

MINUTES OF THE
UNION BOARD MEETINGS

1941-42

UNION BOARD ATTENDANCE RECORD - 1941

	May 15	May 21	May 28	June 13	July 16	Oct. 1	Oct. 8	Oct. 15	Oct. 22	Oct. 29	Sept. 25	Nov. 5	
Mr. Middlebrook	✓	ab	ab	ab	ab	ab	ab	✓	✓	✓	ab	ab	
Mr. Pierce	ab	✓	ab	ab	✓	✓	✓	✓	✓	✓	ab	✓	
Mr. Vaile	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Mr. Williamson	✓	ab	ab	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Margaret Anderson	✓	✓	✓	✓	✓	ab	✓	✓	✓	✓	✓	✓	
Edwin Braman	✓	✓	✓	✓	ab	ab	✓	✓	✓	✓	✓	✓	
Ruth Caley	✓	✓	✓	ab	ab	✓	✓	✓	✓	✓	ab	ab	
John Clark	✓	ab	ab	✓	ab	✓	✓	✓	✓	✓	✓	✓	
Mary Dealy	✓	✓	✓	✓	ab	✓	✓	✓	✓	✓	✓	✓	
William Dunsworth	✓	✓	✓	✓	ab	✓	✓	✓	✓	✓	✓	✓	
Lyle Hanse	✓	✓	✓	ab	ab	✓	✓	✓	✓	✓	✓	✓	
Daniel Magraw	✓	ab	✓	✓	✓	✓	ab	✓	✓	✓	✓	✓	
Ernest McIver	✓	✓	✓	✓	ab	✓	✓	✓	✓	✓	✓	✓	
Jeanne McQuarrie	✓	✓	✓	ab	ab	ab	✓	✓	✓	✓	✓	✓	
Maxine Peterson	✓	✓	✓	ab	ab	✓	✓	✓	✓	✓	✓	ab	
Warren Richard	✓	✓	✓	ab	ab	✓	✓	✓	✓	✓	✓	ab	
Robert Tiffany	ab	✓	ab	ab	ab	<i>Board Term Ended</i>				✓	✓	✓	
Albert Wedge	✓	✓	✓	✓	ab	✓	✓	✓	✓	✓	✓	✓	
Alice Wendell	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Miss Hamilton	✓	✓	ab	✓	ab	✓	✓	✓	✓	✓	✓	✓	
Mr. Higgins	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Mr. Stenson	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
E. M. Kirkpatrick	ab	✓	ab	ab	<i>Union Board term ended</i>								
Clara M. Brown						✓	✓	✓	✓	✓	✓	✓	
Emil Behrens								✓	✓	✓	✓	✓	
William S. Carlson													

† Special Meeting
 * Executive Com. Meeting

	†				*								†							
Nov. 12	Nov. 14	Dec. 3	Dec. 29	Jan. 7	Jan. 14	Jan. 21	Jan. 28	Feb. 4	Feb. 11	Feb. 18	Feb. 26	Mar. 4	Mar. 21	Apr. 1	Apr. 8	Apr. 15	Apr. 22	Apr. 25	Apr. 29	May 6
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UNION BOARD MEMBERS

May, 1941 - May, 1942

Anderson, Margaret, A'42, 5/41-5/42; Dr 2942; Evening Dance
Committee Sponsor, Merit System Committee
Braman, Edwin, A'43, 5/41-5/43; Lo 9428; Public Relations
Chairman, House Committee
Caley, Ruth, A'44, 5/41-5/43; Comstock; Dance Instruction
Sponsor, Noon Activities Sponsor, Program Co-
ordinating Committee
Clark, John, A'42, 5/40-5/42; Re 3632; Finance Chairman,
Public Relations Committee
Dealy, Mary, A'43; 5/41-5/43; Comstock; Tournament Sponsor,
Public Relations Committee
Dunsworth, William, A'42, 5/40-5/42; Lo 4912; President,
Executive Committee
Hamilton, Mary, Gl 3296; Program Consultant
Hanse, Lyle, A'44, 5/41-5/43; Dr 3222; Mixer Sponsor, Program
Co-ordinating Committee
Higgins, G. Ray, Du 4833; Secretary
Kirkpatrick, E. M., 5/40-7/41, Ex 438; Liaison Committee
Magraw, Daniel, A'43, 5/40-5/42; Em 0102; Outing Chairman,
Merit System, Liaison Committee
McIver, Ernest, B'42, 5/41-5/42; Gl 1205; Executive Committee,
Program Co-ordinating Chairman
McQuarrie, Jeanne, A'44, 5/41-5/43; Gl 2569; Faculty-Student
Relations Sponsor, Liaison Committee, House Committee
Middlebrook, W. T., 5/40-5/43; Ex 705; Finance Committee
Peterson, Maxine, A'42, 5/40-5/42; Gl 2434; Fine Arts Sponsor;
Executive Committee, Program Co-ordinating Committee
Pierce, E. B., 5/40- ; Ex 635; House Committee
Richard, Warren, IT'42, 5/41-5/42; Em 2753; Merit System
Chairman, Finance Committee
Stenson, H. W., Mi 9034; Program Consultant
Tiffany, Robert, Ed'42, 5/40-5/42; Gl 5941; Afternoon Dance
Sponsor
Vaile, R. S., 5/40-5/42; Ex 356; Executive Committee, Finance
Committee, Merit System Committee
Wedge, Albert, IT'42; 5/40-5/42; Ke 5578; Vice-President,
House Committee Chairman, Executive Committee
Wendell, Alice, MdT'42, 5/41-5/42; Gl 1254; Social Skills
Sponsor, Finance Committee, Public Relations Com-
mittee
Williamson, E. G., 5/40-5/44; Ex 628; Program Co-ordinating
Committee

UNION BOARD OF GOVERNORS

COMMITTEE SET-UP

1941-1942

STANDING COMMITTEES

Executive Committee

Bill Dunsworth, Chairman
W. T. Middlebrook
Al Wedge
Emil Behrens
Maxine Peterson
G. Ray Higgins

Merit System Committee

Peg Anderson, Chairman
Al Wedge
Ruth Caley

Program Co-ordinating Committee

Emil Behrens, Chairman
E. G. Williamson
Mary Dealy
Ruth Caley
Lyle Hanse

Finance Committee

John Clark, Chairman
W. T. Middlebrook
Alice Wendell
Warren Richard

Public Relations Committee

Ed Braman, Chairman
Mary Dealy
Alice Wendell
Lyle Hanse

House Committee

Al Wedge, Chairman
Jeanne McQuarrie
E. B. Pierce
Warren Richard

Liason Committee

Dan Magraw
Jean McQuarrie
Miss Brown

SPONSORED COMMITTEES

<u>Committee</u>	<u>Sponsor</u>
CABINET	Emil Behrens Peg Anderson (Hyam Segell, Pres.)
Evening Dance	Emil Behrens
Afternoon Dance	Ernie McIver
Tournament	Dan Magraw
Fine Arts	Jean McQuarrie
Mixer	Lyle Hanse
(Incl. Faculty Relations)	
Outings	Mary Dealy
Dance Instruction	Ernie McIver
Social Skills	Alice Wendell
Noon Activities	Ruth Caley
War Efforts	Ed Braman
1. Military Contact	Ed Braman, Chairman
2. Military Entertainment	Alice Wendell Harvey Stenson, Chairmen
3. Work Shop	Don Collogan, Chairman

UNION BOARD OF GOVERNORS

COMMITTEE SET-UP

1941-1942

STANDING COMMITTEES

Executive Committee

Bill Dunsworth, Chairman
W. T. Middlebrook
Al Wedge
Emil Behrens
Maxine Peterson
G. Ray Higgins

Merit System Committee

Peg Anderson, Chairman
Al Wedge
Ruth Caley

Program Co-ordinating Committee

Emil Behrens, Chairman
E. G. Williamson
Mary Dealy
Ruth Caley
Lyle Hanse

Finance Committee

John Clark, Chairman
W. T. Middlebrook
Alice Wendell
Warren Richard

Public Relations Committee

Ed Braman, Chairman
Mary Dealy
Alice Wendell
Lyle Hanse

House Committee

Al Wedge, Chairman
Jeanne McQuarrie
E. B. Pierce
Warren Richard

Liason Committee

Dan Magraw
Jean McQuarrie
Miss Brown

SPONSORED COMMITTEES

<u>Committee</u>	<u>Sponsor</u>
CABINET	Emil Behrens Peg Anderson (Hyam Segell, Pres.)
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(Incl. Faculty Relations)	
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Dance Instruction	Ernie McIver
Social Skills	Alice Wendell
Noon Activities	Ruth Caley
War Efforts	Ed Braman
1. Military Contact	Ed Braman, Chairman
2. Military Entertainment	Alice Wendell
3. Work Shop.	Harvey Stenson, Chairmen Don Collogan, Chairman

I N D E X

UNION BOARD MINUTES

May 15, 1941 - April 29, 1942

Accounts Due: 19

Activities: (see Union Board Activities)

Bowling Alley: 22, 24, 38, 39, 45, 56, 91, 92, 107, 144

Building Decorum: 18, 80, 85

Building Hours: 16, 25, 28, 42, 144

Christmas Decorations: 100

Committee Members' Rewards for Service: 7, 8, 64, 75, 170

Convention: 77, 78, 79, 81, 82, 83, 84, 86, 90

Cosmopolitan Club: (see accounts due)

Dances:

Football Frolic: 52

Freshman Twilite: 164

Homecoming: 32, 49, 50, 65

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Teas: 59, Oct. 22 #3

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Convention)

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WSGA: 23, 99, 103, 151

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Displays and Exhibits: 131, 147, 148

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Sunday Program: 37, 143
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WPA Project: 34, 141, 147, 148
WPA Naval Exhibit: 147, 148
Women's Mixer: 164

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University Defense: 104
War Efforts: 142

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War Information Center: 165
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UNION BOARD MINUTES

May 15, 1941

Members absent: Mr. E. M. Kirkpatrick, Mr. E. B. Pierce, and Mr. Robert Tiffany.

1. Election of Officers: The following slate and nominations from the floor were presented:

President: Bill Dunsworth, Dan Magraw
Vice-President: Al Wedge, John Clark
Secretary: G. Ray Higgins
Executive Committee: R. S. Vaile, Ernest McIver, Maxine Peterson, John Clark, Alice Wendell, Peggy Anderson, Dan Magraw

The following candidates were selected:

President: Bill Dunsworth
Vice-President: Al Wedge
Secretary: G. Ray Higgins
Executive Committee: R. S. Vaile, Ernest McIver, Maxine Peterson

2. 1941-42 Budget: The Chairman, Mr. Blake, opened the discussion on the Union budget for next year. The meeting adjourned into executive session while the proposed budget was discussed and accepted.
3. Reports: The Board accepted Mr. Stenson's report, Coffman Union Program, 1940-41, Program Consultants; and Mr. Higgins' reports, Union Budget Explanation, and 1940-41 Interim Report of the Director of the Minnesota Union.
4. Service Keys: Chairman Dunsworth presented to the Board two drawings of service keys which are to be presented to retiring members. Drawing #2 was selected. Miss Hustad quoted the price for the dye and various finishes for keys.

Motion 291

Miss Hustad moved that the Board buy ten gold keys at \$3.00 each and a dye at \$18.00. Passed.

Dr. Williamson suggested that awards be given to outstanding committee chairmen for meritorious service.

Motion 292

Mr. Magraw moved that the matter of awarding keys for meritorious service be referred to the Executive Committee. Passed.

5. Program Co-ordinating Committee:

Motion 293

Mr. Clark moved that the Variety Dance Committee first clear with the Senior Prom Committee and then proceed with plans for a semi-formal dance on May 29, the outside limit of expense to be \$90. Passed.

6. Date of Meetings:

Motion 294

Miss Dealy moved that the regular dinner meeting of the Union Board be on Wednesday. Passed.

7. Board Office Keys:

Motion 295

Mr. Magraw moved that every Board member be given a key to the Union Board office. The motion was not passed.

A key to the Board office will be available at the Information Desk for Board members.

8. Recognition Banquet: Mr. Stenson reviewed the policy of the Board's sponsoring a recognition banquet for individual and team champions (excluding football teams) who have won conference contests. Mr. Stenson was requested to continue investigation and plans, and the matter was referred to the Executive Committee.

Respectfully submitted,

G. RAY HIGGINS, Secretary

Union Board of Governors

UNION BOARD MINUTES

May 21, 1941

Members absent: Mr. John Clark, Mr. Dan Magraw, Mr. W. T. Middlebrook, and Dr. E. G. Williamson

1. Correction of Minutes:

Motion 296

Mr. Vaile moved that the minutes of the meeting of May 7 be amended to include the names of the new members of the Board. The motion was passed.

The names to be added to Item 11 of the minutes are Margaret Anderson, Ed Braman, Ruth Caley, Mary Dealy, Lyle Hanse, Ernest McIver, Jeanne McQuarrie, Warren Richard, and Alice Wendell.

2. Executive Committee: Mr. Al Wedge presented to the Board the following suggestions for rewarding Union Board committeemen who have rendered meritorious service in the past year: (1) A dance on May 29; cost, \$70. (2) A dinner; cost, \$25 (3) Sending personalized letters to all who have special work, and a form letter to all committee workers.

Motion 297

Mr. Wedge recommended that the third suggestion (sending letters) be adopted by the Board. The recommendation was passed.

Motion 298

Mr. Vaile moved that the Public Relations Committee be requested to bring in, early in the fall, a recommendation concerning the recognition of workers on Union activities. Passed.

3. Parking Lot: Mr. Ernie McIver reported that he had contacted Professor Jones, the University architect, and had discussed with him the proposed plan of a parking lot at the rear of the Union. Mr. Jones is decidedly against such a plan. The general concensus of opinion of the Board was that the area under discussion should not be converted into a parking lot. It was suggested that a report could be sent to the President's office opposing this action.

Motion 299

Mr. Pierce moved that the report of the Executive Committee be received, and that the committee continue to investigate the matter. Passed.

4. Evening Students' Association: Mr. Higgins reported that the President's Committee on classification of organizations had given the Evening Students' Association a class "A" rating. The question now before the Board is whether or not this organization shall be granted the use of the Ballroom for two Saturday night dances a year. The chairman referred this

matter to the House Committee with the request that they confer with the Evening Student group and bring back a recommendation to the next Board meeting.

5. Recognition Dinner: Mr. Ed Braman informed the Board that the banquet honoring individual and team champions in sports (other than football) will be held Monday, May 26, at 6:00 p.m.

Motion 300

Ed Braman moved that the outside limit of expense for the banquet be set at \$50. Passed.

6. Nominating Committee: Mr. Higgins discussed the letter sent by Kenneth Block, the chairman of the Nominating Committee, in answer to the request of the Board for a more detailed report on the reasons for rejecting candidates who filed for the Board. Mr. Block stated that an adequate report has already been submitted to the Union Board and the All-University Council.

Motion 301

Mr. Vaile moved that this letter be accepted as a supplementary report of the Nominating Committee. Passed.

7. Committee Preferences: Board members indicated on slips of paper the committees on which they preferred to work. The Executive Committee will review these choices and appoint chairmen and sponsors.

8. Liaison Committee Election:

Motion 302

Mr. McIver moved that the ^{Union Board members of the} Liaison Committee be composed of one non-student member, one male student, and one woman student member. Passed.

Motion 303

Mr. Vaile moved that Mr. Kirkpatrick be continued as the non-student member of the Liaison Committee until he is definitely replaced by appointment by the President. Passed.

Dan Magraw and Jeanne McQuarrie were the two student members nominated. The secretary was requested to cast a unanimous ballot for Dan Magraw and Jeanne McQuarrie.

9. Snow Week Filing: The Chairman reported that at this time of year there is no active interest in Snow Week filing; therefore, filing will open the first part of Fall Quarter.
10. Outing Committee: Bill Dunsworth announced that the vacancy of chairmanship on the Outing Committee (caused by his being elected President of the Board) will be filled by Dan Magraw.

11. Union Board Agenda: The Chairman informed the Board that he will be in the Union Board office sixth hour on Wednesdays, and all matters to be discussed at the Board meeting that evening should be entered on the agenda at that time.
12. Outdoor Meetings: Mr. Higgins led the discussion on the problem of groups holding mass meetings on the front steps of the Union. During nice weather, with all windows open, the commotion and noise from the public address speaker penetrates the offices of the Union. The Board felt that action should be taken by the administration and that the Board should send in a recommendation on the matter. The Chairman referred the matter to the House Committee to contact and to present a recommendation to the administration.
13. Union Board Vacancies: The Board members discussed various possible procedures of fulfilling vacancies on the Board. It was agreed that the definite procedure should be incorporated into the By-Laws as soon as possible. The matter was referred to the Executive Committee.
14. Summer Operation of Union: A discussion on the operation of the Union during the summer was led by Mr. Higgins. No action was taken.

The next Board meeting will be at 5:30, May 28, in Room 353.

Respectfully submitted,

G. RAY HIGGINS, Secretary

Union Board of Governors

UNION BOARD MINUTES

May 28, 1941

Members absent: Miss Mary Hamilton, Mr. John Clark, Mr. E. M. Kirkpatrick, Mr. W. T. Middlebrook, Mr. E. B. Pierce, Mr. Robert Tiffany, and Dr. E. G. Williamson

1. Correction of Minutes: Motion 302 of the May 21 Minutes was corrected by Mr. Vaile to read: "moved that the Union Board members of the Liaison Committee be composed of"

Bill Dunsworth corrected Item 10 to read that the chairmanship of the Outing Committee was filled by Dan Magraw.

2. Committee Appointments:

Motion 304

Mr. Vaile moved approval of the appointments of standing committee chairmanships and sponsorships of the activities committees as recommended by the Executive Committee. Passed.

3. House Committee:

Motion 305

Mr. Wedge moved that the Union be closed on Saturdays and Sundays during summer session. Passed.

Motion 306

Mr. Vaile moved that the matter of the Union closing hour on week days be referred to the Executive Committee, with power to act. Passed.

Motion 307

Mr. Wedge moved that the Evening Students be granted the continued use of the Union for the Holiday Frolic and informal meetings and that the date for the May Frolic be set sometime during the next year. Passed.

Motion 308

Mr. Wedge moved that a letter be sent to the Administration requesting them to limit the amount of use of the area immediately in front of the Union for meetings so as to preserve the continuity of the Union program and meetings without interruption by the public address system, etc. Passed.

The chairman referred this matter to the House Committee.

4. International Costume Ball: Mr. Higgins read a letter addressed to the Board from Mr. Carroll Geddes, student financial adviser. The Union Board was requested to cancel the Ballroom rental charge of \$30 for the International Ball of February 28, 1941, sponsored by the Cosmopolitan Club.

Motion 309

Dan Magraw moved that the Union Board defer payment of the Ballroom rental until such time as the Cosmopolitan Club may be capable of paying it. Passed.

5. National Recreation Association:

Motion 310

Al Wedge moved that the Union Board continue its affiliation with the National Recreation Association. Passed.

