



University of Idaho

Office of the President

Moscow, Idaho 83843

Phone (208) 885-6365

June 10, 1974

MEMORANDUM

TO: Ms. Susan Burcaw, Dr. Jean Hill, Mr. Dirk Kempthorne,
Mr. David Long, Dr. Sig Rolland, Mr. Enrique Roybal,
Dr. Frank Seaman, Mr. Si Whitman.

RE: Recruitment and Screening of Director for Minority/Ethnic
Student Programs

This is to ask each of you to serve on a committee to recruit and screen candidates for a Director of Minority/Ethnic Student Programs to be filled by September 1, 1974. Dr. Rolland will chair this group.

I would ask that as you proceed you clarify the position description which has been prepared to develop the program defined by the Juntura Committee. You will also need to meet with Ms. Gallagher so that all the procedures used are consistent with the affirmative action policies of the University.

The final selection of this person will be made by Dr. Coonrod to whom the director will ultimately report. The selection committee, however, may certainly make definite suggestions to Dr. Coonrod as to whom they would see as the top candidates, who it is appropriate to interview on campus and any other pertinent data about the candidates. During periods when Dr. Coonrod is away from the campus this summer, I will work closely with the committee.

Please do not hesitate to contact me if you have any questions.

A handwritten signature in cursive script, appearing to read "Thomas E. Richardson".

THOMAS E. RICHARDSON
Vice-President for Student
and Administrative Services

TER: jj

cc: Dr. Coonrod, Dr. Rouyer, Ms. Gallagher