

Meeting of the Executive Committee of the Graduate School, April 22, 1952.

Present: Prof. William Anderson (to represent the Social Science Group Committee), H. H. Arnason, W. W. Cook, D. B. Lawrence, C. E. Mickel; Dean Darley, presiding; Professor P. M. Oberg, by invitation, during the discussion of Item II; Miss Davis, Secretary.

- I. Professor Arnason presented a proposal, previously considered and unanimously endorsed by the Language and Literature Group Committee, that the Graduate School offer for the Master of Arts degree a major in Art History with special emphasis on preparation for art museum work. The program is planned to equip a candidate to work in a museum of any size, but is primarily intended to fit him for a position in a smaller art museum or community art center since many of these have developed in late years and there is a great need for trained museum workers. The internship will put special emphasis on the training of the student in all aspects of art museum work. Since the program combines the Plan A requirement of a Master's thesis with the Plan B requirement of 45 credits and adds a period of internship, it will require two years for completion. Dr. Arnason explained that for the first year, internships would be arranged at the University Art Gallery and the Walker Art Center but it is expected other Twin-City museums will in time cooperate in the program.

Voted unanimously to approve the proposal in principle, subject to such revisions of it as may be needed to meet the Graduate School bulletin requirements.

- II. Professor Oberg presented a proposal, previously considered and unanimously recommended by the Education Group Committee, that the Graduate School approve Music as a major field for the Ph.D. degree with requirements as set forth in the accompanying four-page statement.

His proposal also included the recommendation that

- A. Courses in Music Education be approved as acceptable toward a major in Music for the Ph.D. and that such courses be listed in the Graduate School bulletin in the Education section, and
- B. Music Education be approved as a field of concentration for the M.A. under Plan B, as a major for the M.A. under Plan A, as a minor for the Ph.D., and courses in Music Education as part of a Ph.D. major in Education.

Professor Cook reported that the proposals regarding Music Education meet with the approval of the College of Education.

Discussion clarified certain features of the proposal:

1. The language substitute for the Ph.D., if a research technique, would not be one necessary in any case for the thesis but would be an additional technique and would not be an instrumental skill.
2. The doctoral candidate must present all four of the compositions listed on page one of the attached statement: a major creative composition presumably in modern style and three lesser compositions each of which must be in a prescribed historical form.
3. The Ph.D. in music is intended primarily to prepare scholarly musicians for college teaching as differentiated from the type of training normally suitable for an artist's career, though an acceptable level of artistic accomplishment will be required also.
4. Presentation of creative effort in the form of musical composition represents replication, in a sense, of previous experiments with the elements and medium of music, and therefore does not depart sharply from the pattern already set in the presentation of experimental theses in other fields.
5. Because of the presence and cooperation of the Minneapolis Symphony Orchestra, the situation at Minnesota is unique in its opportunities.
6. A Ph.D. in Music, and at some institutions with emphasis on music composition, is available at a number of other institutions, and some of these programs are of long standing. The University of Minnesota cannot build a strong Department of Music without offering a doctoral program in competition with the many institutions which now do so.
7. Music 204, Graduate Applied Music, will be available in such areas as voice, violin, and piano. It will be offered only by instructors approved for the Graduate Faculty, most of them specifically to teach this course, though some (as in the case of Dr. McConkie) will also direct graduate students.

It was felt that more information was needed before reaching a decision, and, therefore, the committee postponed action to a meeting to be called in about two weeks.