6. Union Parking Lot: Ernie McIver reported plans are progressing for the Union parking lot, as approved by the Regents. Present plans include having an attendant in charge. A parking fee is also being considered.
7. Freshman Week: The Chairman referred the matter of participation in the activities of Orientation Day to the Public Relations Committee.

8. Union Pamphlets:

Motion 311

Miss McQuarrie moved that the Board authorize the staff and the Public Relations Committee to prepare pamphlets about the organization and activities of the Union for distribution next fall, the budget for this publicity material to be referred to a summer quorum board meeting. Passed.

9. Open House: The chairman suggested that a chairman be appointed to take charge of Open House this year. The matter was referred to the Program Co-ordinating Committee and the Public Relations Committee.
10. Letters to Committeemen: The writing and sending of letters to Union Board committeemen of the past year was referred to the Merit System Committee and the Public Relations Committee.
11. Bowling Leagues: Mr. Higgins submitted to the Board the request from the Farm Campus for at least 12 alleys for league bowling on Wednesday night next year.

Motion 312

Ernie McIver moved that a limit of 12 alleys on Wednesdays be set for league bowling, and that the recommendation for bowling leagues on the other nights be referred to the House Committee. Passed.

12. Next Board Meeting: The next board meeting will be in the form of a steak fry at Mr. Higgins' home on Friday, June 13, Members are to R.S.V.P. by Tuesday, June 10.

Respectfully submitted,
G. RAY HIGGINS
Secretary

UNION BOARD MINUTES

June 13, 1941

Members absent: Miss Ruth Caley, Mr. Lyle Hanse, Mr. E. M. Kirkpatrick, Miss Jeanne McQuarrie, Mr. W. T. Middlebrook, Miss Maxine Peterson, Mr. E. B. Pierce, Mr. Warren Richard, Mr. Robert Tiffany

1. W.S.G.A. Dancing Class: Ernie McIver presented to the Board the request from the W.S.G.A. for a blanket reservation of one of the large meeting rooms (325-6-7-or 343-4-5) for two noon hours a week for a girls' dancing class.

Motion A-23

The Program Co-ordinating Committee recommends that W.S.G.A. be given the use of one of the large conference rooms two noons a week for Fall Quarter. The recommendation was approved by the Board.

2. League Bowling: Mr. Higgins clarified a mistake in the request from the Farm Campus for league Bowling. The request should have been presented as follows: 12 alleys on Monday and Wednesday nights, beginning at 7:30, from the first week in October to the middle of March.

Miss Hamilton suggested that an attempt be made to determine the number of people turned away on the nights of league bowling play.

Motion A-24

Mr. Vaile moved that (1) The Board make an allocation of bowling alleys for league play on the same basis as last year. (2) This action be immediately reported to Mr. W. R. Smith. (3) If Mr. Smith has some requests for minor changes, that the summer quorum be given authority to negotiate with him in respect to that change, with power to act. (4) Mr. Smith be requested to file with the Board a complete list of assignments for league bowling. Passed.

3. Union Closing Hours: The Chairman reported that he had discussed the Union closing hours for summer with Mr. Goff and Food Service. Mr. Goff said that closing the building later than 6 p.m. would incur an expense of \$180 a month (\$90 a month for another employee and \$90 a month for electricity). Food Service indicated that they had not intended to serve evening meals.

Motion A-25

Mr. Wedge moved that the building close at 6 p.m. Monday through Thursday, except on occasions approved by the Director of Summer Session and the Union Director. Passed.

4. Summer Session Program: Miss Hamilton presented the following skeleton activities program for summer session:
Monday: Bridge instruction and bowling instruction;
Tuesday: Music listening hour and social dancing;
Monday and Wednesday: Record lending library; Thursday:
Dance Instruction; Friday: 3 W.P.A. Symphony Broadcasts,
and coffee hour.

5. Open House:

Motion A-26

Ed Braman recommended the appointment of Alberta Dowlin as chairman of Open House and that the date of Open House be set for Thursday, October 2. The recommendation was passed by the Board.

Respectfully submitted,

G. RAY HIGGINS, Secretary

Union Board of Governors

UNION BOARD MINUTES

July 16, 1941

Members present: Miss Peggy Anderson, Mr. G. Ray Higgins, Mr. Dan Magraw, Mr. E. B. Pierce, Mr. Harvey Stenson, Mr. R. S. Vaile, Miss Alice Wendell, and Dr. E. G. Williamson.

1. Presiding Officer:

Motion A-27

Dr. Williamson moved that following the procedure of Robert's Rules of Order that the Secretary preside as Chairman of the meeting of the Board. Passed.

2. Union Bldg. Closing Hours: Mr. Higgins reported that Mr. T. A. Teeter, Summer Session Director, had requested the serving of an evening meal during the second session of summer school. This would necessitate keeping the building open until 8 o'clock. Mr. Felber has agreed to a week's experimental period during the first week of the second summer session.

Motion A-28

Dr. Williamson moved that the Board approve the recommendation to try the experiment of having the Union building remain open until 8 o'clock for the first week of second session of summer school; the decision as to closing time during the remainder of the session to be left with the Director after he learns about the experimental outcome of the use of the cafeteria. Passed.

3. Union Brochure: Mr. Stenson presented an outline of the Union program booklet to be published for distribution this fall. The publication will be a 16-page pictorial and descriptive presentation of the Union program. It was decided to order enough booklets for general distribution this fall and for the new classes within the next year.

Motion A-29

Dr. Williamson moved that the Board appropriate \$650, as per the estimate presented by the Director, for 15,000 copies of the Union brochure. Passed.

4. Union Summer Program: Mr. Stenson gave a resume of the summer activities and the enthusiastic manner in which the summer school students are participating in the program.
5. Union Board Vacancy: It was suggested that the Secretary notify the President of the University of the vacancy on the Board caused by the expired term of Mr. Kirkpatrick.

6. Union Staff Changes: Mr. Higgins informed the Board that the Account Clerk and Clerk Stenographer on the regular Union staff have accepted other positions and that the vacancies are being filled immediately.
7. Identification System: Dr. Williamson led a brief discussion on the fallacies of the present identification system and possible improvements thereof.

The meeting was adjourned.

Respectfully submitted,

G. RAY HIGGINS

Secretary

REPORT OF UNION PROGRAM CONFERENCE

July 31, 1941

Present: G. Ray Higgins, Harvey Stenson, Mary Hamilton

I. Union Committee System

It was agreed that one of the important needs in the 1941-42 Union program was the strengthening of the Union committee system and merit rating plan. This was to be accomplished by installing a graphic method for committee reports.

- A. These reports would indicate when meetings were held, who was present, and whether or not the final activities report had been filed in the Program Consultants' office.
- B. By holding regular, periodic meetings of the activities chairmen. Encouraging them to elect a chairman and secretary.
- C. By providing a Union committee activities office.
- D. By installing a systematic posting of Union committee meeting dates and locations.

II. University Relationships

It was agreed that a continuous policy of informing the University faculty and staff as to the aims, objectives, and types of Union program was also important. One of the most effective methods in accomplishing this end was felt to be notifying the department heads of the Union's willingness to:

- A. Sponsor a departmental coffee hour.
- B. Use departmental motion pictures or exhibits to build interest in departmental activities.
- C. To schedule departmental speakers or motion pictures as part of the Union program.

III. Program Planning

- A. After a complete inventory of the past program, it was agreed that we should continue all previous programs during the next year.
- B. For fall quarter, it was agreed that we should attempt to include the following programs:
 - 1. Personal Development Course
 - 2. Tournaments
 - 3. Bridge Instruction
 - 4. Graduate Party
 - 5. Bus Trips
 - 6. Discussion Groups
 - 7. Singing Hours
- C. There was some question as to whether or not it would be advisable to include the following in the fall quarter:
 - 1. Ride-Outs
 - 2. Splash Parties

IV. New Program Projects

The following were suggested as new programs for the coming year:

- A. Planning occasional inexpensive, formal student dances
- B. Developing the music browsing library idea
- C. Planning of foreign broadcasts
- D. Publicizing Union Board members and committee chairmen
- E. Publicizing convocation speakers
- F. Expanding art appreciation (personal art possessions exhibit)
- G. Grooming clinic

UNION BOARD MINUTES

Thursday, September 25, 1941

4 p.m.

Members absent: Mr. Middlebrook, Mr. Pierce, and Miss Caley

- I. New Board Members: The Board members welcomed the new faculty representative, Miss Clara Brown, who replaces the retiring faculty member, Mr. Ivan Kirkpatrick.
2. Open House: In the absence of the chairman, Alberta Dowlin, Miss Hamilton outlined the expenses to be incurred at the Union Open House, Thursday, October 2. The estimated cost of this program is to be approximately \$112. The major expense item is that of an orchestra for a dance to be held the afternoon of Open House.

Motion A-30

Mr. Al Wedge moved the approving of the proposed budget for the 1941 Open House in the amount of \$112. The motion was carried.

3. Board Vacancy: The president reminded the Board of the fact that Robert Tiffany would not fill his position on the Board this year due to military service. After discussion, it was apparent the Board wished to appoint a member to fill this vacancy, and the chairman appointed a committee, with John Clark as chairman, and Miss Maxine Peterson and Mr. Warren Richard as members, to bring in a recommendation as to the procedure for this appointment.
4. Next Board Meeting: It was agreed that the next meeting time would be a dinner meeting held on Wednesday, October 1, at 5:30. The president urged that all sponsors that have not already appointed chairmen to their committees, be prepared to do so at this time.
5. Snow Week: Dan Magraw informed the Board there will be a meeting of his committee in the near future to begin plans for appointing a chairman for Snow Week.
6. Grooming Clinic: Miss Alice Wendell outlined a new program that has been an outgrowth of the Personal Development Course of last year. The Grooming Clinic, as it is called, would consist of a series of mass lectures, as well as individual conferences, for girls on subjects pertaining to personal grooming.

Motion A-31

(a) Miss Wendell moved that the Board appropriate the sum of \$75 towards the partial subsidization of this program. The motion was carried.

(b) The Board also approved Miss Wendell's appointment of Miss Margaret Hagen as chairman.

7. Homecoming Dance: Miss Anderson reported the findings of the orchestra bookings committee and mentioned several bands that are available for the Homecoming Dance.

Motion A-32

Dan Magraw moved to authorize the committee to book Bob Strong's Orchestra, the price not to exceed \$700. Passed.

8. Ballroom Reservations: Mr. Higgins, speaking for Mr. Kildow of the School of Journalism, requested the approval of granting the Ballroom reservation for the State High-school Press Association conference to be held on the campus on November 14.

Motion A-33

It was moved and passed that the Board approve the reservation of the Ballroom for a dinner and dance for this organization on Friday, November 14.

9. House Committee: Mr. Wedge informed the Board that a newly created national military organization had requested office space in the Union. Mr. Higgins supplemented this information with the fact that some other organizations had made similar requests. The House Committee was requested to make a survey of the present assigned offices.

Respectfully submitted,

G. RAY HIGGINS

Secretary

UNION BOARD MINUTES

Wednesday, October 1, 1941

Members absent: Miss Peggy Anderson, Mr. Ed Braman, Miss Jeanne McQuarrie, and Mr. W.T. Middlebrook.

1. Union Director's Report: Mr. Higgins briefly commented on the new Union Activities Booklet, the renovation of the building, the changes in the Union office staff, and the probable future financial difficulties caused by the decrease in student enrollment.
2. House Committee: Mr. Wedge, chairman of the House Committee, asked that the Board members discuss with him in the near future the policies of changing the All-U Council office space, the office bulletin boards, and the use of the public address system in the Union for announcing campus-wide activity notices.

Motion A-34

Mr. Wedge moved that the Music Lending Library be moved to room 316 (off the Fine Arts Reception Room) and that the W. P. A. Project workers be moved to Room 348. Passed.

Motion A-35

Mr. Wedge moved that the Minnesota Foundation be granted their request for Room 231, October 6-10, 1:30-4:30 p.m., for filing for the Foundation Ball. The motion was passed on an experimental basis for similar future requests.

3. Saturday Night Dance Advance Ticket Sale:

Motion A-36

Miss Daley moved that the Board temporarily adopt the policy of the Saturday Night Dance advance ticket sale (50¢ advance, 75¢ at the door) limiting the advance sale from Wednesday to Saturday noon. Passed.

4. W.P.A. Sunday Symphonic Program: Mr. Lyle Hanse informed the Board that for a nominal sum the Sunday Program Committee could present a series of Sunday afternoon concerts by the W.P.A. 55-piece Symphony Orchestra in the Union Ballroom.

Motion A-37

Dean Williamson moved that the Board appropriate \$100 for a trial series of four concerts to be presented in the Union Ballroom by the W.P.A. Symphony Orchestra. Passed.

5. League Bowling: Mr. Higgins informed the Board that Mr. McCormick, of the Athletic Department, had presented a request for the reimbursement of \$300 to cover the cost of league bowling supervision. A survey has shown the approximate cost to the Union for league bowling was also \$300.

Motion A-38

Mr. Vaile moved that the matter of reimbursing the Athletic Department be referred to the Finance Committee, to report back as soon as practical to the Board.

Motion A-39

Mr. Vaile moved that the Board accept the Director's report recommending that the price of league bowling be raised to 50¢ for 3 lines, the new price schedule to be operative at least until the report called for in Motion A-38 was received by the Board. Passed.

6. Federal Tax: It was reported by the Director that beginning October 1 every event sponsored by the Union Board for which there is an admission charge must be taxed 1¢ on every 10¢. Mr. Higgins recommended that this tax not be absorbed by the Union and that the Board attempt to set some standard admission price for the various events.

Motion A-40

Mr. Pierce moved that the tax be assessed, as Mr. Higgins suggested, until the finance committee makes its report, the report to include suggestions on standardizing admission prices. Passed.

7. Chairman appointments: The following appointments for committee chairmen were passed by the Board:

Ann Sothern, Coffee Hour Chairman
Ann Jackson, Saturday Night Dance A
Hyam Segel, Saturday Night Dance B
Dean Ramstad, Quarterback Sessions
Ruth Caley, Noon Activities (temporary)
Emil Behrens, Saturday Fun Nights
Barbara Burnap, Sunday Program

The recommendation of Hyam Segall as chairman of the Swing Session was referred to the Program co-ordinating committee.

8. Board Vacancy:

Motion A-41

The Board passed Mr. Clark's recommendation to announce the opening of filing on Friday, October 3, in the Daily, filing to be opened until Wednesday, October 8, and the candidates selected by the committee to appear before the Board Wednesday, October 15. Passed.

The President appointed Miss Maxine Peterson, Mr. John Clark, Mr. Warren Richard, and Mr. R. S. Vaile as members of the committee to interview candidates who file for the Board vacancy.

10. Leadership Course: There are openings for a boy and girl to represent the Union Board at the Leadership Course series. The President urged that all who were interested contact him for further details.
11. Open House: The Board members were requested to be present at the Union Board Open House Coffee Hour, Thursday, October 2.
12. The next Board meeting will be held at 5:30 p.m., Wednesday, October 15. It will be a dinner meeting.

Respectfully submitted,

G. RAY HIGGINS

Secretary

UNION BOARD MINUTES

October 8, 1941

Members absent: Mr. Dan Magraw, and Mr. W. T. Middlebrook

1. Director's Report: Mr. Higgins commented on co-ordinating the activities of the Farm Union and the Coffman Union; the success of the Open House and the Union Activities Booklets; the article about the Union appearing in the September issue of the Architectural Record; and the bulletins published by the National Association of College Unions.
2. President's Report: Bill Dunsworth urged all Board members to spend more time in the Board office and to pay particular attention to the notices on the bulletin Board.
3. House Committee:

a. Union Holiday Policy:

Motion A-42

The Board approved Mr. Wedge's recommendation that the building be open from 2-8 p.m. on Sundays and school holidays (except Christmas and New Year's Day, when it is closed); and that it will be open from 8 a.m. to 6 p.m. during vacation periods, the facilities to be available to be left to the discretion of the Director.

- b. Christian Fellowship League Blanket Reservation: Mr. Wedge presented to the Board the request of the Christian Fellowship League for room 231 every morning from 8-8:30 (except vacation, holidays, and exam periods) for holding a religious meeting.

Motion A-43

Mr. Vaile moved that the chairman of the House Committee request this organization to investigate the possibility of their using the chapel at the Center for Continuation of Study. Passed.

- c. Y.W.C.A. Blanket Reservations: The Board approved the following blanket reservations for the Y.W.C.A. for fall quarter:
 - Bridge: 346; 4th hour Tues., 7th hour Fri.
 - Knitting: 214; 8th hour Tues.
 - Group Leadership: 346; 8th hour Wed.
 - Book Nook: 214; 8th hour Wed.
 - Co-ediquette: 346; 8th hour Thurs.
 - Globe Trotters: 321; 7th hour Mon.
 - Kitty Foyle: 321; 7th hour Tues.

4. Finance Committee:

- a. Taxes: Because of the 10% tax on all Union activities with a paid admission, the Finance Committee recommended a revised price list which is attached to these minutes.

Motion A-44

The Board passed Mr. Clark's recommendation to accept the new price list, which will go into effect as soon as the Program Consultants deem advisable.

b. League Bowling Prices:

Motion A-45

Mr. Clark recommended that the present league prices be maintained and that 2½¢ per 3 lines be transferred to the Athletic Department to cover their expenses at the end of each quarter, the entire amount for the year not to exceed \$300. Passed.

c. Faculty Bowling League: Mr. Clark presented the request from W. R. Smith of the Athletic Department for a Faculty Bowling League on Wednesday evenings from 9:45 -11:30. Because the building closes at 10 o'clock, this would entail hiring a guard at 35¢ an hour to keep people from going into the rest of the building.

Motion A-46

Mr. Wedge moved that the Board grant the use of the Bowling Alleys to the faculty league from 9:30 to 11:30 p.m. on Wednesdays for the rest of the fall quarter. Passed.

5. Program Co-ordinating Committee:

a. Committee Chairmen:

Motion A-47

The Board passed Mr. McIver's recommendation that for continuous, consecutive, regular programs throughout the year, it is not desirable to have one person serving two chairmanships. (The Board approved the suggestion of including this action in the by-laws.)

b. Joint Sponsorships: Mr. McIver presented the following recommendations: (1) In general, Union programs should be opened to all those in the University who wish to attend. (2) Financial assistance to student organizations should be given through keeping the cost of Union facilities down rather than through subsidization. (3) Union programs should make use of the talent of members of other campus organizations. (4) In general, joint sponsorships are not administratively feasible.

Motion A-48

The Board approved in principle the recommendations of the Program Co-ordinating Committee.

c. Program Committee Members' Office: It was recommended that an office (room 110) be provided for Union Committee workers. The matter was referred to the House Committee.

6. Students in Military Service: The Board approved the plan of contacting former students of the University through letters, copies of the Daily and Alumni Weekly, etc. The matter was turned over to the Public Relations Committee.

7. Homecoming Dance: Miss Peggy Anderson reported that Bob Strong's Orchestra, which had been approved by the Board for the Homecoming Dance, was not available.

