

The following page provides a summary of the AI's primary and secondary equations over the last five years. If you have any questions about this year's AI, please contact me.

FIVE-YEAR ADMISSION INDEX HISTORY
1986 - 1990

PRIMARY EQUATION

1986 $((\text{HSGPA} * \text{HSGPA}) * \text{CHSR}) * 0.0013) + (\text{SATTOT} * 0.0127) + 0.2467$

1987 $((\text{HSGPA} * \text{HSGPA}) * \text{CHSR}) * 0.0013) + (\text{SATTOT} * 0.0127) + 0.2467$

1988 $((\text{HSGPA} * \text{HSGPA}) * \text{CHSR}) * 0.0013) + (\text{SATTOT} * 0.0055) + (\text{SATM} * 0.0081) + (\text{SEX} * 0.0759) + 0.4726$

1989 $((\text{HSGPA} * \text{HSGPA}) * \text{CHSR}) * 0.001403) + (\text{SATV} * 0.00487) + (\text{SATM} * 0.0134) + (\text{SEX} * 0.1016) + 0.445$

1990 $((\text{HSGPA} * \text{HSGPA}) * \text{CHSR}) * 0.001358) + (\text{SATTOT} * 0.006927) + (\text{SATM} * 0.004919) + (\text{SEX} * 0.138321) + 0.529630$

SECONDARY EQUATION

1986 $(\text{HSGPA} * 0.6382) + (\text{SATTOT} * 0.0091) + (\text{SATM} * 0.0080) - 1.0341$

1987 $(\text{HSGPA} * 0.6382) + (\text{SATTOT} * 0.0091) + (\text{SATM} * 0.0080) - 1.0341$

1988 $(\text{HSGPA} * 0.6537) + (\text{SATTOT} * 0.0060) + (\text{SATM} * 0.0092) + (\text{SEX} * 0.0915) - 0.8808$

1989 $(\text{HSGPA} * 0.6925) + (\text{SATV} * 0.00535) + (\text{SATM} * 0.01497) + (\text{SEX} * 0.1179) - 0.9697$

1990 $(\text{HSGPA} * 0.687662) + (\text{SATTOT} * 0.007945) + (\text{SATM} * 0.005687) + (\text{SEX} * 0.153846) - 0.945579$

HSGPA	= high school grade point average	range = 0 to 4
CHSR	= converted high school class rank	range = 20 to 80
SATTOT	= scholastic aptitude test score (sum of math & verbal subscores)	range = 40 to 160
SATM	= scholastic aptitude test, math subscore	range = 20 to 80
SATV	= scholastic aptitude test, verbal subscore	range = 20 to 80
SEX	= gender	female = 1, male = 0

NORTH CAROLINA STATE UNIVERSITY

Schedule 6

1989-90 Academic Year

RESIDENT STUDENT - ESTIMATED ANNUAL UNDERGRADUATE EXPENSES

	<u>First Semester</u>	<u>Second Semester</u>	<u>Year</u>
Tuition and Fees			
(a) N.C. Residents	\$ 522	\$ 522	\$1,044
(b) Out-of-State Residents	2,773	2,773	5,546
Room Rent	650	650	1,300
Meals	800	800	1,600
Books and Supplies	235	235	470
Other Personal Expenses	500	500	1,000
	_____	_____	_____
TOTALS			
(a) N.C. Residents	\$2,707	\$2,707	\$5,414
(b) Out-of-State Residents	4,958	4,958	9,916

- Notes:
1. Tuition and fees are fixed items of cost.
 2. Room rent is shown as main-campus, double occupancy rate.
 3. Meals expense is shown as full 20-meal per week meal plan.
 4. Books and supplies expense is shown as an estimate.
 5. Other personal expenses are shown as estimates.

MINUTES OF THE AFRICAN-AMERICAN COORDINATORS MEETING
THURSDAY, NOVEMBER 16, 1989
500 POE HALL

Members Present: Mr. Jerry Bettis, Ms. Frankye Artis, Ms. Joan Griffin, Mr. Thomas Conway, Dr. Brenda Allen, Ms. Pat D. Smith, Ms. Endia Hall, Dr. Ilu Moses and Ms. Carolyn R. Ingram, Recorder.

The meeting of the African-American Coordinators was called to order by Dr. A. M. Witherspoon. Minutes of the November 9th meeting will be distributed at the November 29th meeting.

The following items were considered:

1. Internal Forum on Academic Skills and the University Transition Program was facilitated by Ms. Frankye Artis and Mr. Thomas Conway. (Handouts will be distributed at the November 29 meeting)
2. The November 23 meeting was cancelled because of the Thanksgiving Holiday. The next meeting will be held on November 29, 1989.

