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Dr. Windsor
Confidential

Thomas A. Graves, Jr.

August 24, 1972

Mr. Carter O. Lowance

Dear Carter:

Yesterday Jim Windsor and I met to discuss a number of activities and plans under way at Christopher Newport. Let me summarize them as follows.

Over the summer the administration of Christopher Newport has been developing a master plan for the college both for their own purposes and at the request of Doug Hamner. They have been asked to submit this master plan to the Department of Engineering and Buildings by September 1, and it is their intention to go to Richmond with the plan within the next few days. Jim will have copies for us at the same time. In addition, he plans to bring this to the attention of Nancy Falck, as Chairman of the Committee on Grounds and Buildings of the Board of Visitors, for he is concerned that she be fully informed at as early a date as possible.

Jim and I have agreed that he should make a presentation on this master plan to the Grounds and Buildings Committee of the Board at the September meeting and then to the Board of Visitors itself, and I have provided time on the agenda for this.

Jim brought me up to date on discussions that Christopher Newport has been conducting with Old Dominion and Thomas Nelson on continuing studies, which hopefully relate well to the approach being taken on state-wide planning. It has been agreed that Thomas Nelson will pick up all continuing studies work on the Peninsula, including on the military bases, for first-and second-year undergraduate courses. Old Dominion will take responsibility for responding to any graduate requests and for undergraduate work that is not included in the Christopher Newport curriculum (such as engineering). Christopher Newport will take responsibility for the junior and senior courses at the undergraduate level on the Peninsula, with most of these being conducted on campus (with the exception of four courses being offered at military bases).

We discussed at some length the question of Christopher Newport forming an advisory board, this being a matter that you will recall was raised last spring.

Jim feels that such an advisory board, which clearly would be in no sense a policy board, would in fact simply formalize to some extent relationships that already exist between the college and the communities of Newport News, Hampton and York County. He believes that this would enhance Christopher Newport's image and role as a regional urban center rather simply a city urban center. I have encouraged Jim to give serious consideration to moving ahead on this plan and have suggested that it be raised at the September meeting of the Board of Visitors.

We also discussed the longer run relationship between Christopher Newport and William and Mary and the question of eventual independence for Christopher Newport now that it is fully accredited. The thinking in the Council of Higher Education seems to be that such independence is just a matter of time. We believe that the creation of an advisory board at this time could well help to forestall a precipitous move toward independence.

We need to give consideration as to whether a formal resolution needs to be presented at the September or November Board meeting in connection with the proposed advisory board.

Jim Windsor has again suggested that the Board of Visitors meet at Christopher Newport at some point during the 1972-73 session. We have agreed tentatively that the January 12-13 meeting might be an appropriate date.

Jim informed me that the urban planning program for Christopher Newport which had earlier been rejected by the State Council of Higher Education was approved by the Council on appeal in July.

He told me that the \$443,000 which he had sought from the Cities of Newport News and Hampton for site improvement related to a new parking lot for Christopher Newport had not been granted. Instead, he is working with Walter Craigie on extending the bond issue for the Campus Center from 15 to 20 years which could thus allow an increased bonding of \$200,000 which would provide a parking facility for 400 additional cars, which is desperately needed.

Jim told me that he saw his major problem in 1972-73 being that of faculty salaries which are among the lowest in the state. Christopher Newport has no peer group and the formulas being used for it are not appropriately applicable to the new status of Christopher Newport. We explored ways in which a major breakthrough might be made for Christopher Newport on the salary freeze as part of a catch-up provision.

He told me that Christopher Newport will be starting in 1973-74 its follow-up on its Self-study. There is still a very tight money situation at the college,

despite marked improvement in State appropriations for this coming biennium.

He informed me that the faculty at Christopher Newport has agreed to a 24-pay period arrangement rather than the old 20-pay period one. He believes that this will help their financial situation this year.

He reported that their new Campus Center is now under construction.

We should get back with Jim prior to the Board meeting to be sure that we are providing sufficient time for the affairs of Christopher Newport, for it looks like a busy agenda.

Sincerely,

cc: Dr. Healy

TAG:jl

Thomas A. Graves, Jr.
President