

INTER AMERICAN UNIVERSITY

San German, Puerto Rico

August 3, 1966

To: A.C. Barnett  
A.C. Podesta

I.A.U. of P.R. Monthly Report  
July 31, 1966

From: W. Wasson

1. General

The physical set up of the Development Fund Office and the Development Office was completed July 28th. Secretarial help is now being organized and work can begin to progress on consolidation of records, developing of industrial records, permanent entries of gifts received since June 1st and other related record keeping matters.

2. Religious Center Records

Reverend Custer has made a preliminary review of the giving records of the Presbyterian Synod of New York and is in the process of compiling a list of pledges that have been fulfilled and a list of unpaid pledges. He has found that memorials were seldom used and that additional funds to complete the amount needed for the Religious Center are possible through further emphasis on memorials.

3. Development Staff

The Development Staff has been organized and weekly meetings are being held in which progress is reported and additional duties are discussed and assigned.

4. Tax Laws

The study requested last February from the Law School on tax laws of Puerto Rico in relation to charitable and deferred giving has not been done. Dr. Meléndez reports that he is now going to have an attorney colleague to make the study for us.

5. Fomento

Two meetings were held with Fomento, one with Mr. Durand in San Juan followed by a meeting with Mr. Sola and his staff in San Germán. Fomento will make a report in which IAU will be presented as an integral part of the development of the western end of the island. Fomento proposes to study sources of financing the

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various projects within the University Development Program and make suggestions.

6. San Germán Friends of IAU

A dinner meeting was held Friday, July 29th at which 56 guests from San Germán attended. Dr. Hoxeng presented the story of the Development Program of the University with emphasis on "What the University means to San Germán." The reception was enthusiastic and follow-up plans are being made.

7. Board of Trustees-biographies

Follow-up letters have been sent to four members of the Board of Trustees who have not sent biographies and to seven members of the Board who did not send pictures.

8. President's Council

51 letters have been sent to former members of the University Associates. 20 replies have been received - 12 acceptances, 6 refusals and 2 pending.

9. Publicity

Six stories have appeared in the local press concerning the University in general, such as Biology Workshop and the appointment of the president of AAUP.

10. Procedures of Gifts Receipts and Expenditures

These have been tentatively approved and will be reviewed again after the close of the books on August 15th for possible alterations.

11. Future Plans

- a. Dr. Hoxeng will meet with Dr. Turner of U.S. Steel in New York to arrange plans and a guest list for a dinner for Foundations and Corporation executives this fall.
- b. Dr. Hoxeng will meet with Mr. Crossland of Ford Foundation to discuss TV Educational Programming to be conducted by IAU on all campuses.
- c. A press conference is scheduled for August 5th in San Juan to present the Development Program to the public, with Dr. Hoxeng

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as the principal speaker.

- d. Meeting of the Building Committee is scheduled for August 11th to discuss library plans with Mr. Brotherton, of Perkins and Will.
- e. The Development Office is reviewing and will be reviewing the Foundation lists to select the Foundations which can be approached in the near future for special projects and for funds for construction.
- f. The Development Fund Office is compiling a list of active firms in Puerto Rico by utilizing the current list of members of the Manufacturers Industrial Association and an old 1963 Fomento book. A new Fomento listing is expected to be completed in the near future, meanwhile Fomento officials state that no recent listings in full are available. IAU has been promised a copy of the new listing as soon as completed.
- g. Evaluation procedures for the Board of Trustees are to be reviewed at the Planning and Development Committee meeting scheduled for August 13th.
- h. Plans are to be made to form a stirring committee for guidance of the friends of San Germán of IAU for evaluation and leadership and support.
- i. Eighteen names have been selected for additional membership in the President's Council and these are to be contacted in the immediate future. It has been decided that the President's Council should be comprised of approximately 80 island and stateside leaders.
- j. Forms for record keeping have been placed for quotations and should be completed in August.
- k. A leadership statement has been drafted by Tamblin & Brown, New York, and will be reviewed by Dr. Hoxeng and Mr. Wasson and will be finalized in the near future. This will be our case statement and our basic document for all further literature.

cc: Dr. Raymond B. Hoxeng                      Dr. Juan R. Meléndez  
Dr. José M. Rodríguez-Quiñones Mr. Gardner Russell  
Mr. Israel Planell  
Mr. Richard Witter