Motion A-49

The Board passed Miss Anderson's recommendation of Charlie Spivak's Orchestra at \$850.

Motion A-50

The Board approved the suggestion of investigating the possibility of having the Homecoming Dance continue after midnight.

8. Food Service: The Liaison Committee and the House Committee were requested to review the Food Service policy of room rentals and the cost of dinners, teas, etc.
9. Committee Chairmen Appointments:
 - Outing Committee, Helen Monteith
 - Chess and Checkers Tournaments, Carl Manheimer
 - Cribbage Tournaments, John Midanek, Russell Arnold
 - Bridge Tournaments, Elwood Burger, Bill Cecka
 - Billiard Tournaments, Dick Wilson
 - Table Tennis Tournaments, Kenneth Green
 - Swing Session, Arnold Bellis
10. Gopher Picture: A picture of the Union Board members was taken for the 1941-42 Gopher.

11. Tipping:

Motion A-51

The entire policy of tipping in the Union was referred to a committee to be designated by the President and the Director. Passed.

12. Noon Announcements Broadcast: Mr. Braman recommended that the Union have a 5-minute broadcast over the Public Address system every day at 12:30 noon. This recommendation was referred back to the Public Relations Committee.

13. Saturday Afternoon Broadcast: Mr. Braman informed the Board W.L.B. would broadcast 30 minutes of the Saturday afternoon Football Frolics from the ballroom for a \$5 technical charge.

Motion A-52

Mr. Wedge moved that the Board approve a trial broadcast of the Football Frolic on October 18, arrangements to be made between the Public Relations Committee and W.L.B.

14. Saturday Night Broadcast:

Motion A-53

Mr. Braman moved that the Board approve one trial 15-minute broadcast of the Saturday Night Dance over W.M.I.N., free of charge, the continuity and program to be arranged by the radio station with the approval of the Public Relations Committee. Passed.

15. Service Keys: Mr. Wedge recommended that the service keys be awarded within the first two months of fall quarter for all members serving their last year on the Board.

Motion A-54

Mr. Vaile moved that the matter of awarding service keys be referred to the Merit Committee, to report back at the next meeting. Passed.

16. Liaison Committee Vacancy: Mr. Kirkpatrick's vacancy on the Liaison Committee will be filled at the next Board meeting.

The next meeting of the Board will be Wednesday, October 15, at 5:30 p.m. in room 310, Union.

Respectfully submitted,

G. RAY HIGGINS

Secretary

ADMISSION PRICES

	<u>Past Price</u>	<u>Suggested New Price</u>	<u>New Tax</u>	<u>Price Total</u>
1. Quarterback Session	.05	.04	.01 =	.05
2. Fun Nite	.05	.04	.01 =	.05
3. Twilight Dance	.05	.04	.01 =	.05
4. Waltz Instruction	No Charge		No Charge	
5. Folk Dancing	.05		No Charge	
6. Variety Dance	.10	.09	.01 =	.10
7. Duplicate Bridge Instruction	.10	.13	.02 =	.15
8. Bus Trips	.15	.13	.02 =	.15
9. Spring Picnics	.15	.13	.02 =	.15
10. Skating Parties	.15	.13	.02 =	.15
11. Splash Parties	.15	.18	.02 =	.20
12. Sunlights	.15 Women	.17	.03 =	.20
13. " "	.25 Men	.22	.03 =	.25
14. Saturday Night Dance	.50 Advance	.52	.08 =	.60
15. " " "	.75 At Door	.77	.08 =	.85
16. Ride Outs	.90	.86	.09 =	.95

UNION BOARD MINUTES

October 15, 1941

All members present.

1. Director's Report:

A. Mr. Higgins reported that because of ill health, Mrs. Foster will be unable to continue her position as Union attendant.

B. It has been determined that Board members will be required to pay the tax on all Union activities which have a paid admission.

2. President's Report: Mr. Dunsworth urged all committees to transact official Board business by written correspondence and to keep the Board files up-to-date and in an efficient manner.

3. Program Co-ordinating Committee: The Board approved the revised recommendations relating to Union joint sponsorships with other student organizations. (see attached form)

4. Service Keys: The discussion relative to the time the service keys should be awarded to members of the Board was tabled until the Merit Committee meets and presents a recommendation.

5. Nominating Committee: Mr. John Clark reported that nine candidates had filed for the unexpired term of Bob Tiffany. Of these, four were approved by the Nominating Committee. The approved candidates (Hyam Segell, Emil Behrens, Russell Lund, and George Gates) appeared before the Board to present their platform.

Motion A-55

Emil Behrens was elected to fill the unexpired term of Bob Tiffany.

6. Liaison Committee: Miss Clara Brown was nominated as candidate for the vacancy on the Liaison Committee.

Motion A-56

Mr. McIver moved that the Secretary cast a unanimous ballot for Miss Brown as the non-student member of the Liaison Committee. Passed.

The President appointed Mr. Dan Magraw as the temporary chairman of the Committee.

7. House Committee: The Board passed the following recommendations as presented by Al Wedge, chairman of the House Committee:

Motion A-57

That room 110, formerly occupied by the Greater University Corporation, be adequately furnished and assigned as a Union Committee room; plans and use of this room to be supervised by the Program Co-ordinating Committee.

Motion A-58

That the Christian Fellowship League's request for the use of Room 231 every school morning from 8-8:30 a.m.(except vacation, holidays, and examination periods) be granted for this quarter.

Motion A-59

That the Liaison Committee investigate the possibility of lowering the charge for teas sponsored by various student groups. Referred to this committee also should be a review of the policy of serving donated food to organizations; a discussion of the problems pertaining to advance in food prices and its relationship to wages of Food Service employees; a discussion of problems pertaining to services in the Commuters' Lunch Room.

8. Policy of Tipping:

Motion A-60

Miss Mary Dealy moved that the Union continue the policy of not tipping employees. Passed.

9. Public Relations Committee: Mr. Ed Braman reported that representatives from eleven campus organizations are meeting Friday, Oct. 17, to discuss the following outline for contacting students in military service; secure administrative approval and backing; secure names and addresses of these students; notify the draftees of plans; compile a mailing list for the different campus publications and suggest that they publish special issues; encourage members of campus organizations to write to the draftees.
10. Recreation Room: The problem of securing appropriate recreational equipment in the Recreation Room was referred to the Program Co-ordinating Committee.
11. Dance Instruction Committee: The Board passed the following chairman appointments, as recommended by Miss Ruth Caley:
Waltz Instruction, Helen DeWar
Variety Dance, Wenonah Eckstein
Square Dance, Nancy Williams
12. Next Board Meeting: Mr. Vaile invited the Board to a dinner meeting at his home, 87 Orlin Avenue, Wednesday, October 22, at 6 o'clock.

Respectfully submitted,

G. Ray Higgins

SECRETARY

The problem encountered in joint sponsorship by the Union Board and other student organizations calls for the formulation of certain principles relative to Union program planning:

1. Except under unusual circumstances, the programs conducted by the Union Board should be opened to all interested students rather than to the members of special student organizations;
2. The Union can best assist other student organizations with their problems of financing programs by keeping the cost of facilities at a minimum rather than by assisting the organization directly through subsidization;
3. The Union can further assist student organizations by the use of their members in the Union's own programs (e.g. Presenting the Comstock Hall Trio at the Freshman Mixer) and through the appointment of other organizations' members on the Union's planning committees;
4. Experience has demonstrated that, in general, the joint sponsorship of programs produces many difficult problems of administration.

Accordingly, any proposal for joint sponsorship with the Union should be considered carefully in the light of these principles.

Union Board Minutes

October 22, 1941

All members present.

1. Director's Report: Mr. Higgins discussed in brief the fact that the Union Ballroom has not been reserved for several Friday Nights during fall quarter; Charm, Inc. began Monday, October 20; the total sales from three departments (Billiard Room, Candy Foyer, and Bowling Alleys) have dropped off \$605 from last year's business; applicants are still being interviewed for the position of hostess in the Union.
2. President's Report: The president commented on the excellent attendance record of the Board, and that future meetings will include reports by the sponsors. The new member, Emil Behrens, was presented to the Board.
3. Liaison Committee: The following matters have been discussed with Mr. Falber, Director of Food Service, and were presented to the Board by Mr. Magraw:
 - A. Teas have been raised from 8¢ to 10¢ per person because of the higher food costs this year. There is, however, a wholesale service plan whereby large groups may buy the refreshments (55¢ a gallon for coffee, 45¢ a gallon for tea, 28¢ a pound for cookies, and 1¢ charge for the use of a plate, cup and spoon) and hire a waiter for 35¢ an hour.
 - B. Donated Food in the form of cokes and apples is acceptable; but Food Service objects to hot dishes brought in from the outside.
 - C. Cart Service is a plan whereby a complete dinner is rolled into the dining room on a portable steam table and the group serves themselves for 35¢ a person.

Mr. Magraw reported further that wages of experienced Food Service employees have been raised to 40¢ an hour and that the problems in the Commuters' Lunch Room have been cleared up.

4. Program Co-ordinating Committee: Mr. McIver presented the following recommendations:
 - A. Musical Comedy: On November 29 Pioneer Hall, Comstock, Sanford, Powell, and the Co-op Cottages would like to present an hour's musical comedy under Union sponsorship.

Motion A-61

Mr. McIver moved that the Musical Comedy of these five groups be allowed Union sponsorship on November 29. Passed.

- B. Open Friday Nights: In Fall Quarter there are three Friday nights that the Ballroom is not booked, (viz., October 24, November 7, and November 28). The Fortnightly Committee objects to the Union's having a South American Dance on these Friday nights, in direct conflict with their dances.

Motion A-62

Mr. Pierce moved that the matter be referred to the Program Co-ordinating Committee with power to act if the problems are worked out satisfactorily between the Fortnightly Committee and the Union. Passed.

- C. Semi-formal Dance: The suggestion of the Union's holding a semi-formal dance was referred to the Variety Dance Committee.

5. Public Relations Committee:

- A. Draftee Program: Mr. Braman reported that 8 University organizations had met and are investigating ways of compiling a mailing list of drafted University students. They will try co-ordinating this work with the U.S.O. program.
- B. Radio Broadcasts: W.L.B. has decided not to broadcast the Saturday afternoon program from the Union (see Motion A-52). The matter of sponsoring one broadcast a week for 13 weeks over WMIN for \$1.50 a week was referred again to the public relations Committee, to bring back further definite recommendations.

6. Finance Committee: The president requested the Finance Committee to begin compiling the Financial Report.

7. Merit Committee:

Motion A-63

Mr. Richard moved that service keys be awarded all Board members the beginning of Winter Quarter their first year of service. Passed.

Motion A-64

Dean Williamson moved that the Merit Committee be instructed to prepare a plan for a meritorious award for committee chairman of Union activities. Passed.

8. Visiting Band Members:

Motion A-65

Mr. McIver moved that visiting band members be admitted to Saturday Night Dances free of charge (excluding the Homecoming Dance). Passed.

Motion A-66

Miss McQuarrie moved that Motion A-6⁵ be rescinded. Passed.

Motion A-67

Mr. McIver moved that visiting band members be admitted by the payment of the tax to the last two home football Saturday Night Dances this year, their uniforms to be their identification. Passed.

9. Homecoming Dance: Miss Anderson informed the Board that the price of the Homecoming Dance tickets will be \$1.25 plus 15¢ tax advance sale; \$1.50 plus 15¢ tax at the door.

10. Afternoon Dance Sponsor:

Motion A-68

Miss McQuarrie moved that Emil Behrens be appointed as the Afternoon Dance sponsor. Passed.

11. Afternoon Dance Chairman: The Board approved Mr. Behrens' recommendation of Bill Ponthilla as the Afternoon Dance Committee chairman.

12. Union Committee Chairmen: The matter of organizing the chairmen of Union committees into a unit and making them acquainted with one another and with the Union program in general was referred to the Merit Committee.

Respectfully submitted,
G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

October 29, 1941

1. Director's Report: Mr. Higgins informed the Board that Mr. Ray Borne, the cashier at the candy foyer counter, is leaving and applicants are being interviewed for the position. Miss Lajlah Glasoe has been employed as the new Union hostess.
2. President's Report: During Christmas vacation, December 27-31, the National Student Fellowship Association will hold its national conference in the Union. There will be a need for Union Board members to act as hosts and hostesses at that time.
3. Financial Report: Mr. Clark presented a financial report and an activities expense report for the year 1940-41.

Motion A-69

Mr. Clark moved that the report of the Finance Committee be accepted and filed under F-1. Passed.

4. Refunds:

Motion A-70

Mr. Clark moved that refunds be made on advance Dance tickets until 12 noon on the day of the dance; after that time no refunds are to be made. Passed.

5. Military Contact: Mr. Braman reported that the only way of compiling a list of University draftees is by campus-wide advertising, requesting students to leave names and addresses at the Union Information Desk.

6. Noon Announcements Broadcast:

Motion A-71

Mr. Braman moved that the Public Relations Committee be permitted to continue plans for a noon broadcast over the Public Address system, announcements to be All-University in nature (at 12:45 three times a week). Passed.

7. Friday Ballroom Reservations: After clearing with the Y.M.C.A., Mr. McIver reported that a South American Dance will be held in the Ballroom on Friday night, November 7.

8. Guests at Union Activities:

Motion A-72

Mr. McIver moved that for Saturday Night Dances one guest couple and partner be admitted on one fee statement; and for all other Union activities one guest be admitted on each fee statement. Passed.

9. Charm, Inc.: Miss Wendell reported on the success of Charm, Inc. Between 300-400 attend the mass meetings on Monday, and 101 girls signed up for the personal consultations.

10. Committeemen-Sponsors Dinner:Motion A-73

Mr. Richard moved that the Merit system Committee give a dinner for Union activities committee chairmen and sponsors on Tuesday, November 4, expenses to be covered by the Board. Passed.

11. Boy Scout Dinner Meeting: After a discussion led by Mr. Higgins on the request for holding a dinner meeting of about 700 nation-wide Boy Scout representatives in the Union Ballroom on a Friday night in May, 1942, the following motion was passed:

Motion A-74

Mr. Middlebrook moved that the request for the Ballroom on Friday, May 15, 1942, for a dinner meeting of a Boy Scout group be granted.

12.

12. Fred Allen Radio Show: Mr. Higgins informed the Board that the University of Minnesota has the opportunity of selecting a representative entertainer to appear on the Fred Allen Radio show, January 14. The three final selectees will appear over WCCO and a campus-wide election will be held to choose the final representative. The winner will get a trip to New York City, all expenses paid, and \$200.00.

Motion A-75

Mr. Magraw moved that the Union Board assume sponsorship of the Fred Allen Collegiate Talent Search for the January 14 broadcast, the details to be referred to the Program Co-ordinating Committee to report back to the Board. Passed.

13. Snow Week Chairman: Filing for Snow Week chairman closes this week. So far, only two students have filed.

UNION BOARD MINUTES

November 5, 1941

Members absent: Miss Ruth Caley, Mr. W.T. Middlebrook, Miss Maxine Peterson, and Mr. Warren Richard

1. Director's Report: The position of cashier at the Foyer Candy Counter has been filled by Mrs. Carol Bellville, Mr. Higgins reported. The Homecoming Dance was the largest and most successful party ever planned by the Union. Tuesday, November 11, will be the inauguration of the plan of having the Union building open on a holiday on a Sunday basis.
2. President's Report: When the Board agenda warrants it, the Board should consider scheduling bi-weekly meetings. If this policy is adopted, it will mean more extensive committee work between meetings.
3. Homecoming Dance: Miss Anderson reported that 850 advance tickets were sold for the dance, and hundreds were turned away at the door. The net profit was about \$150. Miss Anderson's one suggestion for future Homecoming Dances was that no limit be placed on ticket sales. All did not agree with this suggestion. Her second suggestion was to use methods of identification other than that of stamping.
4. Military Contact: Mr. Braman presented to the Board a letter which will be sent to drafted students. To date, 64 names and addresses have been turned in. The movement is just getting started.
5. Noon Announcements: The University announcements over the Union public address system at noon are proving quite successful, Mr. Braman reported.
6. Friday Night Reservations: After contacting W.S.G.A., the Program Co-ordinating committee set up the following Ballroom schedule for Friday nights of Fall Quarter: November 7, South American Dance; November 21, W.S.G.A. Turnabout Dance; November 28, South American Dance.
7. Co-ordination of Committeemen and Board Members: In the absence of Warren Richard, Bill Dunsworth led the discussion of the committeemen-sponsors dinner held Tuesday, November 4. Although it was generally felt that the dinner was a success, it was suggested that for similar future meetings all Board members should attend and that the meeting be held at a time more people could stay for the entire meeting. The matter of a closer relationship between committeemen and the Board was again referred to the Merit Committee. The Board discussed the policy of incorporating reports by committeemen into the regular Board meetings. After discussion, the matter of awarding meritorious committeemen was again referred to the Merit Committee.

8. Snow Week: Dan Magraw reported that George Rachie has been appointed chairman of Snow Week, which will be held January 19-24, 1942.

Motion A-76

Mr. Magraw moved that the Union Board advance the 1942 Snow Week \$150. Passed. (The Athletic Department will advance the same sum of money.)

9. Nat'l Assoc. of College Unions Convention:

Motion A-77

Mr. Clark moved that the Board approve the expenditure of approximately \$145 to send 5 delegates by car (if weather permits) or \$100 for 2 delegates by train if conditions do not permit car travel. The National Association of College Unions Convention meets at Lincoln, Nebraska, December 5-6th. Passed.

Motion A-78

Mr. Pierce moved that the Director and the two consultants be included in the party of 5; or the Director and one student be included in the party of two. Passed.

Motion A-79

Mr. Vaile moved that the Merit Committee recommend the Union representatives to attend the Convention. Passed.

Mr. Higgins' suggestion of extending an invitation to the National Association of College Unions to hold their 1942 convention at the University of Minnesota was referred to the Executive Committee.

10. Appointments:

Emil Behrens: Program Co-ordinating Committee,
Public Relations Committee, Chairman
of the Fred Allen Search for Talent

Alfred Ouska: Saturday Fun Night Sponsor

Ruth Cole: Art Exhibits Committee Sponsor

Dorothy Bumann: Fine Arts Room Programs Sponsor

The President referred to the Program Co-ordinating committee the matter of setting up a system whereby sub-committee appointments would not have to be approved by the entire Board.

11. Ballroom Decorum: After a discussion led by Emil Behrens, it was determined that conduct in the Ballroom will be under the supervision of the Director and members of his staff.

Motion A-80

Mr. Vaile moved the Executive Committee prepare an addition to the By-Laws covering the general question of decorum in the building, such recommendation to be referred back to the Board for approval. Passed.

12. Next Board Meeting: Unless notified to the contrary, the next Union Board meeting will be held Wednesday, November 12, at 5:30 in room 353.