There being no further business the meeting was adjourned.

NOV16MIN

MINUTES OF THE AFRICAN-AMERICAN COORDINATORS MEETING
THURSDAY, NOVEMBER 9, 1989
500 POE HALL

Members Present: Ms. Chandra Cox, Dr. Joe Brown, Dr. Brenda Allen, Ms. Patricia D. Smith, Ms. Wandra Hill, Dr. Ilu Moses, Mr. Jerry Bettis, Ms. Joan Griffin, Mr. Thomas Conway, Mr. Eddie Lawrence, Dr. Lawrence M. Clark, Dr. A. M. Witherspoon, and Ms. Carolyn R. Ingram, Recorder

The meeting of the African-American Coordinators was called to order by Dr. A. M. Witherspoon. Minutes of the previous meeting were read and approved with the necessary corrections. (A copy of the corrected minutes is attached)

The following items were considered:

1. Conduct an Internal Forum on Minority Student Retention in Higher Education weekly.
2. Discussion of a list of false assumptions about retention of African-American students.
3. Discussion of the Admission Index Equation. (copy appended)
4. Convene a two-day conference on African-Americans in Education and discuss false assumptions: where we are and what models are needed.

There being no further business the meeting was adjourned. The next meeting is scheduled for November 16, 1989 in Room 500 Poe Hall at 10:30 a.m.

NOV9MIN

CORRECTED

MINUTES OF THE AFRICAN-AMERICAN COORDINATORS MEETING
THURSDAY, OCTOBER 26, 1989
500 POE HALL

MEMBERS PRESENT: Dr. Brenda Allen
Ms. Joan Griffin
Ms. Patricia Davis-Smith
Ms. Janet Howard
Ms. Wandra Hill
Dr. Joe Brown
Dr. Faheem Ashanti
Mr. Jerry Bettis
Ms. Frankye Artis
Mr. Thomas Conway
Ms. Endia Hall
Dr. Lawrence M. Clark
Dr. A. M. Witherspoon
Ms. Carolyn Ingram, Recorder

The meeting of the African-American Coordinators was called to order by Dr. A. M. Witherspoon. Minutes of the previous meeting were read and approved.

Dr. Witherspoon welcomed the support group to the meeting. He stated that he wanted to identify their roles in conjunction with that of the Coordinators and, eventually, produce a handbook of activities, procedures, and conceptual framework so that the functions of the Coordinators could be institutionalized.

The following items were discussed.

1. Conduct an Internal Forum on Minority Student Retention in Higher Education weekly. Dr. Ashanti will serve as consultant.
2. Make personal contact within the next three weeks with every freshman student.
3. Each coordinator should set up a support system in his/her college.
4. Statistical profile on male/female freshmen cohorts for the period 1981-1988.
5. Literature search on Black Student Retention in Higher Education.
6. Presentation on the Heritage Society and the Educational Excursion to West Africa. Cooperation of each coordinator was asked in this endeavor.

There being no further business the meeting was adjourned.

D R A F T

"INTERVIEW"

Profile: Academic Difficulty "African American Students"

I. Name _____ (LPhone) _____
Loc. Address _____ (HPhone) _____
_____ (Zip) _____

II. Area(s) of Difficulty

- 1.
- 2.
- 3.

III. Reason(s) for Difficulty

- 1.
- 2.
- 3.
- 4.

IV. Suggested Solution(s)

- 1.
- 2.
- 3.
- 4.

V. General Profile of Student

VI. Next Visit Scheduled:

Student Signature Date

Coordinator _____

Date _____

D R A F T

"INTERVIEW"

Profile: Academic Difficulty "African American Students"

I. Name _____ (LPhone) _____
Loc. Address _____ (HPhone) _____
_____ (Zip) _____

II. Area(s) of Difficulty

- 1.
- 2.
- 3.

III. Reason(s) for Difficulty

- 1.
- 2.
- 3.
- 4.

IV. Suggested Solution(s)

- 1.
- 2.
- 3.
- 4.

V. General Profile of Student

*This could be
separate sheet*

VI. Next Visit Scheduled:

Student Signature Date

Coordinator _____

Date _____

To *Casal / Dr. Witherspoon*

Time *11:25* Date *1-8*



**NORTH CAROLINA
STATE UNIVERSITY**

**WHILE
YOU WERE
OUT**

M *Joan Griffin*

of

Phone No.