III. Dr. Darley explained that the Health Service is reported as facing a substantial deficit and that soon the Fees Committee must cope with this situation. He stated as his opinion that the Fees Committee in doing so would almost certainly arrive at a decision to increase the Health Service revenue by charging the incidental fee of all graduate students rather than only those carrying six credits or more. The reasoning is that, unlike the undergraduate, the graduate student working on his thesis or carrying a course or two is, with the exception of a few categories of student, spending full time on the campus and making full use of its library, Union, and other facilities, at the same time contributing less than his share toward their maintenance. Dean Darley cited supporting figures, showing that substantial numbers of graduate students use health services. He made the following proposal:

The Graduate School recommends that the present regulations concerning the payment of incidental fees by graduate students be modified as follows:

1. With the exception of the classes of students noted below, all graduate students should be required to pay full incidental fees during the quarters of the academic year.
2. Teachers in service in the secondary schools of the Twin Cities and surrounding areas shall not be required to pay any incidental fee, if registered for five credits or less, or thesis only. For purposes of definition, this group includes teachers currently employed in secondary schools and registering primarily for late afternoon and Saturday classes.
3. Ph.D. candidates now required to register in the quarter in which their final oral examination is held, but not otherwise actually resident on campus, shall not be required to pay incidental fees for that final quarter of registration.
4. Graduate students, whose registration represents research work only and who are carrying on such research away from the Minneapolis or St. Paul campus, shall not be required to pay incidental fees. For purposes of definition, this group will include some "thesis only" registrations, some "topics" courses, and some "independent study" courses. The primary clue is the absence of a campus or Twin City residence address on the student's papers.

VOTED to recommend the above proposal to the University Committee on Fees.

Respectfully submitted,

Margaret L. Davis, Secretary

ant
Master of Arts Degree in Art History with special emphasis on preparation for museum work.

I Prerequisites

1. An undergraduate major in art history of approximately 27 credits of Senior College courses or equivalent with permission of graduate advisor.
2. Some experience in studio work, preferably design, is recommended.

II Requirements

1. Forty-five credits of course work including a minimum of 27 credits in art history and criticism. The other 18 credits will be divided between studio courses in design and courses from outside the department of art.
2. A thesis in the history or criticism of art.
3. Approximately half the total time of the candidate over a two-year period will be devoted to intern work in the museums of the Twin Cities. The student will be introduced to all the problems of working in or administering a smaller museum. He will be given experience in curatorial work, preservation of works of art, planning of educational programs, organization of loan exhibitions, etc.
4. Reading knowledge of one foreign language, preferably French or German.

NOTE: This degree, which is given in cooperation with the Walker Art Center, will equip a candidate to work in a museum of any size, but is primarily intended to fit him for a position in a smaller art museum or community art center. To this end, the internship will put special emphasis on the training of the student in all aspects of museum work.

request for
incidental fees by graduate students

April 23, 1952

W.D.
L. J. ...
for ...

Dean Henry Schmitz
CofH 202 (StP)

Dear Dean Schmitz:

On several occasions over the past few years, the problem of health service for graduate students has been raised, in terms of the present regulations regarding the payment of incidental fees. As you know, graduate students carrying five credits or less and graduate students registered only for thesis are not required to pay incidental fees and are not, therefore, eligible for medical service on campus.

The Executive Committee of the Graduate School has reviewed this problem, considering evidence presented by Dr. Doynton, by Mr. Pettengill and by individual faculty members concerned with the issue. We have also analyzed our own registration figures, as a basis of formulating recommendations regarding a new policy.

At a recent meeting of the Executive Committee of the Graduate School, the following recommendations were adopted, and we have been asked to transmit them to the Fee Committee for its consideration.

The Graduate School recommends that the present regulations concerning the payment of incidental fees by graduate students be modified as follows:

1. With the exception of the classes of students noted below, all graduate students should be required to pay full incidental fees during the quarters of the academic year.
2. Teachers in service in the secondary schools of the Twin Cities and surrounding areas shall not be required to pay any incidental fee, if registered for five credits or less, or thesis only. For purposes of definition, this group includes teachers currently employed in secondary schools and registering primarily for late afternoon and Saturday classes.
3. Ph.D. candidates now required to register in the quarter in which their final oral examination is held, but not otherwise actually resident on campus, shall not be required to pay incidental fees for that final quarter of registration.

Secondary schools
in ...