Respectfully submitted,

G. RAY HIGGINS

Secretary

UNION BOARD MINUTES

November 12, 1941

Members absent: Miss Ruth Caley, Mr. John Clark, and Mr. W. T. Middlebrook

1. Director's Report: November 14 the Union Board and Union staff will hold a coffee hour in the Women's Lounge to formally introduce Miss Glasoe. The experimentation of Sunday hours on a holiday (November 11) proved satisfactory.

2. Convention Delegates:

Motion A-81

Mr. Richard moved that the delegates to the National Association of College Unions convention include the Director, the two Program Consultants, the President of the Board, and one other student member of the Board. Passed.

Motion A-82

Mr. Vaile moved that the student delegate (other than the President) be a student returning as a Board member next year. Passed.

Motion A-83

Mr. Braman moved that Miss Peggy Anderson be considered eligible as a candidate to attend the convention. Passed. (Miss Anderson will be returning next year as a graduate student, and the question was raised whether or not she will be eligible for Board membership).

Mr. Ed Braman was elected as the second student member to attend the convention.

Motion A-84

Mr. Wedge moved that the President of the Board be included in the party of two to attend the convention (in case of adverse driving conditions). Passed.

3. Committee Set-up: The Program Co-ordinating Committee, in discussing the problem of appointing chairmen (Item 10, November 5 Minutes) discovered that the present committee set-up is not uniform; some sponsors have a chairman for each separate activity; some have one head chairman, with sub-chairmen under him; and still other sponsors are doing the work of chairmen. After discussing this problem, Board members were requested to make suggestions on their particular committee set-ups.

4. Decorum:

Motion A-85

Mr. Wedge recommended that the general problems of decorum in the Union building not covered by University regulation should be the responsibility of the Union staff. The Union Board should function as the sounding Board for bringing out the problems as they arise, without taking definite action on specific problems. Individual instances which arise should be brought directly to the attention of staff members. Passed.

5. 1942 National Convention: Mr. Wedge presented a proposed budget totaling \$238 to cover the expense of holding the 1942 National Association of College Unions Convention at the University of Minnesota.

Motion A-86

Mr. Wedge move that the Board instruct the delegates to the Convention to extend a bid for the 1942 National Association of College Unions Conference. Passed.

6. Service Keys: Mr. Higgins informed the Board that after January 1 it will be impossible to secure keys, cups, and such insignias. Under these conditions, he indicated the Board might well purchase more than one year's supply of keys; and if so, what is to be the status of appointees and faculty members in this regard.

Motion A-87

Bean Williamson moved that student appointed members should be eligible for service keys.

Motion A-87 Amendment

Mr. Pierce amended Motion A-87 to further state that non-student members of the Board should not receive keys. The motion and the amendment were ~~passed~~ Passed.

Motion A-88

Mr. Behrens moved that the Board purchase 30 keys. Passed.

7. Blanket Reservations: Before acting on a request for a blanket reservation for the W.S.G.A., Mr. Wedge announced that the House Committee will meet November 18, 6th hour, to survey the whole question of blanket reservations.
8. Graduate Students: The President appointed a special committee composed of Mr. Vaile, chairman, Miss Dealy, and Mr. Wedge to consider the matter of graduate students serving as Union Board members.
9. Next Board Meeting: The next dinner meeting of the Union Board will be Wednesday, November 26, at 5:30 in room 353, Union.

Respectfully submitted,

G. RAY HIGGINS

Secretary

UNION BOARD MINUTES

November 26, 1941

Members absent: Mr. Dan Magraw, Mr. W.T. Middlebrook, Mr. Warren Richard, Mr. Al Wedge, and Dean E. G. Williamson

1. Board Agenda: The President urged that all matters to be included on the Board agenda be presented to him before the meeting.
2. Director's Report: Mr. Higgins discussed briefly the new Food Service office being constructed in the cafeteria and suggested that the Liaison Committee file a request for one of the old offices. A new heating unit is being installed to heat the two circular stairways leading to the Post Office. Next quarter the billiard room will be open one hour longer (until 9 o'clock) and equipment for playing cards will be available in the billiard room after 5:30 p.m. every day; stamps will be on sale and personal checks of \$1 or less may be cashed in the billiard room after 5 o'clock; magazines will be available at the information desk after 5:30 for use in the main lounge.
3. President's Report: The bulletins of the National Association of College Unions are kept in the Board office for the use of the Board members. Red Cross contributions can be made to the President. The Military Contact Committee had reported that over 400 names and addresses have been turned in to date. Mr. Dunsworth read a letter from the Minnesota Daily asking for full cooperation from the Board in releasing stories.
4. Graduate Association Club: Mr. McIver of the Program Co-ordinating Committee presented a request from the Graduate Association Club for a special graduate committee under the Union Board which would work out a social program for that particular group of students on the campus.

Motion A-89

Mr. McIver moved that the Union assume experimentally the sponsorship of a graduate committee as a regular Union committee. Passed.

The president requested the Program Committee to bring back a recommendation for working out the mechanics of this plan under the Union committee set-up, and the sponsor of the new committee will be chosen at the next Board meeting.

5. Convention Expense Budget: Mr. John Clark, of the finance committee, reported that the two student members attending the the Nebraska convention have made other arrangements for room accommodations.

Motion A-90

Mr. Clark recommended that this \$15 be applied to the registration fee for not more than three other student delegates wishing to attend the convention at their own expense. The recommendation was approved by the Board.

6. Noon Programs: Miss Caley gave a resume of the present noon program set-up:

Mondays: Movies, average attendance 250-300, free of charge, recommended that they be of a less serious nature.

Wednesdays: Quarterback sessions; this year have excelled all attendance records.

Fridays: W.P.A. Symphony concerts; average attendance 150; free of charge.

Events may be scheduled in the future for Tuesday and Thursday noons.

7. Fred Allen Talent Auditions: Mr. Behrens reported that over 30 students were auditioned Wednesday afternoon. Ten were selected for the final auditions which will be held in January.
8. Interfraternity Bowling Tournament: The Interfraternity Council had requested permission from the director to sponsor a bowling tournament in the Union alleys, the proceeds to go to the British-American Ambulance Corps. The registration fee would be \$1 and the Union would be paid the pinsetters' salaries only--5¢ per line of bowling.

Motion A-91

Mr. Vaile moved that the Board deny the request for free use of the bowling alleys for this proposed Interfraternity Bowling Tournament. Passed.

Motion A-92

Mr. Vaile moved that the matter of reserving the alleys during December for the use of the Interfraternity Bowling Tournament, at the regular rates, be referred to the Director and the Chairman of the House Committee, with power to act. Passed.

9. Senior Dinner:

Motion A-93

Miss McQuarrie moved that the Board appropriate approximately \$75 for the Senior Banquet for Fall Quarter, 1941. Passed.

10. Coffee Hours: Miss McQuarrie reported that Coffee Hours this quarter have been unusually successful. Some departments have indicated that they would like to have another one.

Motion A-94

Miss McQuarrie moved that the Board permit departments to schedule two Coffee Hours a year, if they wish. Passed.

11. Graduate Students' Status: Mr. Vaile presented the following recommendations which were passed by the Board:

Motion A-95

That the Union Board is in favor of permitting graduate student membership on the Board.

Motion A-96

That the Union Board recommend to the Senate Committee on Student Affairs that they review the All-University rulings on eligibility and if necessary reword those rulings so that any student regularly enrolled and carrying a reasonable program in any of the day schools or colleges of the University be eligible for election for membership on the Union Board of Governors.

12. Absences: Excused absences must be presented to the President in written form within three days after the Board meeting.

13. Next Board Meeting: The next Board meeting will be held in the home of Mr. R. S. Vaile, 87 Orlin Avenue, at 6 p.m. on Wednesday, December 3.

Respectfully submitted,
G RAY HIGGINS
Secretary

UNION BOARD MINUTES

December 3, 1941

Mr. Vaile's Home, 6 p.m.

Members absent: Mr. John Clark, Mr. Bill Dunsworth, Miss Jeanne McQuarrie, Miss Maxine Peterson

1. Director's Report: Mr. Higgins informed the Board that there is another change in the Union staff--Mr. Ward Kern, assistant supervisor of the bowling alleys, is leaving to accept another position.
2. Committee Appointments: In the absence of the President, Al Wedge requested that the new committee chairmen should be appointed soon. When possible, new students should be considered for these positions.
3. Summer School Program: The Director of the Summer School has requested that the Board subsidize the entire summer school program of 1942 from the 50¢ student fee.

Motion A-97

Mr. Richard moved that the matter of financing the summer school program be referred to the Finance aCommittee, with power to act. Passed.

3. House Committee:

Motion A-98

The House Committee recommended that no liquid refreshments be served in the Fine Arts Room and the Fine Arts Reception Room. Passed.

The matter of general policy for blanket reservations was again referred to the House Committee.

Motion A-99

The Board approved the following blanket reservations:

WSGA	Red Cross, Tuesdays, 1:30-4:30
	Dance Group, Tuesdays and Fridays, 12-1:30, Room 343-4-5
	White Collar Council, Tuesdays, 12:30-1:30, Room 321
YWCA	Bridge, Tuesdays, 11:30-12:30, Room 346
	Music Hour, Mondays, 1:30-2:30, Room 214
	Knitting, Tuesdays, 3:30-4:30
	Book Nook, Wednesdays, 3:30-4:30
	Group Leadership, Wednesdays, 3:30-4:30, Room 346
	Co-ettiquette, Thursdays, 3:30-4:30, Room 346

It was suggested that all groups granted blanket reservations hand in an attendance report for their meetings at the end of each quarter.

5. Christmas Decorations:Motion A-100

The Board approved the expenditure of \$25 for Union Christmas decorations.

6. Christmas Banquet:Motion A-101

The Board approved the appointment of Louisa Greenwald as chairman of the Christmas Banquet, and the appropriation of \$225 for the banquet on December 23, 1941.

7. Committee for Curriculum Revision: The Vice-President appointed Ruth Caley as the representative to work with the All-University Council and the Faculty in revising the University Curriculum.

8. Tech Twilite: Mr. Wedge reported that the Tech Commission would like to have a Twilite some Tuesday afternoon in honor of the engineers, but keeping the dance open to everyone. After discussion, the Board decided to grant this request by publicizing one of the regular Union Twilites as an Engineers' dance.

9. Dormantics: Miss Hamilton reported on the success of the Dormantics show at a recent Saturday Nite Dance. This was an experiment of the Union policy of co-operating with other campus organizations in presenting shows.

10. Sunday WPA Symphony: Mr. Stenson informed the Board that the first Sunday concert by the WPA Symphony orchestra was very well attended (between 500-600 people) and was well received by the audience.

11. Next Board Meeting: There will be no regular meeting of the Board until Winter Quarter.

Respectfully submitted,

G. RAY HIGGINS

Secretary

SPECIAL MEETING

UNION BOARD MINUTES 5 p.m.

Union Board Office
Monday, December 29, 1941

Members present: Miss Clara Brown, Miss Mary Daaly, Mr. Ed Braman, Mr. John Clark, Mr. Bill Dunsworth, Mr. Lyle Hanse, Mr. G. Ray Higgins, Mr. Dan Magraw, Mr. Harvey Stensen, Dean E. G. Williamson, and Miss Alice Wendell.

1. Summer School 1942: Mr. Higgins presented to the Board a financial summary of the 1941 Summer Session. The 1942 budget was discussed with the idea of minimizing expenses because of decreased enrollment.

Motion A-102

Miss Brown moved that the Union finance the Summer School social program \$100 the first Session and \$50 the second Session, any further expense to be financed by Summer School. Passed.

2. Defense Activities: A discussion on the University defense activities was led by Dean Williamson. It was agreed that these activities should be centralized and that the Union should accommodate them to the greatest possible extent.

Motion A-103

Miss Brown moved that rooms 325-6-7 and 322 be assigned to the W.S.G.A. Red Cross program; that room 315 be assigned as a conference room for student organizations; that the Union accommodate the meetings of the Faculty Women's Club, as their room will be turned over to a knitting group; and that the WSGA be requested to cancel their noon dance programs in one of the large conference rooms. Passed.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

January 7, 1942

Members absent: Miss Clara Brown, Mr. Kohn Clark, Mr. Ernest McIver, Mr. W.T. Middlebrook, Mr. Warren Richard, and Al Wedge.

1. Director's Report: Mr. Higgins distributed to Board members a mimeographed report on the convention of the National Association of College Unions, at Lincoln, Nebraska. He commented on the busy vacation schedule in the Union--The N.S.F.A. convention with 120 delegates (including Mrs. Franklin D. Roosevelt) and the Minnesota Music Educators Association with 600-700 delegates. Because of the activities of these two conventions, there was a definite problem of cleaning the building prior to the opening of school. Since the last meeting of the Union Board, the United States has entered into a state of war. It is imperative that the Board members concentrate on how the Union can contribute in this war era.
2. War Activities: The Chairman explained the set-up of a new organization, the University Defense Committee, which is composed of the presidents of certain key/^{student} organizations. The purpose of this committee is to co-ordinate the war efforts on the entire campus. Instead of setting up new organizations to handle the war activities, present student organizations will be assigned definite duties in this line.

Motion A-104

The Board passed a motion enthusiastically supporting the activities of the University Defense Committee and appointed the President of the Board to represent the Union in this organization.

3. Red Cross: In addition to conference rooms 325-6-7 and 322 which were assigned to the Red Cross project, Mr. Felber has turned over room 311, which is to be used as a locker room. Miss Wendell informed the Board of the Red Cross instructors' training program for making bandages. As soon as the supply of gauze arrives, this project will begin.
4. Fred Allen Collegiate Talent Search: The three final contestants in the talent search will appear over W.C.C.O. at 10:45 tonight, Mr. Behrens announced. Tomorrow, Thursday, the Union Board will handle the All-University election which will determine the Minnesota representative to appear on Fred Allen's radio program Wednesday, Jan. 14.
5. Mr. Vaile's Resignation: The Chairman read a letter sent to the President of the University by Mr. Vaile, informing him of his resignation from the Union Board of Governors in order to accept a position in Washington, D.C. The suggestion was made to send Mr. Vaile some token of remembrance. Miss McQuarrie and Miss Ebeltoft were appointed to suggest an appropriate method.

6. Graduate Committee: Dean Williamson led a discussion on the exact ~~AAA~~ status of the new Union Graduate Committee.

Motion A-105

Miss Brown was appointed chairman of the Graduate Student Committee.

7. Program Co-ordinating Committee: The Chairman announced that Ernie McIver is scheduled this quarter for a practice-work program and will not be able to devote time to Union Board activities.

Motion A-106

Mr. Emil Behrens was appointed chairman of the Program Co-ordinating Committee.

8. Bowling Alley Hours: The experiment of keeping the bowling alleys open until 11 o'clock on Wednesday evenings to accommodate league play proved very successful, Mr. Higgins reported. He requested that this plan be expanded to include Wednesday and Thursday evenings.

Motion A-107

Mr. Magraw moved that the bowling alleys be kept open until 11 o'clock Wednesday and Thursday evenings Winter Quarter, to accommodate league bowling. Passed.

9. Hobby Show: Miss McQuarrie informed the Board that the Hobby show in February will be extended to University employees.

Motion A-108

The Board passed Miss McQuarrie's recommendation of Dick Lawrence as Chairman of the Hobby Show.

10. Expenditure Policies: Dean Williamson called the attention of the Board to the advisability of curtailing some of the elaborate and expensive social programs during this time of war.

The next meeting of the Union Board will be at 5:30 p.m. Wednesday, January 14 in Room 353.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

January 14, 1942

Members absent: Mr. Ernie McIver, and Mr. Harvey Stenson

1. Director's Report: Mr. Higgins reported that during the first ten days of Winter Quarter, there has been normal use of the building. He submitted for Board approval copy for a mimeographed booklet, giving information on the Coffman Memorial Union building.
2. Snow Week: Dan Magraw gave the schedule of events for the 1942 Snow Week, January 19-25. The major change is a varied program of sports at Eaton's Ranch instead of the Traditional Snow Train.

Finances: The following three suggestions were submitted as ways of using the Snow Week profit:

- a. To continue as previous years, and put the money into University funds.
- b. To make an outright donation to the Red Cross.
- c. To buy defense bonds.

Motion A-109

Miss McQuarrie moved that the Board turn over the profits of Snow Week to Red Cross and other war efforts, Passed.

Committee: The Chairman appointed Miss Mary Dealy to the Snow Week Committee, which is composed of Mr. Dan Magraw, Chairman; Mr. John Clark, Mr. G. Ray Higgins, Mr. W.R. Smith, Mr. Carroll Geddes, and a W.A.A. representative.

3. House Committee: Mr. Al Wedge presented the following recommendations:

Motion A-110

That Room 68 (formerly the Food Service Office) be assigned as a temporary student office. Passed.

Motion A-111

That the Hobby Show be granted the use of the Recreation Room from February 16-22. Passed.

The request of the Lutheran Student Association for Room 325-6-7 from 12:30-1:30 every Wednesday during Lent was referred back to the House Committee, with the suggestion that the group either book the room week by week or try to get a room in another building (such as the Center).

4. Fred Allen Collegiate Talent Search: Mr. Emil Behrens reported that Mr. Michael Culhane won the contest. This talent project cost about \$15, and it has proved very successful, from the standpoint of getting new talent to appear at Union Saturday Nite Dances and the Fort Snelling Shows.

5. W.S.G.A. Coffee Hour: Mr. Behrens presented the request from W.S.G.A. for a coffee hour, financed by the Union Board but sponsored by W.S.G.A., to take the place of the annual W.S.G.A. Student-Faculty dinner meeting.

Motion A-112

Dean Williamson moved that the request by W.S.G.A. for a coffee hour be denied because it is not in keeping with the program policy of the Union Board. Passed.

6. Hobby Show: Miss McQuarrie presented a tentative budget of \$98.50 for the 1942 Hobby Show.

Motion A-113

Mr. Middlebrook moved that the Hobby Show budget (minus the luncheons) not exceed \$85.00. Passed.

7. War efforts: The Chairman appointed Miss Alice Wendell to work with Mr. Harvey Stenson on the Military Entertainment Committee, which will arrange for student shows to play at Fort Snelling. Dean Williamson pointed out the great responsibility this committee shoulders. He requested the committee to arrange for adult chaperones, approved by the Dean of Students Office, to accompany each group of entertainers.

Motion A-114

Dean Williamson moved that the Union Board accept the responsibility for providing entertainment at Fort Snelling with the understanding that the change of responsibility be cleared with the University Social Co-ordinating Committee. Passed.

8. Military Contact Committee: The Student War Effort Council has determined that the military contact committee should continue under Union Board supervision.

Motion A-115

Miss Wendell moved that the Military Contact Committee be designated as an official Union Board Committee. Passed.

Mr. Braman informed the Board that copies of the Weekly, the Daily, and the Minnesota Chats are being sent regularly to camps. The Daily will begin ~~publishing~~ publishing a list of the war effort activities of campus organizations.

The following were offered as suggestions for publicizing to a greater degree the work accomplished by the Military Contact Committee: Putting up a large flag or placard with a star for each fellow in service; showing a map of the U.S. and indicating the number of Minnesota fellows in camps all over the country; or having some kind of electric illuminated map showing the points of interest in the War.