- Telephoned Please call back
- Called to see you Will call again
- Left the following Returned your call
message:—

*Re Coordinators Meetings,
Teaching on Tues. + Thurs. +
Class begins at 11:05.*

.....
Operator



FROM: **MARVA C. MOTLEY**

Office of Student Admissions
College of Veterinary Medicine
North Carolina State University
Raleigh, NC 27606
919-829-4205

TO: Carolynn / Dr. Witherington
Happy New Year! 1/3/89

I wanted to touch basis with you to let you know that I will not be able to attend any of the ^{Coordinators} meetings that have been scheduled for the Spring - I have a class conflict at that time -

T + Thursday 9³⁵ - 10⁵⁰

Please keep me informed as I would like to know what is going on - Thanks
marva



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor

December 27, 1989

MEMORANDUM

TO: African-American Coordinators

FROM: Carolyn R. Ingram *C. Ingram*
Administrative Assistant

RE: Spring Meetings

The Coordinators will start meeting in Holladay Hall, 3rd floor Conference Room, each Thursday from 10:30 - 12:00. The meeting dates are as follows:

January 11, 18, 25
February 1, 8, 15, 22
March 1, 8, 15, 22, 29
April 5, 12, 19, 26
May 3, 10

I look forward to seeing you on January 11. Call me if you have any questions.

*1/8/90
Copies of
previous minutes
mailed
C.R.*

DEC 29 1989



Office of the Provost
and Vice Chancellor

North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

September 28, 1989



MEMORANDUM

TO: Ms. Jewel Spense
Education and Psychology

FROM: Carolyn R. Ingram *C. Ingram*

RE: Request for Room Reservation

I would like to reserve a room for a meeting consisting of 10 persons on Tuesday, October 3, 1989 at 3:30. Please advise what room is available.

Room 410
J Spence
9/29/89

Neenah Bond
25% COTTON FIBER

AFRICAN-AMERICAN COORDINATORS
1989-90

Jerry Bettis
Forestry
3024D Biltmore
Box 8802
NCSU Campus
x-2891

Bobby Pettis
College of Engineering
120 Page Hall
Box 7904
NCSU Campus
x-3264

Rhonda Huffman
College of Engineering
Page Hall
Box 7904
NCSU Campus
x-3264

Thomas Conway
Academic Skills Program
124 Reynolds
Box 7104
NCSU Campus
x-2464

Charles Joyner
School of Design
200B Brooks
Box 7701
NCSU Campus
x-2201

Joan Griffin
College of Humanities and
Social Sciences
286 Tompkins
Box 8101
NCSU Campus
x-7456

Dr. Joe Brown
College of Humanities and
Social Sciences
106 Reynolds Coliseum
Box 8501
x-7334

Dr. William Grant
College of Agriculture and
Life Sciences
1627 Gardner
Box 7617
NCSU Campus
x-2402, 3293

Marva Motley
College of Veterinary Medicine
4700 Hillsborough Street
Box 8401
NCSU Campus
829-4205

Anona Smith
College of Education
226 Poe Hall
Box 7801
NCSU Campus
x-7160

Dr. Brenda Allen
College of Textiles
108 Nelson
Box 8301
NCSU Campus
x-3485

Wandra Hill
College of Physical and
Mathematical Sciences
115 Cox Hall
Box 8201
NCSU Campus
x-7841

Dr. Beverly McLaughlin
Counsleing Center
Box 7312
NCSU Campus
x-2423

Endia Hall
Coordinator for African-
American Affairs
2008 Harris Hall
Box 7314
NCSU Campus
x-3835

Dr. A. M. Witherspoon
Assoc. Provost
205 Holladay Hall
Box 7101
NCSU Campus
x-7699

Janet Howard
Lifelong Education
210 McKimmon Center
Box 7401
NCSU Campus
x-7007

Dr. C. Faheem Ashanti
Counseling Center
Box 7312
NCSU Campus
x-2423

Frankye Artis
Academic Skills Program
100 Reynolds
Box 7104
NCSU Campus
x-7053

Patricia Smith
Handicapped Student Services
200 Harris Hall
Box 7312
NCSU Campus
x-7653

EX-OFFICIO
Dr. Lawrence M. Clark
Associate Provost
201 Holladay Hall
Box 7101
NCSU Campus
x-3148

Dr. Clark



Office of the Provost
and Vice Chancellor

North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

November 2, 1989

MEMORANDUM

TO: African-American Coordinators
FROM: Carolyn R. Ingram

Attached is an updated roster for your use. Please advise if there are any changes or corrections.

Our next regularly scheduled meeting will be Thursday, November 9, 1989, in 500 Poe Hall at 10:30. If you have received any applications for the trip to Africa or memberships for the Heritage Society, we would like you to bring them to this meeting.