Dean Henry Schmitz

-2-

April 23, 1952

4. Graduate students, whose registration represents research work only and who are carrying on such research away from the Minneapolis or St. Paul campus, shall not be required to pay incidental fees. For purposes of definition, this group will include some "thesis only" registrations, some "topics" courses, and some "independent study" courses. The primary clue is the absence of a campus or Twin City residence address on the student's papers.

This recommendation by the Executive Committee may, of course, require certain managerial changes in registration materials, and certain revised instructions to the contact staff in Dean Summers' office and in our office. We should like to suggest that the group not paying incidental fees be given a prepared statement informing them that they are not eligible, therefore, for certain services covered by the incidental fee payment.

This is, however, merely a suggestion.

On the basis of the number of graduate students not paying incidental fees in the fall quarter of 1951, we estimate that this policy revision would continue to exempt from incidental fees approximately 200 graduate students during the academic year and would no longer exempt from incidental fees approximately 550 graduate students. If these figures on exemptions hold for 1952-53, the policy that we are recommending should gross approximately \$21,000 per academic year of additional incidental fee income. The discussion of the Graduate School took account of the use made by graduate students of the range of facilities supported by the incidental fee, and, at the same time, attempts to take account of the categories of students whose work on campus does not really represent resident graduate study.

Yours sincerely,

John G. Darley
Assistant Dean and
Professor of Psychology

JGD:DM

cc / Mr. Ruth Boynton

MA
File

Fees Committee

April 8, 1952

Memo for Files:

I recently wrote to the Fees Committee, with the concurrence of Dean Blegen, asking that the committee establish a policy under which resident tuition rates only would be charged to holders of nonservice fellowships received from sources other than governmental and industrial donors.

At the invitation of the Fees Committee, I met with them this morning (April 3, 1952), and was unable to obtain the ruling that we had recommended.

The position of the Fees Committee is that our 20 tuition fellowships, recently granted, cover the kinds of cases in which we are interested and do not involve the establishment of any further differential policy regarding the resident-nonresident payment categories.

Since the Fees Committee would not rule as we had recommended, I said that we would return within a year if we found the number of tuition fellowships to be inadequate to cover our needs.

The explicit policy of the Fees Committee, which may later appear in their minutes, is that any fellowship holder not receiving tuition remission and not giving service will pay at the rate appropriate to his resident status.

It now appears to me that our problem is one of managing the award of the 20 tuition fellowships. I suggest that Dean Blegen retain the management of these awards in our hands, making the decisions in each case on the basis of informal communications and/or interviews with the winners of the fellowships. This suggests that after the first fellowship decisions are made, a letter be sent, asking the individual to come in for the determination of the tuition fellowship award.

John G. Darley

Recommended policy re. payment of incidental fees:

The Graduate School recommends that the present regulations concerning the payment of incidental fees ^{by Graduate students} be modified as follows:

1) With the exception noted below, all graduate students ^{should} be required to pay full incidental fees ^{during the academic year}, regardless of their credit load or thesis only registration.

2) Teachers in service, ~~who~~ shall not be required to pay any incidental fee. For purposes of definition, this group includes teachers ^{in teaching} ~~commonly~~ employed ^{and} registering primarily for late afternoon and Saturday classes.

3) PhD candidates registering in the quarter in which their final oral examination is held but not otherwise actually resident on campus shall not be required to pay incidental fees for that quarter.

4) Graduate students whose ~~registration~~ ^{registration}

represents research work only and who are carrying on such research away from the ~~campus~~ Dept. of St. Paul campus. For purposes of definition, this group will include some "thesis only" registrations, some "topics" courses, and some "independent study" courses. The primary cue is the absence of a campus or Twin City residence address on the student's papers.