Plans were discussed for establishing a system whereby students would be questioned at the time they cancelled out of school to determine whether or not they are leaving for military service.

9. Gopher: Mr. John Clark was appointed to investigate and report at the next meeting on the Gopher contract.

10. Winter Rhapsody: Miss Alice Wendell reviewed the plans for the Winter Rhapsody, a musical show to be presented in the Ballroom, with about 150 students participating.

Motion A-116

The Board approved Miss Wendell's recommendation for a Winter Rhapsody budget not to exceed \$75.00.

The next meeting of the Union Board will be at 5:30 Wednesday, January 21, Room 353.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

January 21, 1942

Members absent: Mr. Emil Behrens, Miss Ruth Caley, Mr. Lyle Hanse, Mr. W. T. Middlebrook, Mr. E. B. Pierce, Mr. Warren Richard.

1. New Board Member: The Chairman welcomed the new faculty member, Mr. William S. Carlson to the Board.
2. Director's Report: Mr. Higgins spoke of the new dance craze, the whirl, and as to its propriety. The Board was reminded of the fact that the Farm Union Board is similar to the main campus set-up, and it would be desirable to coordinate the two by having a student representative of the Farm Board attend main Union meetings.
3. Chairman's Report: The Chairman asked members to fill out the Union Board office hours schedule posted in the Board office. He also urged sponsors to call more committee meetings.
4. All-University Council Meeting Report: Miss Dealy reported on a policy forming meeting which had been called by the Council to discuss the effects of the war upon program planning for the more elaborate and expensive social affairs. The elimination of name bands and corages, as well as the combining of events, had been discussed without any definite action being taken.
5. Military Contact Committee: Mr. Braman described in detail the arrangements being made for placing a service flag, 9' x 9', in the main foyer of the Union, on which stars with the names of the University students who have left ~~KAX~~ school for military service will be placed.

Motion A-117

Mr. Braman recommended that the Military Contact Committee be granted \$25, as an outside limit, to make a flag for recognition of all students who have left the University for Military service. Passed.

6. Union War Efforts, Entertainment Service: Mr. Stenson informed the Board that the Social Coordinating Committee relinquished its rights, the War Efforts Council appointed the Union as sponsor of the committee in charge of entertainment for those in military service. Friday, January 23, a show composed of University talent is to appear at Fort Snelling. Dean Williamson suggested that this main campus committee work along with a similar committee established on the Farm campus.
7. Common Peepul's Ball: Miss Anderson led the discussion on plans for this years Common Peepul's Ball. The Board decided it would be best to open filing for chairman as soon as possible, Beecause the J.B. has tentatively booked the services of two of the best campus bands on Friday night, Miss Anderson was asked to make arrangements with a campus band immediately.

8. 1942 Gopher Contract:

Motion A-118

Mr. Clark moved that the Union Board take 6 pages (one page to be used by the Farm Campus) in the 1942 Gopher at the price of \$120.00. Passed.

9. Red Cross Activities: Miss Hamilton explained the present set-up and accomplishments of the Red Cross work in the Union. Girls are taking an active part, and the results are very gratifying.

White Elephant Auction: As a war-effort money-making plan, Mr. Higgins suggested that ~~XXX~~ a campus organization sponsor a so-called White Elephant Auction, at which time articles contributed by students and unclaimed lost articles would be sold.

Motion A-119

The Board enthusiastically agreed with the White Elephant Auction suggestion and voted to accept it as a responsibility after clearing with the Student War Effort Council.

10. House Committee: The Board passed the following recommendations submitted by Al Wedge:

Motion A-120

That the Christian Fellowship League be granted room 214 from 8-8:30 each week day morning for Winter Quarter.

Motion A-121

That the Lutheran Students Association be granted room 343-4-5 for the first four Wednesdays in Lent (Feb. 18, 25; March 4, 11) from 12:30-1:30 for Lenten services.

Motion A-122

That room 231 be assigned as temporary office space for the student War Efforts Council until other office space can be assigned.

11. Merit System Committee: In Warren Richard's absence, Al Wedge presented the following recommendation:

Motion A-123

That the Union Board appropriate \$10.00 for the Union committee chairmen luncheon to discuss mutual committee problems. Passed.

Referred to the Merit System Committee were the suggestions (a) To have one committee chairman attend each meeting of the Union Board.

(b) To form a Union Board cabinet, composed of committee chairmen. The proposed plan included election of officers and a meeting once a month.

12. Farm Union Board:

Motion A-124

Mr. Wedge moved that a student representative of the Farm Campus Union Board be invited to meet with the Main Campus Union Board as a guest of the Union Board meetings. Passed.

Motion A-125

Mr. McIver moved that in the near future the Union Board invite the Farm Campus Union Board to a dinner meeting. Passed.

13. All-U Council Dinner Meeting: The matter of having a dinner meeting with the All-University Council was referred to the Finance Committee.

The next Board meeting will be Wednesday, January 28, at 5:30 in room 353.

Respectfully submitted,
G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

January 28, 1942

Members absent: Miss Maxine Peterson, and Mr. E. B. Pierce

1. Director's Report: Mr. Higgins read excerpts of the editorial by President Coffey which appeared in the January, 1942, Techno Log. He suggested that Board members regard this article as a charter of the Union organization. Because of the demands of the present war issues, the staff members have been forced to spend considerable time in war effort work. The Director asked the Board to indicate its approval of the time being spent in this way.
2. Presentation of Union Board Keys: Dean Williamson presented the following members with their Union Board Service Keys: Peggy Anderson, Emil Behrens, Ed Braman, Ruth Caley, John Clark, Mary Dealy, Bill Dunsworth, Lyle Hanse, Dan Magraw, Ernie McIver, Jeanne McQuarrie, Maxine Peterson, Warren Richard, Al Wedge, Alice Wendell. The matter of sending a service key and congratulatory message to Bob Tiffany was referred to the Military Contact Committee.

Motion A-126

Mr. Middlebrook moved that faculty members be awarded service keys upon completion of their service on the Union Board.
Passed.

3. Merit System Committee: Mr. Richard reported that the committee chairmen enthusiastically accepted the proposal of forming an advisory cabinet composed of committee members, as the plan was presented to them at a luncheon meeting Tuesday, January 27.

Motion A-127

Mr. Richard moved that the Merit System and Program Co-ordinating Committee sponsors be granted the power to form a cabinet composed of Union committee chairmen. Passed.

4. Finance Committee:

Motion A-128

Mr. Clark recommended that in an effort to further relationships between the Union Board and other campus bodies, the President be requested to arrange a joint meeting with the officers of the All-University Council. Passed.

5. Program Co-ordinating Committee: Mr. Behrens read a report on the Union Board's war efforts policy. (A copy of this report will be distributed at the next Union Board meeting.)

Motion A-129

Mr. Wedge moved that the Board accept the report of the Program Co-ordinating Committee as its war efforts policy, including the additions and revisions suggested. Passed.

6. Union Board Dinners: In a discussion of streamlining expenses, Miss Caley suggested that the Board try the special buffet-type dinner and consider the policy of having the Board members pay for their own dinners.
7. Staff Work in War Efforts: Dean Williamson explained to the Board the necessity of Union staff members spending much of their time and effort in war efforts activities. The Board members agreed to take added responsibilities in supervising the work of the committee chairmen, and in this way relieve the staff of some of their duties.
8. Fort Snelling Entertainment: Mr. Stenson and Mr. Higgins reported on the success of the talent show presented at Fort Snelling last Saturday. Future shows will include Phil Brain's Football movies, the Union show "Rhythm Rhapsody", the Varsity Band, and other University talent shows.
9. War Effort Registration: Unanimously, the Union Board was the first student organization to sign the SWECC registration cards.
10. Christmas Holiday Activities: Mr. Hanse reviewed the Union activities held during the Christmas holiday. 206 signed up for the Out-of-Town Students Christmas party, but only 156 attended. Mr. Higgins suggested that in the future the Board might charge a small admission, and thus insure attendance to the party. Other holiday programs included the Christmas Sing in the Main Lounge, the Sanford Hall Choir, and a W.P.A. Symphony concert.

The next Union Board meeting will be held at 5:30, Wednesday, February 4, in Room 353 Union.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD OF GOVERNORS WAR EFFORTS POLICY

January 28, 1942

The Union Board of Governors in recognition of the need for compliance with war-time requirements, and as a reflection of the desires of the Coffman Memorial Union, wishes to state its aims in connection with the general university war effort program. Many steps were taken last fall and a number of projects are being developed so far this winter. The major purpose of all efforts of the Union has been to facilitate the war efforts program and adjust its own program in order that students may better meet the war crisis.

In order that the war efforts of the Union be fully understood, they may be grouped into the following four areas:

1. Active War Effort projects
2. Provision of facilities for All-University war efforts.
3. Inexpensive student programs
4. Staff assistance to all War Efforts projects.

Active War Effort Projects

1. Military Contact

The Union was quick to grasp the need for a program to create and maintain a high state of morale in our armed forces. A Military Contact Committee was formed early last fall for the purpose of keeping in contact with all university students who have been taken out of school to serve their country. This committee has solicited the support of the entire campus in writing letters and sending food stuffs to these individuals. Copies of the Ski-U-Mah, The Minnesota Daily, The Alumni Weekly, and The Minnesota Chats are being sent periodically. The response to this effort has been most commendable.

2. Union Military Entertainment Service

A newly formed Military Entertainment Service has been established. The first show, which was taken out to Fort Snelling Friday, January 23d, met with the unanimous approval of the selectees. Plans are already under way for presenting at least three shows each month before the service men.

(Union Board of Governors War Efforts Policy)

Provision of Facilities

The need for a Red Cross headquarters on campus became evident at the very outbreak of the war. The Union met this need by providing, free of charge, almost the entire west wing of the third floor of the Union building. Besides providing the actual space, the Union furnishes heat, light, special janitor service, and equipment. The Red Cross has utilized these rooms as a center of the campus knitting project and also for the manufacture of surgical dressings. It is interesting to note that the surgical dressings are made on a mass production basis--the workers made 17,000 dressings during the first four days alone.

Room 231 of the Union has been turned over to the Student War Effort Council as an office and center for all student war efforts.

Inexpensive Student Programs

From a morale point of view, the importance of a student maintaining a balanced social and recreational life during the war period cannot be overlooked. The Union Board of Governors is a student organization, and as such is giving immediate emphasis to the student social and recreational program, and has altered it to conform with the decreasing incomes of the students.

A careful analysis of the Union's program has been made in an effort to eliminate unnecessary expense and also to furnish programs which meet the current needs of the students. In this regard, the Monday noon movies will help background the war for the students, as will the regular University War Course lectures which are heard in the Fine Arts Room.

As a result of a summary of the Union sponsored programs prepared last fall, it was shown "that 63 per cent of the activities of the year are free of charge. Further, that a student could participate in all activities, for example fifteen a week at 75 cents, for the entire school year or for an average of 5 cents per function."

Staff Assistance

Although most of the activities are being handled by the students, it is nevertheless necessary that the Union staff assist in many phases of the program. Some of the efforts that have taken a considerable amount of the Union Staff time are:

(Union Board of Governors War Efforts Policy)

1. Attending University Defense Council meetings and other War Effort gatherings.
2. Acting as staff assistants for the Red Cross.
3. Arranging entertainment for Fort Snelling.
4. Assisting in the arrangements for the University War Efforts Registration.
5. Acting as the University Information Bureau for the Red Cross and many other time consuming details.

It is the intention of the Union to continue on this War Efforts program and to further extend its war efforts whenever and wherever possible in the future. Its aim shall always be to carry out the desires of the student body of the University.

UNION BOARD MINUTES

February 4, 1942

Members absent: Mr. W. S. Carlson, Mr. Dan Magraw, Mr. W. T. Middlebrook, Mr. E. B. Pierce.

1. Director's Report: Mr. Higgins commented on the building traffic survey which is being made this week. To date the results have shown only a relatively slight decrease in the numbers using the building. He informed the Board also that the results of the survey of organizational use of the conference and dining rooms will soon be available. He also read excerpts from the recently uncovered minutes of the Union Board during the years 1908-1916.
2. Ag Campus Representative: The Chairman welcomed Miss Marie Sterner, a visiting representative from the Ag Campus Union Board.
3. All-U Council Joint Meeting: The Chairman reported to the Board that the proposal of having a joint Union Board-All-U Council meeting was well received by the President of the Council. Detailed arrangements will be announced at the next Board meeting.
4. Nebraska Convention: Miss Mary Hamilton and Miss Mary Dealy reported to the Board some of the members' experiences at the Lincoln, Nebraska, Convention.
5. Military Exhibits in the Fine Arts Room: Miss Hamilton explained that the Military Committee is seeking a suitable place on the campus to display military exhibits. The Fine Arts room seems a logical location, and the exhibit will fit into the program of the Fine Arts Room. The plan is to provide for students who have signed up for war efforts work to act as custodians of the room. Perhaps at a later date, some corresponding reading material will also be available.

6. House Committee:

Motion A-130

Mr. Wedge recommended that the Co-Efficients Club be granted the use of the game room on Tuesdays from 5:30-7:30 (or to 7:00 p.m. when evening meetings are scheduled) for the remainder of Winter Quarter. Passed.

Motion A-131

Mr. Wedge recommended that the War Efforts Council and the University defense Committee be granted special permission, upon approval of the Director's office, to use spaces other than the regular bulletin board for special displays. Passed.

7. Rhythm Rhapsody: Mr. Stenson urged Board members to tell their friends of the fine show to be presented in the Ballroom on Friday, February 6. "Rhythm Rhapsody" will be similar to the "Starlight Serenade" of last year. The entire show will be taken out to Ft. Snelling on February 11.

8. Union Board Meeting:

Motion A-132

Mr. Behrens moved that the Union Board/^{evening}dinner meetings be held every other week, and that the Executive Committee meet on the alternate weeks for the remainder of Winter Quarter. Passed.

Motion A-133

Mr. Behrens moved that the next meeting of the Union Board be an executive Committee meeting. Passed.

9. Executive Committee Election: Mr. W. T. Middlebrook and Mr. Emil Behrens were elected to fill Mr. Vaile's and Mr. McIver's vacancies on the Executive Committee.

10. Snow Week: The Chairman announced that the full report for Snow Week is not ready as yet.

Motion A-134

Mr. Behrens moved that the Board draft a letter to the Snow Week committee, acknowledging the fine piece of work they did this year. Passed.

11. All-U Council's Presidents' Cabinet: Mr. Wedge reported on the following policies which were discussed at a recent meeting: curriculum changes; students' rating of professors; credit for a physical education course; a periodic physical check-up of students.

12. Use of the BLDG. by War Effort Groups: Several groups have requested a waiver of rental charges for Union accommodations because the profits of their functions

are being donated to Red Cross. The policy of subsidizing groups sponsoring programs for war efforts was referred to the House Committee.

13. Summary of Union Activities for Fall Quarter: Mr. Stenson presented to the Board a summary list of the Union activities for Fall Quarter, 1941.

The next regular meeting of the Union Board will be Wednesday, February 18, in Room 353, Union.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES
EXECUTIVE COMMITTEE MEETING

February 11, 1942

Members present: Mr. Emil Behrens, Mr. Bill Dunsworth, Miss Mary Hamilton, Mr. G. Ray Higgins, Mr. Harvey Stenson, Miss Maxine Peterson, Dean E. G. Williamson, and Mr. Al Wedge.

1. General College May Day: Mr. Bob Jones, General College Student Council president, presented to the Board a request to rent the Ballroom on Friday afternoon, May 1, for their May Day Dance.

Motion A-135

Mr. Wedge moved that the Union relinquish the Ballroom for Friday, May 1, for such student organization that would like to use it. Passed. (The Ballroom will definitely be assigned to General College when the date for Engineers' Day has been checked with the All-U Calendar.)

2. Rhythm Rhapsody: The presentation of the musical show, "Rhythm Rhapsody" on February 7, was a huge success. Approximately 1,000 attended, and some people were turned away. Mr. Higgins led the discussion of plans for a repeat performance of the show, and the advisability of permitting the Campus Chest to capitalize upon such a performance.

Motion A-136

Mr. Wedge moved that the Union Board proceed with plans to give another performance of "Rhythm Rhapsody." Passed.

Motion A-137

A motion was passed to investigate the possibilities of financing the show through the War Efforts Council and that the Director's Office take charge of such arrangements.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

February 18, 1942

Members absent: Miss Clara Brown, Miss Mary Dealy, Mr. Ernie McIver, Miss Maxine Peterson, Mr. Harvey Stensen, Dean E. G. Williamson.

Present: Mr. Hyam Segell and Miss Ann Sothern - members of the Union Board Cabinet.

1. Director's Report: Mr. Higgins presented a written summary report comparing the figures of the 1941 and the 1942 building traffic surveys. He also discussed a study of the utilization of the conference rooms and private dining rooms for the year 1941-42, as well as a report on the growth of the Union program since 1930.
2. President's Report: At the suggestion of some Board members, copies of the Union Board minutes will not be sent to each person. A copy will be sent to each faculty member; one copy will be kept in the Board files; permanent records will be kept in the Union office; one copy will be posted on the Union Board office bulletin board; and any student member who so desires may get copies of the minutes. (The student's copies of the minutes will be left in their Union Board office boxes rather than in the P.O. boxes.)

The action of the executive committee incorporated in motion A-137 has been carried out by the Director. The Campus Chest will handle the finances of the "Rhythm Rhapsody" production tonight, and all profits will be turned over to the Campus Chest.

The president asked Board members to make further suggestions on the proposed revisions of the Committee set-up.

3. Pioneer Hall Benefit Show: Mr. Behrens presented the request from Pioneer Hall for the use of the main ballroom (free of charge) for staging a benefit minstrel show on April 1. As a result of this request, the Board passed the following policy-forming motions:

Motion A-138 (Rescinded by Motion 163)

Mr. Behrens moved that the Board consider waiving the rental charges for War Benefits when all income is designated for war activity, provided the event has been approved by SWECC or the Campus Chest.

Motion A-139

Mr. Behrens moved that the Board will not accept any reservations for benefits or drives which have not first cleared with SWECC or the Campus Chest.

4. Union Board-All-U Council Joint Meeting:

Motion A-140

It was moved and passed that the Union Board meet with the All-U Council on Thursday, February 26.

5. Union Board Cabinet Report: Mr. Hyam Segell, President of the Union Board Cabinet, discussed the suggestions made at the recent cabinet meeting. Committee chairmen have asked that there be more co-ordination between the sponsors and the chairmen. A general discussion of Board members' responsibilities resulted.
6. Military Contact Committee: Mr. Braman reported on the progress of the

service recognition flag, which will be hung in the main entrance to the Union by the end of next week.

Mr. Middlebrook suggested placing outside of the Alumni Office an honor roll of honor in book form, containing the names of all University of Minnesota men--including alumni.

Because soldiers are being moved from one camp to another so rapidly, mail will be sent to soldiers in care of the postmaster.