North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor

December 27, 1989

MEMORANDUM

TO: African-American Coordinators

FROM: Carolyn R. Ingram *C. Ingram*
Administrative Assistant

RE: Spring Meetings

The Coordinators will start meeting in Holladay Hall, 3rd floor Conference Room, each Thursday from 10:30 - 12:00. The meeting dates are as follows:

January 11, 18, 25
February 1, 8, 15, 22
March 1, 8, 15, 22, 29
April 5, 12, 19, 26
May 3, 10

I look forward to seeing you on January 11. Call me if you have any questions.



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor
December 19, 1989

MEMORANDUM

TO: Mrs. Tommie Bennett
Administrative Assistant

FROM: Carolyn Ingram *C Ingram*

RE: 3rd Floor Conference Room

Per our conversation of December 14, I would like to reserve the 3rd floor Conference Room for the African-American Coordinators Meeting. The Coordinators will meet each Thursday from 10:30 a.m. to 12:00 p.m. on the following dates in 1990:

January 11, 18, 25
February 1, 8, 15, 22
March 1, 8, 15, 22, 29
April 5, 12, 19, 26
May 3, 10

You indicated that the Conference Room was available. Please confirm this reservation by signing below and returning to me so that I can notify the Coordinators.

Confirmed _____
(date)

By: _____
(name)

cc: Dr. Lawrence M. Clark ✓
Dr. Augustus (Gus) M. Witherspoon

AFRICAN-AMERICAN COORDINATORS
1989-90

Jerry Bettis
Forestry
3024D Biltmore
Box 8802
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EX-OFFICIO

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201 Holladay Hall
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NCSU Campus
x-3148

Ms. Liz Riley

Admissions

Box 7103

NCSU Campus

Mr. Andre Scott

Admissions

Box 7103

NCSU Campus

Dr. Iya Ihu Moses

Box 7314

NCSU Campus

x-3835



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor
December 19, 1989

MEMORANDUM

TO: Mrs. Tommie Bennett
Administrative Assistant

FROM: Carolyn Ingram *C Ingram*

RE: 3rd Floor Conference Room

Per our conversation of December 14, I would like to reserve the 3rd floor Conference Room for the African-American Coordinators Meeting. The Coordinators will meet each Thursday from 10:30 a.m. to 12:00 p.m. on the following dates in 1990:

January 11, 18, 25
✓ February 1, 8, 15, 22
✓ March 1, 8, 15, 22, 29
✓ April 5, 12, 19, 26
✓ May 3, 10

You indicated that the Conference Room was available. Please confirm this reservation by signing below and returning to me so that I can notify the Coordinators.

Confirmed *J. Bennett 12-19-89*
(date)

By: _____
(name)

cc: Dr. Lawrence M. Clark
Dr. Augustus (Gus) M. Witherspoon



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice-Chancellor

December 8, 1989

Dr. Lawrence Clark
Associate Provost
Box 7101
Campus

Dear Dr. Clark:

Please accept my apology for the African-American Academic Coordinators (AAAC) meeting cancellation on Thursday, December 7, 1989. Our room, 500 Poe Hall, was in use by another group. After several tries for another room (10:50 A.M.) it was decided to cancel this week's AAAC meeting.

The other influencing factor that suggested cancellation was the absence of members that would have profited from our discussions.

I appreciate your time each week and the temporal sensitivity that you have. What we are doing is vital to our students, this university, and to the African-American community, both on campus and the greater sphere.

We will meet in Room 500 Poe Hall at 10:30 A.M., Thursday, December 14, 1989. Please review the freshman mid-term difficulty data that I gave you. We must correct this problem.

Sincerely,

A.M. (Yus) Witherspoon

Augustus M. Witherspoon
Associate Provost

AMW:ls





North Carolina State University

Office of Undergraduate Admissions

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

ADMISSIONS STATUS UPDATE (As of 12/11/89)

	<u>Total</u>	<u>Accept</u>	<u>Deny</u>	<u>Pending</u>	<u>Will Enter</u>
UUC	8	3	0	5	
ALS	75	30	3	42	3
DESIGN	21	0	1	20	
ED & PSY	36	9	0	27	
ENGINEERING	19	51	7	133	
FORESTRY	5	2	0	3	
CHASS	110	17	5	88	
PAMS	15	5	1	9	
TEXTILES	6	1	0	5	
UTP	1	0	0	1	
TOTAL	468	118	17	333	3

African Americans are not following up on their applications

Most missed thing is SAT