Estimated additional incidental fee income:

Present quarterly incidental fee: \$ 15.85

Fall, 1951 Total of Graduate Students

<u>not</u> paying	751	27%
a. Thesis only	334	12%
b. 5 credits or less	417	15%

(NOTE: Percentages ^{above} are of total fall '51 graduate enrollment, excluding Mayos)

Our basis of percentages derived from analysis of fall '49 enrollment,

Basis in N of 1951 { 24% of non-payers are in education = 180
3% is crude estimate of other 2
recommended category of non-payers = 23

Total non-payers, as recommended 203

Balance paying (751 - 203) = 548

Total fall quarter gross (548 x 15.85) = \$ 8685.80

Annual gross (fall quarter x 2.4) = 20845.92

UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14

OFFICE OF ADMISSIONS AND RECORDS

In reply refer to

April 16, 1952

John G. Darley, Assistant Dean
Graduate School
323 JohH

Following is a tabular listing of students not paying the incidental fee fall quarter 1951.

College	Total Students	Students Not Paying Incidental Fee	
		Off Campus	On Campus
General College	1050	0	1
University College	44	0	1
Science, Literature, Arts	5161	0	158
Institute of Technology	1923	24	31
Agriculture, Forestry, Home Economics	1228	0	21
Law School	382	0	2
Medical School	610	112	0
Medical Technology	73	5	5
Physical, Occupational Therapy	89	11	1
Nursing	232	95	0
Public Health	241	44	3
Dentistry	352	0	1
Dental Hygiene	92	0	0
Pharmacy	338	0	8
Education	1787	0	160
Business	597	0	7
Graduate School	3084	510	751
Veterinary Medicine	189	0	0
Total Minneapolis & St. Paul Campus	17472	801	1150

*5 in all
less.*

1. Off campus students, exempt from incidental fee, include:
 - IT - Work Study Program
 - Med - Internships
 - Med Tech - Practical Work
 - P & O Therapy - Practical Work
 - Nursing - Affiliates, Regular Students exempt 1st & 2nd qtr. freshman
 - Public Health - Field Work and Internships
 - Graduate School - Mayo Fellows.

2. On campus students, not paying the incidental fee, are those taking less than 6 credits.

Excluding Off-Campus students exempt from the incidental fee the relationship of students not paying the incidental fee to total students is as follows:

Division	Total	Students Not Paying Incidental Fee	
		Number	Percent
Graduate School	2574	751	29.1
Undergraduate Colleges	14097	399	2.8
Total	<u>16671</u>	<u>1150</u>	<u>6.8</u>


T. E. Pettengill,
Recorder

TEP/ph

cc: Dean Henry Schmitz

MAR 22 1952

UNIVERSITY OF MINNESOTA
STUDENTS' HEALTH SERVICE
MINNEAPOLIS 14

March 21, 1952

Dr. John G. Darley
Assistant Dean, Graduate School
323 Johnston Hall
University of Minnesota

Dear Jack:

I am attaching what information we are able to get at this time about the use of the Health Service by graduate students.

We do not have a tabulation of graduate students who have come to the Health Service out-patient department for general medical care. However, I do have information on the number who have made use of the mental hygiene clinic, those who have made appointments in our eye department and those who have been seen in the allergy clinic.

I have set up this information on the attached sheet, using the percentage of graduate students to the total enrollment on the basis of the figures which you gave me the other day. I realize that this is not absolutely accurate, but I think it is sufficiently so for this purpose.

I am sorry that we did not keep a list of the graduate students who were not eligible for Health Service but came in asking for help. We started this only about a week before your letter came. Nor do we have a list of those graduate students not eligible for care but who were given care here because of emergency of the need. From the information which we have it is evident that the graduate students on the campus make as much use, and in many cases more use, of the Health Service than do the undergraduate students.

I shall be very glad to meet with you or the Executive Committee of the Graduate School at any time you may wish.

Sincerely yours,



Ruth E. Boynton, M.D.
Director

REB/A
Enc.

STUDENTS' HEALTH SERVICE

Academic Year 1950-51

Students entitled to Health Service:

Total enrollment:	18,000
Graduate School enrollment:	2,465* - 13%

Use of Health Service, 1950-51:

Mental Hygiene

Of the total number of new patients seen in the mental hygiene clinic, 21.2% were in the Graduate School, although graduate students comprise only 13% of the students eligible for care.