7. Fort Snelling Entertainment: In the absence of Harvey Stenson (who was at Fort Snelling with a group of W.L.B. Radio Guild and Farm Campus entertainers) Mr. Higgins told the Board of the success of recent Ft. Snelling shows--Phil Brain football pictures, Mr. Piper's Old-Time Dance groups, and the Rhythm Rhapsody.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNIVERSITY DEFENSE COMM.
Tracy Tyler, Chr.

1. Faculty War Efforts
2. War Efforts Curriculum
ex: Background for War

STUDENT WAR EFFORTS
COORDINATING COUNCIL
Glen Bakken, Chr.

1. Assignment of war effort projects to student org.
2. Clear recommended projects originating from student body, faculty, outside orgs.
3. Coordinate and regulate student war efforts.

CAMPUS CHEST
Lyle Vernon, Chr.

1. Financial coordinating body for war efforts.

(War benefits, drives, etc. must first clear through SWECC and will thereafter be under supervision of Chest.)

A. Red Cross Production:
(rooms: 325-6-7, 311, 324)

1. Student:
Knitting--YWCA
Surgical Dressings--WSGA
First Aid-WAA
(Time: 12:00-5:00 p.m.)
2. Faculty Wives:
Alumnae
Housemothers
(Time: 9:00-12:00 p.m.)
3. Non Academic Staff:
(Time: 6:30-9:30 p.m.)

- B. Military Contact Comm. - Union Board
- C. Military Entertainment Service - Union Board
- D. Conservation of Resources - Scout Service
- E. Magazine Collection - YMCA

A. Red Cross Drive

B. U.S.O. Drive

University Defense Council
Tracy Tyler, Chm.

Student War Efforts Council
Glen Bakken, Pres.

Red Cross Production
(Rm. 325-7, 311, 324)

Student
Knitting, Y.W.C.A.
Bandage, W.S.G.A.
Time: Daily, 12-5 p.m.

Faculty Wives
Alumnae
Housemothers
Time: Daily, 9-12 p.m.

Non-Academic Staff
Time: 6:30-9:30 p.m.

Military Contact - Union
Book Collection - Scouts
Magazine Collection - Y.M.C.A.
Soldier Entertainment - Union
Etc.

UNION BOARD, ALL-U COUNCIL MEETING

February 26, 1942

Following the dinner, Mr. Bill Dunsworth and Mr. Kenneth Block introduced the members of their respective organizations. The meeting adjourned to the Fine Arts Room, where Miss Mary Dealy led the group in some get-acquainted games.

Mr. Kenneth Block presided in the discussion of the proposed Identification System. Mr. Roy Nystrom explained that the new system provides each student with a permanent card which contains a picture of the student and the current fee statement. The discussion brought out the following points: Is a new system needed; the administration may object to the added responsibility and administrative difficulties; this system would curtail the resale of stolen books and could be used by the Engineering Department in identifying persons entering buildings after hours. The concluding suggestions were that a list be made of the organizations that could use the new system and that the Council encourage the campus organizations to make greater use of the present identification system.

The success and future of the present Point and Merit System was discussed under the leadership of Mr. Bill Dunsworth. The purpose of the system is to distribute jobs among the students; to keep a quantitative record of the work done; to provide a basis for choosing leaders of the grand marches. It has failed because of the amount of clerical work involved, because the campus has not been prepared for such a complicated system, and because the Union Board and the W.S.G.A. are the only organizations now using the merit system. The Dean of Students Office and the Minnesota Foundation have records which may be considered as possible substitutes or supplementary data. As for the future of the Point and Merit System, Dean E. G. Williamson stated, "The plan of development is educationally sound. If the Council and a few more organizations would inaugurate and use the system within their groups, then the plan could stand."

Respectfully submitted,

G. Ray Higgins

SECRETARY

Council Members absent: Mr. Bill Malony and Mr. Ed Slettom.
Union Board Members absent: Miss Peggy Anderson, Mr. John Clark, Mr. Ernir McIver, Mr. W. T. Middlebrook, Miss Maxine Peterson.

Present: Miss Ann Jackson and Mr. Bill Pontilla, members of the Union Board Cabinet; and Miss Marie Sterner, member of the Ag Campus Union Board.

UNION BOARD, ALL-U COUNCIL MEETING

February 26, 1942

Following are the points discussed and the viewpoints expressed on the newly proposed Identification System and the existing Point and Merit System:

Proposed Plan:

The proposed plan provides each student with a small, permanent identification card held in a transparent folder. Every Freshman or transfer student, as he registers in school, makes an appointment to have his picture taken for this card. The card, with the picture and signature of the person, is used by the student as long as he is registered in school. However, at the bottom of the card is a sentence stating that the card does not guarantee that the person bearing it is a student of the University unless the back of the folder carries the current fee statement. In this way, the signature of the fee statement may be compared with the signature of the permanent card. All the essential data is clearly seen without taking the fee statement out of the folder. This folder also protects the paper and prolongs the legibility of the writing. The actual cost of the card is 6 $\frac{1}{2}$ ¢. This includes the cost of materials and photographing, but not the clerical work involved. In case of loss, a duplicate card could be issued for 3-4¢. A charge of 25¢ per card will have to be borne by the students. Mr. C. E. Hanscom, University Investigator, has the necessary equipment and space and can handle the photographing program.

Is a new Identification System Needed?

If it were necessary on the campus to have a pass to go to convocations or to the library, then there would be a definite need for a well-organized system. At the present time, however, the Union building is practically the only place seriously using the system. Will the other University groups use the system at their social functions? With increasing war efforts and problems, they may want to draw on the general public and not try to limit their parties to students.

Obstacles to Consider:

Why was the excellent plan refused which was submitted two years ago to President Ford? The difficulty of administration, the photographing of every student every year, and it was felt the administration would be held responsible for bad checks.

Even if a picture were used in the proposed system, would persons checking on the identification take time to compare the picture and the student presenting the card? At the present time, this is not done at football games.

If it is required that the fee statement be turned in when a student cancels out of school, it will be adding to the administration difficulties.

Merits of New System:

If enforced by campus bookstores, the system would curtail the resale of stolen books.

The Engineering Department has indicated that they would be interested in using the newly proposed system as a means of identifying people who enter certain buildings after hours.

Concluding Suggestions:

It was suggested that a list be made of the organizations and groups that could use the proposed system; go to them and find out if they would want it and would use it; then present this concrete evidence to the administrator. Also check with the registrar's and bursar's office and see if they have any suggestions or objections.

At present, the Council could encourage the Campus organizations to make greater use of the present identification system, and then have the administration adopt a new system to suit the existing needs.

Point and Merit System

Set-up of Present System:

Purpose: To distribute jobs and positions among the students; to keep a quantitative record of the work done (this data to be available to personnel businessmen and committee chairmen); to provide a basis for choosing leaders of the grand marches. This system awards so many points for each activity, and each student is limited to 10 points.

Criticisms of Present System:

Because of the clerical work involved, it is absolutely impractical to administer. At one time the Minnesota Foundation offered to handle the clerical work of the system. Are they still interested?

The system should be kept up-to-date by revising each year the number of points awarded for the different jobs.

The reason the system has failed is because the campus has not been prepared for such a complicated system. It has never had wide-spread supervision. The Union Board and the W.S.G.A. are the only organizations using the merit system. A campus-wide merit system is impossible if the plan is not used within the organizations themselves.

Possible Supplements or Substitutions:

The Minnesota Foundation has a fair source of material which can be used by committee chairmen.

The Dean of Students office at present has an activity record which is used by the staff. It is also used for personnel purposes. The data for this file is obtained through the Daily and the Gopher; by reporting the officers to the Dean's office each quarter; and through the functioning of the eligibility rules for participation in campus activities.

What future has the present system?

The plan of development is educationally sound. If the Council and a few more organizations would inaugurate and use the system within their groups, then the plan could stand.

UNION BOARD MINUTES

March 4, 1942

Members absent: Mr. John Clark, Mr. Ernie McIver, and Mr. Al Wedge.

1. Director's Report: Mr. Higgins distributed copies of the Private Dining and Conference Rooms Survey for the school year 1940-41. He called attention also to the official report of the Conference of the Association of College Unions.
2. W.P.A. Student Activity Survey: Miss Hamilton reported upon the W.P.A. survey of Union sponsored activities and explained the information contained on the file cards used in this project. Because the W.P.A. is anxious to use all money for defense projects, they want to complete the work within six or eight weeks. By having the cards punched, the filing and sorting could be greatly facilitated. At \$3.00 per thousand cards, the cost would amount to \$50.00.

Motion A-141

Mr. Middlebrook moved that the Board appropriate \$50.00 to the W.P.A. Project. Passed.

3. Revised Committee Set-up: The President explained the proposed committee and sponsor set-up, as presented by the Executive Committee. The two changes are the inclusion of the Faculty Relations with the Mixer Committee, and the addition of the War Efforts Committee.

Motion A-142

Mr. Hanse moved that the Board accept the proposed Committee and Sponsor revisions. Passed.

4. Union Work Shop: After some discussion, the matter of turning the Recreation Room into a workshop for ^{war}effort projects was referred to the Program Co-ordinating Committee, with the request to report back to the Board.
5. Military Entertainment Committee: Miss ~~Wendell~~ Wendell reported that during Winter Quarter five shows and a total of 105 people appeared at Fort Snelling. Seven shows are tentatively planned for Spring Quarter. The Military Entertainment Advisory Committee is composed of representatives from WLB and the Music Department, who recommend outstanding talent from their respective departments. Another Military sub-committee, composed of the 240 people who signed up at the Swecc registration, will handle the addressing of envelopes and filing. One file will contain a card for every person who has appeared at the Fort. Another file will have a card for every person who can go out to the Fort, along with his audition rating.
6. Military Contact Committee: A discussion of the design of the military service flag was led by Ed Braman. It was suggested that some art expert be asked to advise the committee at their meeting next Friday at 4:30.
7. Farm Campus Representative: Mr. Bill Kehr, President of the Ag Campus Union Board, was introduced to the Board..

8. Economy Measures: Because of the anticipated decrease in enrollment for next year, Mr. Middlebrook informed the Board they must expect a 15-20% budget decrease. Union expenses come under maintenance and program costs. Although there may not be a restriction on the variety of programs offered, there will have to be a restriction on some of the more expensive and elaborate programs.
9. Red Cross Activities: The Chairman announced that the President of the University has appointed Miss Hamilton as Chairman of the Red Cross Unit in the Union. Miss Hamilton reported on the progress of the 160 girls who are working for supervisor awards. A number will be ready to instruct at the beginning of Spring Quarter. Last week materials from the Red Cross arrived, and the unit is now making official Red Cross bandages, in addition to the University hospital dressings. The 500 girls who signed up for ~~sergical~~ surgical dressing work in the SWECC registration will begin soon.
10. Sunday Programs: Mr. Hanse reported that the average cost of Sunday Programs is \$22.00. Because the attendance at these programs is very light during the spring, Mr. Hanse made the following motion:

Motion A-143

I move that the Sunday Programs be discontinued for Spring Quarter. Passed.

11. House Committee: Miss McQuarrie informed the Board that the building maintenance cost for Sunday is \$43.80. Administrative costs amount to \$7.90. However, the bowling alleys revenue is approximately \$90 per Sunday.

Motion A-144

Miss McQuarrie moved that the Union building, except for the Bowling Alleys, close on Sundays for Spring Quarter. Passed.

12. Graduating Senior Dinner: In an effort to cut down expenses, Mr. Behrens suggested that the Board cover only part of the cost of the senior dinner.

Motion A-145

Mr. Behrens moved that the Union subsidize the Graduation Dinner to the extent of 50% of the cost. Passed.

Motion A-146

The Board passed Mr. Behrens' recommendation of Lois Martins for the ~~chair~~ chairmanship of the Graduation Dinner.

13. Board Elections: The President announced that spring elections will be held the third week in April. He urged Board members to encourage representative students to file for Board offices. The Nominating Committee is composed of four members - one appointed by the President of the University, one appointed by the All-U Council, and two elected by the Union Board. Dean E.G. Williamson and Jeanne McQuarrie were elected as Board representatives.

Respectfully submitted,
G. Ray Higgins
SECRETARY

UNION BOARD MEETING

March 24, 1942

Members Present: Mr. Ed Braman, Mr. John Clark, Mr. Bill Dunsworth, Miss Mary Hamilton, Mr. Lyle Hanse, Mr. G. Ray Higgins, Miss Jeanne McQuarrie, Mr. E. B. Pierce, Mr. Harvey Stenson, Miss Alice Wendell, and Dean E.G. Williamson.

1. Naval Exhibit: Mr. Higgins described an educational, informative WPA Naval Exhibit which is now being shown at the Art Institute. He suggested that the Union display this exhibit in the main and east corridors and the game room for a period of about two weeks. The transportation expense would be \$40, and the Union would not have to pay for setting up or guarding the display.

Motion A-147

Miss McQuarrie moved that the Board underwrite the sum of \$40 for transporting the WPA Naval Exhibit. Passed.

Motion A-148

Mr. Pierce moved that the general idea of the placement of the exhibit in the corridors and game room of the Union be approved, and the matter of details be left to the discretion of the Director. Passed.

2. Newsreels: Mr. Higgins explained that the newsreels had originated under the auspices of several University organizations; but during the past three or four years, the Visual Education department has directed this educational program. However, Visual Education will not be able to continue this project. Mr. Higgins suggested that the Union show the newsreels in the Ballroom on Wednesdays at 12:40 and 1:30.

Motion A-149

Mr. Pierce moved that the program of introducing the newsreels in the Union on Wednesdays for at least two showings be approved by the Board. Passed.

3. Noon Dance: Mr. Stenson recommended that the Board sponsor an experimental 5¢ record dance at 12:30 Thursday noons.

Motion A-150

Mr. Clark moved that the Union sponsor a 5¢ record dance on Thursday noons to begin the first week of Spring Quarter. Passed.

4. Nominating Committee: Dean Williamson, chairman of the nominating committee, announced that the other members are Mr. Russell Stotesbury, appointed by the President, and Mr. Dean Engstrom, All-University Council member.

Respectfully submitted,

UNION BOARD MINUTES

April 1, 1942

Members absent: Miss Peggy Anderson, Mr. Ed Braman, Miss Clara Brown, Miss Ruth Caley, Mr. Bill Dunsworth, Mr. W.T. Middlebrook, Miss Maxine Peterson, Mr. E. B. Pierce, and Dean E. G. Williamson.

1. Director's Report: Mr. Higgins notified the Board that Mr. Gordon Starr, assistant director of the Farm Union, left last Monday to accept a commission in the Navy. The vacancy has not as yet been filled.

Excerpts from a letter from Bob Blake, Union Board president of last year, were read.

2. Blanket Reservations:

Motion A-151

Mr. Wedge recommended that the W.S.G.A. White Collar Council be granted the use of room 214, fifth hour, for Spring Quarter. Passed.

3. Co-Efficients Benefit Bridge: Mr. Wedge read a letter from the Co-Efficients Club requesting the use of the ballroom free of charge for a benefit bridge party on April 16. Mr. Higgins suggested that whenever the Union donates the use of the ballroom for a benefit event, this fact should be generally publicized.

Motion A-152

Miss McQuarrie moved that in the future, the Board will not feel obligated to consider any request for a waiver of rental or operating charges for a room in the building if a request for waiver is not made at the time of the reservation.

Motion A-153 Amendment

Mr. Richards amended Motion A-152 to incorporate the policy that all organizations requesting the above waiver may not may not make a reservation more than three weeks prior to the event. Passed.

Motion A-154

Mr. McIver moved that the Board approve waivering the rental charge for the B. R. for the Co-Efficients Benefit Bridge, in accordance with the above policy. Passed.

4. New Program Developments: Mr. Stenson informed the Board of the new low-cost Saturday Nite Dance experiment. Beginning April 4, the Board will try a War-time Movie Dance Nite, with movies from 9:00-9:30, and dancing to records from 9:30-12. Price, 25¢ per couple. A program of 5¢ noon dances on fifth hour, Thursday, will begin April 2. Mr. Stenson also announced that the Noon Program Committee is investigating the possibility of sponsoring a series of noon lectures and demonstrations on physical fitness.

A possible series of noon lectures of the general topic of women in defense work was explained by Miss Hamilton. She also discussed a probable salvage craft workshop, where students would make inexpensive, useful articles which could be used by men in service.

Mr. Behrens told of the plans for a semi-formal dance Saturday night, April 11. The committee is contacting the co-op cottages and dormitories to publicize the event. Price, 75¢ per couple in advance; 90¢ at the door.

Mr. Wedge requested Mr. Richard to report back at the next meeting on the action taken last fall in regard to the party for committeemen who have worked on the Union program this year.

5. Military Contact Committee: Miss Alice Wendell reported that the recognition flag will be up next Monday. (Spontaneous round of applause). The committee is planning a drive to obtain the new addresses of men in service.
6. Naval Exhibit: Mr. Higgins reviewed the action taken by the Board to display the Naval Exhibit in the Union. The only cost will be the transportation charge of \$35-\$40. The naval department has promised to co-operate and assist by having one of their men on hand to explain the exhibit.
7. Committee Reports: Mr. Wedge reminded all sponsors that the annual committee reports are due before election time, April 24.
8. Graduate Student Board Members: The concensus of opinion of the Board is that graduate students who meet the University standards of eligibility may run for positions on the Board.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

Executive Meeting

April 8, 1942

Members present: Mr. Al Wedge, Miss Mary Hamilton, Miss Peggy Anderson, Mr. Ed Braman, Mr. W. T. Middlebrook, Mr. Lyle Hanse, Miss Mary Dealy, Mr. Emil Behrens, Mr. Ernie McIver, Mr. Harvey Stenson, and Mr. G. Ray Higgins.

1. Blanket Reservations:

Senior Class, Room 231, as an office for Senior Week
YWCA Bridge, Room 346, 5th hour, Thursdays
YWCA Book Nook, Room 346, 4th hour, Tuesdays

2. Big Brother Banquet: Mr. Higgins read a letter from the Big Brother organization, requesting the use of the Ballroom for a banquet on April 30. Because some damage was done by this group in the old Union several years ago, the letter enumerated the special precautions that will be taken if the organization is allowed the use of the ballroom.

Motion A-155

Miss Mary Dealy moved that the Board grant the Big Brother organization the use of the Ballroom for a banquet on April 30. Passed.

3. Summer School Program: Mr. T. A. Teeter, Director of Summer School, has written a letter requesting an outline of the program offered for Summer School, Mr. Higgins reported. The Board has taken action granting \$150.00 for this program, and requested the Summer School to contribute a like sum, if possible. So far, however, they have not indicated that they can finance that amount of money. No definite plans for the program will be made until the budget has been set.

4. 1942-43 Budget: In discussing the policy for drafting the 1942-43 budget, Mr. Middlebrook indicated that an attendance decrease of 17% was expected next year; and, consequently, budgets should be cut a corresponding 17% if possible. This will mean dropping certain activities in the Union.

5. Afternoon Dance Chairmanship: Because the chairman of the Afternoon Dance Committee has left school, and there is nobody in a position to assume this appointment at the present time, Mr. McIver asked ~~that~~ the approval of the Board for his acting as chairman.

Motion A-156

Mr. Lyle Hanse moved that the Board approve Mr. McIver's assuming the position of Afternoon Dance Committee chairman. Passed.

6. Recreation Room: Mr. Higgins reported that there is a possibility that the Recreation Room attendant will be drafted about May 1. It will then be possible to turn over at least a section of the room into a handicraft workshop. Miss Hamilton said that by next week she will have definite information on the utility of the articles which could be made from salvage materials.

Respectfully submitted,
G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

15
April 16, 1942

Members absent: Mr. Bill Dunsworth, Mr. W. T. Middlebrook, Miss Maxine Peterson, Mr. E. B. Pierce.

1. Spring Sing: Because the University Band cannot play on a Friday or Saturday night, it is impossible to combine the Spring Sing and Festival. The Union Board and the University Band will present a concert and a community sing on May 28.

Motion A-157

Mr. Behrens moved that Mr. Lyle Hanse be appointed chairman of the Union Board Spring Sing on May 28. Passed.

2. Starlight Serenade: Mr. Stenson asked the Board's opinion on whether or not the talent class should present a spring show like the Starlight Serenade of last year. Suggestions of using the WPA Symphony Orchestra and of collecting salvage material as admission were discussed. The Board agreed that a Starlight Serenade should be presented again this year. A final budget will be submitted at the next meeting.
3. Director's Report: The Military Contact Committee was given a round of applause for the fine work they did in designing and making the Service Flag. Mr. Higgins reported that the flag is on display in Northrop Auditorium tonite for the symphony concert.

Miss Hazle Chapman, a woman with fine experience and background, has been appointed to the position of Assistant Director of the Farm Union.

4. Military Contact Committee: Mr. Braman explained the plan of listing in book form the names of all undergraduates who are represented on the Service Flag. This book will be placed on a stand by the flag. The committee now has several hundred names, and more are being turned in every day.
5. War Handicraft Project: Miss Hamilton showed an exhibit of articles that can be made very inexpensively by students to send to men in service. All the articles displayed have been approved by soldiers as useful and practical. A plan to turn a portion of the recreation room into a workshop is being considered; and if the present Recreation Room employee leaves for military service, a full-time handicraft supervisor may be hired. About \$75.00 would be needed to cover the cost of tools, materials, and salaries for the rest of spring quarter.

Motion A-158

Mr. Behrens moved that the Union Board underwrite \$75.00 for the Service Craft Project for Spring Quarter and that we confer with the Campus Chest and SWECC to determine who will continue to finance the project. Passed.

6. Newsreels: Although the attendance dropped at the second newsreel shown in the Union, it was felt that this program should be continued at least through the month of April.
7. Defense Stomp: Mr. Behrens reported that the semi-formal Defense Stomp was a success. An orchestra will play at the next Saturday Nite Dance, and the following two will be record dances.
8. Salvage for Victory Week: Mr. Wedge read a letter from the Conservation of Resources committee announcing that next week is Salvage for Victory Week. The committee suggested that all organizations cooperate by requiring everyone attending meetings to bring some scrap material.

Motion A-159

Mr. Richard moved that the Union Board cooperate with the Conservation of Resources Committee by requiring salvage material as admittance to all Union sponsored events in addition to the regular admission price. Passed.

9. Graduate Students: Miss Brown informed the Board of the activities of the graduate group. A representative from each of the seven divisions has been selected to form an executive committee. James Dugan is chairman of the group. A coffee hour is being planned, at which time the people will indicate in what sort of activities they would like to participate.
10. Nominating Committee: Dean Williamson reported on the experience of the Nominating Committee. An informal discussion was held on reasons why Union Board Committee chairmen do not file and get elected to Board positions. The present system is not entirely successful, because the committee and Board set-up is not perpetuating itself.

There will be a general meeting to continue this discussion on Monday, April 20, at 3:30 in the Union Board office. All members are urged to attend.
11. Committee Reports: All committee sponsors were again reminded to hand in their annual reports.
12. Board Meeting: The next meeting of the Union Board will be next Wednesday, April 22, at 5:30 in the Union.

Respectfully submitted,

G. Ray Higgins

SECRETARY

GENERAL DISCUSSION ON
UNION BOARD ELECTIONS

April 15, 1942

Lack of Good Candidates: Why isn't the source of new leadership expanding in the Union? Why aren't the leaders in Union activities coming up to the Board? The Board must reproduce itself. It is fine to have new ideas and to draw upon outside leaders, but we must have a core of continuous leadership. The theory behind the constitution is to have leaders within the ranks, as well as leaders from outside organizations. A survey should be made to obtain the actual figures on how many outstanding committee chairmen and members filed for Board positions this year, in comparison to the number who filed last year. Because of the war and the lack of leadership on the campus, it might be necessary at some future time to increase the number of women positions on the Board.

Method for Recruiting Good Candidates: Do the Board members and the Program Consultants encourage members of committees to file? About one outstanding committeeman out of every ten ran for Board positions. These chairmen are, generally, not politically minded, have no political ties, and feel that they lack the right connections. One of the responsibilities of the Board is to get good members; and, if necessary, to make the necessary connections for them. If the sponsors were close to the chairmen, they could possibly approach someone with political prestige to back and campaign for the outstanding workers on Union committees. A systematic training program should be set up for the Union Board Cabinet, which would include instructions on how to get elected to the Board.

Purpose of Nominating Committee: Is the Nominating Committee accomplishing a purpose, or does it scare people out? The committee was set up to act as a selecting agency and to use discretion in picking out good leaders to run for Board positions.

Publicity: How much general publicity about elections reaches the student body? A great many people who might be interested in filing do not understand the mechanism involved in elections. It would be well to have the Daily run a feature story, giving a list of all people actively engaged in Union activities, the positions open for elections, and full information about how, where, and when to file.

UNION BOARD MINUTES

April 22, 1942

Members absent: Miss Clara Brown, Miss Mary Dealy, Mr. Dan Magraw, Mr. W. T. Middlebrook, Miss Maxine Peterson, and Dean E. G. Williamson.

1. Director's Report: Mr. Higgins reported that the Union is losing another staff member, Mr. John Kohler, Supervisor of the Recreation Room, who is leaving at the end of this week for military service.

Mr. Higgins read a letter from the Co-efficients Club, in which they thank the Union for the use of the Ballroom for their benefit Bridge party. They are turning their proceeds of \$60.00 over to the War Chest. The set-up for the party cost the Union \$19.00, Mr. Higgins reported.

2. Spring Sing: Mr. Lyle Hanse presented the budget for the Spring Sing, May 28: Programs, \$10; Publicity, \$10; Public Address System, \$6.

Motion A-160

Mr. Hanse moved that the Board appropriate \$40 for the Spring Sing, May 28. Passed.

3. Starlight Serenade: Miss Alice Wendell presented the budget for the Starlight Serenade: Publicity, \$10; Labor, \$36.50; Orchestra, \$28.50; Pianist, \$6.00; Harpist, \$9.00; Public Address, \$8.00; Programs, \$2.50; Salaries, \$25.00; Pictures to Entertainers, \$9.00.

Motion A-161

Miss Wendell moved that the Board appropriate \$150 for the Starlight Serenade, May 13-14, and that a charge of 15¢ per person be made. Passed.

4. War Handicraft Shop: Miss Hamilton reported that the War Handicraft Shop in the Recreation Room will open next week. The hours will be from 1-4:30 p.m., with an instructor in charge at all times.
5. Campus War Chest Drive: A request was presented from the Campus Chest War Funds Drive for the use of the ballroom free of charge for a mass meeting on April 23. In the discussion on this request and on the general policy of benefits held in the Union, the following points were made:

The Board may want to grant special privileges only to the Campus War Chest and to go on record as refusing all other benefit requests.

General discussion showed a difference of opinion, with some urging that an exception to the Union general policy be made for this special activity. Others urged that, in the light of the present economic problems of the Union, the Union is in no position to waive service charges of this type since the University policy is opposed to that type of action.

Motion A-162

Mr. Emil Behrens moved that the Union Board refuse to waive the service charge for the Ballroom, as requested by the Campus War Chest Drive for the rally on April 23. Passed.

It was generally agreed that in the light of the above action, the previously established policy of waiver of premiums for certain benefit programs be rescinded.

Motion A-163

Mr. Kirkpatrick moved that the Board rescind Motion A-138. Passed.

6. Freshman Week: Mr. Ed Weidner, Freshman Week Chairman, presented to the Board a plan for co-ordinating the activities of the two groups during Freshman Week. He suggested that the Board sponsor the Women's Mixer and a Twilite Dance, in addition to the regular practice of sponsoring the Men's Mixer.

Motion A-164

Miss McQuarrie moved that, at the suggestion of the Freshman Week Committee, the Union Board sponsor the Men's and Women's Mixer and a Twilite during Freshman Week next year. Passed.

The Board will approve the chairmen for these three programs, and they will work directly under the sponsors in the Union Board Committee set-up.

7. Military Information Center: Mr. Higgins informed the board that the administration and the Union have been approached by the military departments who have indicated the need for a military information center for the students. Mr. Higgins recommended that Room 110 be set aside for one week for this purpose.

Motion A-165

Mr. Pierce moved that Room 110 be used by the military departments as an information center for a period of one week. Passed.

8. Nominating Committee: Mr. Dunsworth led a general discussion on the current political fracas over the attempt to eliminate the Union Board Nominating Committee. He pointed out that there are two alternatives: (1) The entire theory of the Nominating Committee is erroneous and there should be no effort made to pass upon the qualifications or ability of the candidates, (2) That the Committee, as set up, serves a useful purpose and that it should be given an adequate amount of time to demonstrate its effectiveness.

He also informed the Board that any change in the Nominating Committee would require a constitutional amendment and that such an amendment may be placed on the ballot if a petition signed by 10% of the voters in the last election is presented to the Union Board of Governors.

Motion A-166

Mr. Wedge moved that the Union Board of Governors publically approve the theory of the Nominating Committee and make due investigation of a possible change in procedure for this committee, basing the motion on the fact that the committee has been in practice for only two years. Unanimously passed.

Motion A-167

Mr. Braman moved that the constitution be so interpreted as outlined - (an amendment to the constitution must be approved by the Board before it can appear on the ballot). Passed

The next regular meeting of the Union Board will be held at 5:30, Wednesday, April 29.

Respectfully submitted,

G. Ray Higgins

Secretary

SPECIAL MEETING

UNION BOARD OF GOVERNORS

April 25, 1942

Members absent: Miss Peggy Anderson, Miss Ruth Caley, Mr. E. M. Kirkpatrick, Mr. Ernie McIver, Mr. W. T. Middlebrook, Miss Maxine Peterson, Mr. E. B. Pierce.

President Bill Dunsworth explained that the purpose of calling this special meeting was to provide an opportunity for Miss Evelyn Peterson to submit to the Union Board of Governors a petition signed by 530 students. The petition stated: "We, the undersigned, petition for the following amendment to the constitution of the Union Board of Governors: Strike out sub-section (c) under section 3 of Article III (this will mean the abolition of the Union Board Nominating Committee.)"

After accepting the petition, Mr. Dunsworth read excerpts from two letters from President Ford. The first statement appeared in a letter addressed to Professor Roland S. Vaile after he had submitted a report on the government of the Union Board of Governors: "You have boldly put your trust in student government and by reason of my faith in the response of our students to responsibility, I am willing to go along with you. The one thing that can spoil all your labors and dish out joint hopes is the entrance into the all-university elections of self-seeking groups of students politicians. If that should occur and recur in the future, I hope my successor and the Board of Regents will deal with it promptly and drastically."

Secondly, Mr. Dunsworth quoted President Ford's view on the controversy at last year's election: "It was the intention of the Union constitution to set up machinery that protected student interest and responsibility in the Union, yet to have it as free as possible from the dominance of any political pressures. If I had thought this honest difference of opinion had its origins wholly in the political activities of any group, I should have used quite other language. In this case, I am happy to say that I have not even felt obliged to quote the language I used in handing over the new responsibility of governing the activities in the Union to the newly constituted board. I hope that the passage about student political parties will never have to be cited by a President or Board of Regents to this or any future student body as a justification for modifying the present government of the Union".

The President appointed the following committee to check the eligibility of the names on the petition: Mr. Dan Magraw, chairman; Miss Mary Dealy and Mr. John Clark. The committee was instructed to report by 9:30 Monday, April 27.

Motion A-168

Dean Williamson moved that the President appoint a committee to draw up a statement representing the Union Board's opinion on this petition to be issued through the Daily next Tuesday, and that we authorize the chairman of this committee to report to the President, who will publish the statement if he approves. Passed.

The president appointed the following people to this committee: Mr. Al Wedge, chairman; Miss Alice Wendell, and Mr. Ed Braman.

Respectfully submitted,

G. RAY HIGGINS

Secretary

UNION BOARD MINUTES

April 29, 1942

Members absent: Miss Maxine Peterson, Mr. E. B. Pierce,
and Mr. Warren Richard.

1. Final Board Meeting: Mr. Lyle Hanse reported that Mr. Higgins had invited the new and old Board members to his home for a steak fry and a get-acquainted party. Ruth Caley, Mary Dealy, and Lyle Hanse are in charge of program and refreshment arrangements. Anyone who can furnish transportation, please sign up in the Board office.

Motion A-169

Mr. Ed Braman moved that the next meeting of the Board (Wednesday, May 6) be held in the Lower Meadows of the Higgins' Estate. Passed.

2. Committeemen Recognition Party: Mr. Behrens led the discussion on the type of recognition that should be given the Board committeemen and chairmen for their work this past year. Suggestions included a dinner-dance, a fun night, or a recognition pin or medal.

Motion A-170

Dean Williamson moved that the Board sponsor a recognition party (part of which will be dancing and part a program) for active committee members and sponsors and their guests. Passed.
Final plans and arrangements for the party were referred back to the Program Co-ordinating Committee.

3. Finance Committee: The President recommended that the Finance Committee meet before the next Board meeting and prepare the 1942-43 budget.

4. Nominating Committee: The President presented to the Board the final report of the Nominating Committee, which included the qualifications of all candidates accepted. An informal discussion on the Nominating Committee's procedure included the following suggestions:
 - a. Publish a statement giving general reasons why candidates were rejected.
 - b. Set up a more definite criteria by which candidates are judged.
 - c. Permit a rejected candidate to appeal his case before the Nominating Committee a second time.

Motion A-177

Mr. Kirkpatrick moved that a committee be appointed to make a thorough study of the past work of the Nominating Committee and of the Merit System. Passed.

The President appointed Jeanne McQuarrie, Emil Behrens, Mr. Kirkpatrick, and Dean Williamson to this committee. A new Board member will also be appointed as soon as the election results are known.

5. Committee Reports: The president suggested that the sponsors follow the outline posted in the Union office in making out their reports, which are due by next Wednesday for the new Board members.
6. Graduate student Program: Mr. Behrens submitted for approval a tentative program for the graduate students: May 14, Viennese-Supper Hour; May 23, Graduate Spring Party.

Motion A-172

Mr. Behrens moved that the Board accept this tentative program for the Graduate students. Passed.

The next meeting of the Board will be held at Mr. Higgins' home, Wednesday, May 6.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD STAND ON
NOMINATING COMMITTEE AMENDMENT

The following is the stand taken by the Union Board of Governors on the proposed amendment to abolish the Nominating Committee. The clarification of the issues to the student body at large is deemed of utmost importance so that due consideration may be given and an intelligent vote may be cast.

1. We of the Union Board believe the Nominating Committee to be necessary because of the type of work demanded of the members. Not only must they meet at regular intervals to decide policies and settle issues, but, in addition, each member must serve as an active sponsor of some activity program of the Union recreational plan. This means that candidates must have a definite interest in some phase of the program to be good members. This can be determined by the Nominating Committee. For this reason, and this one alone, the Nominating Committee is justified for the Union Board and not for the Council and the Board of Publication, which are primarily policy forming bodies. Having served on the Board, the present members strongly feel that the Nominating Committee has a definite place in establishing a merit system for the many activity committee workers.

2. The proposes of the amendment attack the Nominating Committee as being "undemocratic." That is certainly a vague term; and unless reduced to specific points, as the opposition fails to do, it is insufficient justification for change. Really, it is the manner in which this amendment is being proposed that is undemocratic. It took a special committee of faculty and students over six months to draft the constitution for the new \$2,500,000 Coffman Union (in reality a million dollar corporation), and due thought was given before the section concerning the Nominating Committee was included. And now, only four days before elections, proposals are made for the discard of this committee. We maintain that this period is too short for any intelligent presentation of the issues to the voters. If this nominating procedure is undemocratic now, why was it not undemocratic in 1940, when the opposition voted for it in approving the constitution? Two short years, two actual trials in elections, is too short a time to judge whether or not the present method is unsatisfactory. The membership of the Nominating Committee (one from the All-University Council, one from the University President's appointment,

and two from the Union Board) is certainly democratic. To imply distrust in the committee is to doubt the judgment and abilities of the groups these members represent.

3. We recognize that the procedure for the Nominating Committee might be modified and improved, and so suggest that the President of the University appoint an impartial committee to review the past two years' work and to recommend revised procedures. We do not, on the other hand, like to see the Nominating Committee thrown out by political maneuvering without a fair trial. Upon the adoption of the constitution, former President Ford, in a letter to the new Union Board, stated that he hoped this document would be out of the reach of the politically minded on the campus. This, evidently, has not been possible; and should the present issues have to be referred to some higher authority, than the student body and student self-government will be dealt a blow from which it will require years to recover. This problem might have been decided by adequate discussion of interested groups, a method which is entirely democratic. But since the petition method was chosen, and the amendment is to be on the ballot, it is the responsibility of each voter to give the proposal serious thought before making his decision.

PRACTICAL PROBLEMS IN
CONNECTION WITH PROGRAMS

In discussing a few of the problems in connection with the Union program tonight, I should like primarily (1) to have you know some of the problems in connection with program planning (2) general information desirable on your part so you may answer questions about the program.

There are lots of things we cannot do in the Union. If you learn about the program, you will understand why. Some of the obvious things we should do, and are not doing. But other things stand in the way.

You should know the ways of instigating new programs. They come from various sources. Factors are the use of the building as a University social center because of its general and widespread use; we can't put on a program because of something else, and we are forced to cancel; we are not responsible for all the facilities of the building. Fourth, fifth, and sixth floors of the building belong to the Campus Club. Nor do we have anything to say about the bookstore, the post office, nor anything directly to say about Food Service. The Junior Ballroom is under the jurisdiction of the Food Service, and it is necessary for us to rent that for a dance. We must keep that in mind in planning a program. This unique situation is important

for us, because we cannot just go ahead and plan without regarding the cost. We must be conscious of the budget at all times, and have some programs net income to carry on other programs. Success of a program is correlated with number and revenue. We clear with all agencies constantly. A new problem is presented to the Co-ordinating Committee, and they clear with other agencies on campus.