Hospitalization

Of the total number of admissions to the Students' Health Service hospital for the calendar year January 1, 1950 through December 31, 1950, 15.4% were graduate students.

Figured in another manner, 5.9% of graduate students were hospitalized, and 5.1% of undergraduate students.

Eye Consultation

14% of students given refractions were graduate students.

Allergy Consultation

11.4% of the appointments for the allergy clinic were graduate students.

*Estimated on basis of 3400 total, minus 500 Mayo Fellows, minus 15% carrying less than 6 credits.

	(1) # of students with fee statements				(2) # thesis only				(3) # 5 credits or less				(4) Total no incidental fees				
	N	F	S	T	N	F	S	T	N	F	S	T	N	F	S	T	
Agricultural Sciences	309	9.9			28	.09	17.6		65	.21	13.8		93	.30			14.8
Biological Sciences	69	2.2			2	.03	1.3		15	.22	3.2		17	.25			2.7
Education	482	15.5			26	.05	16.4		125	.26	26.6		151	.31			24.0
Psychology, etc.	180	5.8			5	.03	3.1		34	.19	7.2		39	.22			6.2
Language & Literature	283	9.1			13	.04	7.2		47	.17	10.0		60	.21			9.5
Medical Sciences	497	16.0			13	.03	8.2		22	.04	4.7		35	.07			5.6
Physical Sciences	617	19.9			25	.04	15.7		92	.15	19.6		117	.19			18.6
Social Sciences	578	18.6			36	.06	22.6		60	.11	12.8		96	.17			15.3
Other	88	2.8			11	.13	6.9		9	.10	1.9		20	.23			3.2
No Record	4	.1			0	.00	0		0	.25	.2		1	.25			.2
Totals	3107	99.9	2728		159	.05	334.12		489	.15	419.15		629	.20	751	.27	100.1

571
12
2855
211
1565
1291

571
751
2004
1102
17024

~~Bursar 6223~~
 Adm & R 6283
 Health Service 169-7015

Students registered for less than 6 cr do not pay incidental fee; this amounts to 27% of grad. students

Incidental fee per yr. 26.00 per yr. of teaching at least 1/2 time for previous 12 mos.

~~Per~~
~~Sp~~

- All U. Congress .15
- Library 1.00
- Union 4.00 (3.20^A + .80)
- PO .20
- Add. Bk .30
- U. Band .20
- Daily .85
- Counc. Bsn 1.00
- Speech Clin .25
- Leisure .50
- Prof C. .45
- Tennis .05
- Stud. Act. Bsn

IT+.85
 for The Technolog

Total 15.85
 3
 47.55

500 will have to pay
 200 will not
 \$20,000

UNIVERSITY OF MINNESOTA
INSTITUTE OF TECHNOLOGY
MINNEAPOLIS 14

115
1032

For
Ex 1000
(but not
for March
11)

DEPARTMENT OF CHEMICAL ENGINEERING

March 5, 1952

Dean Theodore C. Blegen
Graduate School
319 Johnston Hall

Dear Dean Blegen:

The ad hoc committee of the Graduate School which was to investigate the feasibility and desirability of granting a degree, either M.S. or Ph.D., in the general field of Fluid Mechanics, has held one meeting. The members unanimously agreed that there was a need for such a degree.

It was apparent, however, that there would be some discussion concerning the exact designation of such a degree and the requirements and mechanics to be imposed upon the candidate. Therefore it seems at this time that no bulletin copy will be available by March 15, but it is hoped that some firm conclusions may be reached some time in the spring.

Very truly yours,

Neal R. Amundson

Neal R. Amundson
Professor

NRA:rn

CC: Newman A. Hall
Rudolph Hermann
Richard Jordan
Lorenz G. Straub
Hugh L. Turrittin