How do we publicize our activities? What kind of a program do we have, and why do we attempt to interest students? "Why, do you have a Saturday Nite Dance?" "Have the Music Hours started just recently?" "Why, I didn't know you had noon programs!" "Is it true that you have a game room and bowling alleys?"

We have plenty of work to do. We are constantly on the alert to publicize activities by posters, notices in the Daily, bulletin boards, W.L.B. announcements, letters to departments, individual notices, noon announcements, announcements at other Union sponsored activities, booklets and other publications, weekly and monthly booklets and bulletins.

The Union was charged with a social, cultural, and recreational program; it has felt the responsibility and had built the program around it. The programs have been built around the facilities here. As a University department, we have a certain standard to meet. You, like others, compare our dances and movies with others. We have to be very cautious.

The University, as a member of the Association of College Unions, helps us to build a program, to get new ideas to help our own program, and to meet other Unions in the country in tournaments and contests.

We sometimes invite other departments on the campus or accept requests from departments. Glad to have them. We attempt to take one further step and have them present a phase of their program over here. Pioneer Hall had a show under the sponsorship of the Union. Student requests; if we are interested, they are presented in that way.

Using committee people affects our program in a sense in that we could hire people who would be very good; but in this way, we have people devoting only some of their time on the program. But at the same time we are held responsible to the students.

Some parents and staff do not believe in extra-curricular activities and don't want them in the Union. We miss out in this way. Some people go to other student groups, and don't take part in our activities. Sometimes we have a program outside of the Union and we have only partial control. We use practice teachers, and this affects our program somewhat, because people have a particular interest or desire and the interest in the program goes that way.

Timeliness is an important factor. If a good group of performers come to town, we have to pick them at at the last minute.

Trial and error goes on all the time, and in a sense, is the basis for all the programs.

Some programs, as indicated, are not feasible; but if you have an idea, we are anxious to hear about it. We want to encourage you to look over the events and suggest possible programs to carry on.

Mary Hamilton
May 20, 1942

UNION MERIT SYSTEM

(Miss Hamilton referred to the attached sheet of the Union Board Committee set-up.)

When you stop to consider the fact that for each one of the headings on this sheet a separate student committee is set up, and when you consider that over a period of a year's time 200 students work on these committees and over a period of a year 76,000 students take part in the things planned, then you know the program part of the business is big business. This sheet does give a bird's eye view of the whole idea. The top headings all correspond to responsible positions on the Board.

You will become sponsors on the Board, and you will be responsible to the Board for the operation of programs under this arrangement. The thing to keep in mind is that you will have many chairmen under you, who are in turn responsible to you and then to the Board.

To have a system, you must keep track of what people do. As the students come in, they fill out a sheet, giving as nearly as possible the interests they have. This does not necessarily place the people in the right place, because we do not know enough about them. But we attempt to sit down with each person and explain the whole thing and go into the booklet with them. If you are not acquainted with the booklet, that will help you see the whole objective,

and you, as a sponsor, must keep in mind what you are trying to do in Music Hours and Dance Instruction and what you are trying to accomplish. That is the important thing in the program.

The other big sheet which you have (see attached form) is the merit rating for student members. That will give you a sample idea of how to keep track of records. After the whole set-up is explained to a person, if there is an opening, he is assigned to that committee, and he starts right in. For every person who fills out a sheet, we keep a folder in our office and keep track of who they are. If they work on a committee, the committee chairman is asked to fill out periodically a form like this paper. The form is far from perfect. But it gives us an idea of the quality as well as the quantity of the work.

If looking for people for more responsible positions, or sometimes they indicate they would like a more responsible position, we go to the folder and see what it says about them. In the process of the committee meetings, we get acquainted with the people and assist in judgments. We turn to the sheets also for the committee chairman. You, as sponsors, will be responsible for filling out rating sheets on the chairmen. If you are sponsoring an activity, know all about it and report to the Board at any time you are called on to discuss any phase of it. You, as sponsor, will be asked to fill out sheets on the rating of the chairmen to see what kind of a job those chairmen are

doing. That is filed in our records.

A system like this, with so many people participating, simply must have a Merit system. The good ones must sit at the top. That is the reason for the Merit system.

Is there any special question about the procedure? It is rather complicated if you are not too well acquainted with it. In the two years we have been operating, the first year was spent in setting it up and the second year it has functioned much better than the first year, and it has given us a record of the students taking part in the programs far superior than in the past. It is wise to continue until something better is devised.

Dean Williamson: "What is the principle behind having the students do the work when we have a staff?"

Answer: It is pretty important from the philosophy standpoint. We believe strongly that if you have a responsibility in arranging and carrying out a program, you gain a good deal from it rather than if you sit back and watch. Haryey and I are ^{only} guiding lights. You all know from your own experience that by carrying out something, you gain a certain satisfaction and an informal education. There is a good deal of that going on. A good many students start out shy and bashful and become good members of the Union Board of Governors. There are many, many values of a social nature to be gained from these experiences. When employees come to the point of hiring men and women, participation in extra-curricular activities and ability of getting along with people can be just as much of an asset as grades.

COFFMAN MEMORIAL UNION
MERIT SYSTEM PERSONNEL RECORD

Date _____

Name _____ Address _____ Tel.No. _____

College _____ Year of Graduation _____ Sex _____ P.O.No. _____

Working part time? _____ How many hours per week? _____

Interested in working on the following Union committee:

<p><u>Fine Arts</u></p> <p>Swing Session _____</p> <p>Music Listening Hours _____</p> <p>Music Lending Library _____</p> <p>Opera Broadcasts _____</p> <p>Art Exhibits _____</p> <p>Fine Arts Room _____</p> <p>Program _____</p> <p>Hobby Show _____</p> <hr/> <p><u>Dance Instruction</u></p> <p>Viennese Waltz _____</p> <p>Variety Dance _____</p> <p>Square & Old Time _____</p> <p>Dance _____</p> <p>South American Dance _____</p> <p>Other _____</p> <hr/> <p><u>Outings</u></p> <p>Snow Week _____</p> <p>Sleigh Rides _____</p> <p>Skating Parties _____</p> <p>Splash Parties _____</p> <p>Ride Outs _____</p> <p>Golf Picnics _____</p> <p>Other _____</p> <hr/> <p><u>War Efforts</u></p> <p>Military Contact _____</p> <p>Military Entertainment _____</p> <p>Workshop _____</p>	<p><u>Mixer</u></p> <p>Sat.Nite Non-Dancing Parties _____</p> <p>Football Broadcasts _____</p> <p>Baseball Broadcasts _____</p> <p>Sining Hour _____</p> <p>All U Sing & Festival _____</p> <p>Other mixer parties _____</p> <hr/> <p><u>Sunday Programs</u></p> <p>Movies _____</p> <p>Hikes _____</p> <p>Spec. Entertainment _____</p> <hr/> <p><u>Faculty-Student</u></p> <p>Coffee Hours _____</p> <p>Grad. Sr. Banquet _____</p> <hr/> <p><u>Social Skills</u></p> <p>Personal Development _____</p> <p>Talent Coaching _____</p> <p>Charm, Inc. _____</p> <p>Other _____</p> <hr/>	<p><u>Evening Dance</u></p> <p>Sat. Nite Dance _____</p> <p>Homecoming _____</p> <p>Common Peepuls _____</p> <hr/> <p><u>Afternoon Dances</u></p> <p>Football Frolics _____</p> <p>Twilite Dances _____</p> <hr/> <p><u>Noon Activities</u></p> <p>Concerts _____</p> <p>Movies _____</p> <p>Exhibitions _____</p> <p><u>Quarterbacks</u> _____</p> <p>Other _____</p> <hr/> <p><u>Tournament</u></p> <p>Women's Prog. Billiard _____</p> <p>Bridge Instruction _____</p> <p>Intercollegiate Bill- _____</p> <p style="text-align: right;">iards _____</p> <p>Table Games _____</p> <p>Table Tennis _____</p> <p>Pocket Billiards _____</p> <p>Other _____</p> <hr/>
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Other organizations and activities in which you have engaged in college; extent of your participation in each including offices held.

Freshman

Sophomore

Junior

Senior

Specialized training (stenography, typing, comptometer work, bookkeeper, filing, handicraft, etc.):

Note: Please make sure that your merit system record is kept up to date. Come into the Union office and revise the above information at least once per year.

HISTORY AND PHILOSOPHY OF THE UNION MOVEMENT

We find now that we have never taken time to think through the objectives of the Union in setting up a foundation for the goal we are trying to arrive at and to give us a common objective. Many of the old members do not realize that this Coffman Memorial Union is not a unique institution, but is one of 142 similar institutions in this country. Although there are that many associations, they do not all have the building and the facilities that we do, but they are trying to do the things we are trying to do.

The first Union began in 1815 in England. It began around the activities of the college debating societies. These debates were so popular that the students had to come early to get a seat. They complained about having to wait around and asked for chairs, meals, and library material. The sportier element wanted billiard tables and card tables, and from this grew the first student association center.

A good many years later, in 1895 at the University of Pennsylvania, the first Union was established in this country. Until 1920, the Union was very slow in materializing. There were only 20 in 1920, and they were primarily clubhouses for men students. From 1920-1930 there was found in the middle-western section of the country a change in the Unions. They became co-educational and more of a community center than the old clubhouses. The number increased from 20 to 65.

We find that the philosophy and objectives of the Union in 1930 accepted the responsibility of serving a more educational function and as a factor in informal education to make more profitable leisure-time activities, creating new appreciations and interests, and becoming more of a program planning agency. The beginnings of a real development in the Union came in 1930 when there were 65 Unions in this country. At present, there are 142. At least 50 other institutions would like Union buildings, and had the war not developed, a good many would now have had buildings under way. We should keep in mind that we are a part of the national movement and be aware of the changing emphasis and philosophy of the other institutions.

The Minnesota Union dates ^{back} to 1908. At that time, they began to agitate for a men's building. Shevlin Hall had been built and the men felt that they, too, needed a social center and a dining place. From 1908-14 they did a good many things to make that an actuality. A \$250,000 building was designed and they actually raised some money. ^{However} Things *did* worked out quite satisfactorily, and they began to fade off. In 1914 President Vincent made available the old Chemistry building to be used by the men students. From 1914-1930 the old Union building was the center for the men students on this campus, and the Union Board was concerned with making financial ends meet, and redecorating and enlarging the building.

In 1910 the men numbered 2,200, and the number in 1918 jumped tremendously. From 1930 on the change in the Union was apparent. The building began to take on the aspects of a community center, the women began using it, and the Board planned a co-educational program. In 1936 the administration began to be interested in a co-educational building for students. A group went out on a tour of the colleges and a total of 7-8 Unions were visited. The impetus this group brought back began the first plans of the present building. Most of you are familiar with the recent history of the building.

I would like to close by giving you what seems to be a satisfactory philosophy towards the overall function of the Union. It is more than just a building to provide a place to eat and get mail and bowl. I would like to read a few lines from an editorial written by President Coffey.

The Ideal Education

The curricular aspects of an ideal education become less of a problem as knowledge increases concerning the needs of the various professions and as more adequate curricula are developed. The extracurricular opportunities are becoming likewise greatly extended at the University of Minnesota, as well as in other similar institutions. The danger is that the student will secure training and experience only in the formal courses which are required and, for one reason or another, neglect those equally important appreciations, activities, and experiences that have been made available to him, but in which participation has been left to his own decision. Often neglect is laid to heavy curricular demands. Actually, such neglect may be detrimental to curricular work. Insufficient recreation and relaxation may reduce physical efficiency and thus cut down on mental effectiveness.

I should like, also, to read a statement regarding the objectives of the Unions nationally as prepared by a young woman making a study of the Unions in this country. Miss Edith Ouzts Humphreys says:

The college union is emerging as an integral part of the total educational pattern of the university. Its distinctive features are its informal and human approach; its field--the time-area outside the classroom; its clientele--all individuals and groups associated with the college; its physical instrument for implementing its purpose--a community building equipped to meet the out-of-class needs and interests of its members. Its general objectives have become these:

1. To serve as an informal educational medium for supplementing the academic education of students and, in so far as possible, for relating the academic and non-academic factors of education. . that the student's total training and experience may be well-rounded and complete.
2. To carry out the meaning implied by the word "union" or "community center" by centralizing, integrating, and democratizing university community effort and activity.
3. To make possible, during leisure hours, individual and group self-discovery and expression through provision of a richly varied recreational life for the college community, particularly for students.
4. To maintain a physical center as an instrument for implementing the objectives stated above and for facilitating a communal life through whatever means possible.

With these objectives clearly in mind, let's begin the new year and aim toward an informal education.

THE PLACE OF THE UNION
AMONG OTHER CAMPUS ORGANIZATIONS

I have been asked to speak briefly on the place of the Union in the campus student organization set-up. It is of special interest to me, since it fits in with my own functions.

[There are several characteristics of this organization that need to be emphasized. It is only partly a student organization as is true of some 300 student organizations. For this one is an official department of the University. Its budget goes through the Board of Regents, the same as any departmental budget. Expenditures go through the regular official channels.]

[This Board is far more responsible for the conduct of of its program than is any other student organization. The Regents have entrusted to the Board and the staff official responsibilities. All student organizations are responsible to the Board of Regents, but in a much less strict sense, and it makes considerable difference. You will see the note of legality creeping into the conversation. You do not have the same kind of responsibility that some student organizations have (they are not, on the whole as accountable for their programs). That gives this Board a special responsibility. It is liable for indictment, and it has a far more serious and mature responsibility than any other organization on the campus.]

Delegated to the Board are full responsibilities for the conduct of the program. The President of the University appointed a committee to set up a pattern for the program. Three words are repeated over and over again concerning the program: social, recreational, and cultural. These were chosen deliberately. Other things might have been chosen, but the Union itself has a primary responsibility for these three types of program.

It does not, however, have exclusive jurisdiction over all social, recreational, and cultural programs on the campus. Other departments of the University and other student organizations have a stake in certain phases of the social, recreational, and cultural program. The department of music, which is an official department of the University, has some responsibility for the cultural part of the campus. The athletic departments have certain responsibilities in the general recreational field, and in a similar manner each student organization which is an official part of the University has its own social and recreational function, and some have cultural programs in addition.

It becomes a difficult task to keep all the programs clearly in mind as you develop the Union's own program. The committee which established the general policy of the Union tried to establish the general framework within the Union.

You can organize the campus in one or two ways. You can have all student activities under one student organization. This is being tried in certain western institutions

and on some small campuses. This system incorporates an All* University Council under which all programs develop and to which all student activities are responsible. At the University of Minnesota this has never been tried. It possibly never will.

The other way to do it (and which is the policy of the University) is to try to get each organization to adopt and restrict itself to a specialized function within the framework of the needs of the students. There are various degrees of specialization. There are all types of interest, and within an interest group there are a dozen different program activities. One organization may specialize in a particular program for all students on campus. There is the population breakdown, and the interest breakdown. We are going through a transitional stage, from a vague, nubilous, indifferent picture into this specialization of functions. The Union is playing a part in this.

In 1928 the Social Co-ordination Committee began to work on the problem of correlating all programs relating to social or recreational programs. That group, or rather their followers, have been working more or less ineffectively to bring about a correlation among the 300 student organizations so that there would be no competition. Three or four organizations were trying to have dancing parties on the week-ends. There was a good deal of friction and competition and pulling of students from one point to another. We are by no means through with this evolutionary stage, for any

form of the institutional stage never completes the evolutionary stage.

One could classify all organizations under the headings of specialized functions, and the Union has pretty well restricted itself to special kinds of programs. During the year requests for different kinds of programs will come to you. In each case, the Board in the past has come back to the charter to see if it is within the framework of the purpose of the Union. This does not mean that the past should be the guide for the future.

Those three words can be broadly conceived. But the general specialization is clear. You will want to line up the program with those three larger concepts of the function of the Union. The place of the Union on this campus, as laid down in our fundamental charter, is not to take over the whole campus; but to do a special job. It is a simple theory, but becomes more and more difficult to put into practice. We must make adjustments in terms of war and sailors on the campus, and we may have to change the concept of the whole framework of the Union. It means endless hours of checking with other student organizations so that the Union can take its place on the campus without destroying other student groups on the campus.

My goal is to have every student a president of one organization before he graduates.

THE SAGA OF THE UNION
or
EVILS OF THE FOREST
or
SHE HAD NO MOTHER TO GUIDE HER

Listen, my young Braves and Squaws, and I will relate to you a little story told to me by my old grandpappy, Chief Know Nothing, or the modern name of Plug ma Glug. The scene opens in the good old snazzy days of 1942, when a beautiful \$3,000,000 teepee and social activity center had been built for all our tribe of 15,000 Braves and Squaws.

As the scene opens, William's son is sitting on the Sippi Middlebrook Bank, leisurely smoking a peace pipe and studying a new scroll on Indian wolf calls. He had discovered a new word for his vocabulary. It was "Babe," which meant a beautiful Indian maiden who caused a Brave's heart to palpitate.

Just as our Brave finished a beautiful wolf-call and exclaimed, "Hello Babe," a slim, shapely maiden stopped by him. She was so attractive, shapely, and alluring that she must have worn a new, sleek Bra, man. Anyhow, William's son was very pleased to meet such a great, big, beautiful Dahl. They soon became well acquainted. Complications soon arose, however, because along came this Dahl's fiancée, a powerful creature who was John's son. Although John's son was not so strong as William's son, he had become very angry to find that this brave had had a tryst with Frost, which was the nickname for Little Humming Hamilton. William's son was very surprised to see him, and forgetting his language, he said, "When d'll you blow in?" The other Brave did not answer, but turned about and dashed away with fiery hate in his eyes. He swore he would have his super powerful friend, Dirty Dan McGraw, to wield a blow of vengeance with his mighty Wedge.

As William's son was a brave Brave, he feared not the idle threats of Little Humming Hamilton's fiancée. Realizing that the early Burley gets the worm, our Brave warrior sat with our little maiden. Many hours after sundown, William's son made a big step by kissing the maiden's cheek. Not knowing the seriousness of such a bestowal, he further involved himself by arranging to see Little Humming Hamilton later and to go strolling with him. She accepted.

After parting at the late hour of 8:30 North American Indian Time, our brave warrior returned home. This was the very latest that he had ever returned home. Upon his arrival, his old gray haired poppa, Chief William Haberdasher blurted out, "Where have you Ben tzen? Here I've been home all day Behren my burden and what have you done? Were you all La Lone?"

"Well, Pa," he said in hesitant manner, "I've been down in McQuarrie picking my Dealy dozen boulders out of the ground." After looking his father straight in the eye, he decided he had better tell the truth, as did George Washington. "No, Father, I cannot tell a lie. I was with a pretty maiden all evening and I fell in love with her."

"Well," said Chief Bill Haberdasher, "did you kiss the girl?"

Blushing from a red skin to a new shade of lavender maroon, the son said, "Yes, Father, I did."

The father then proceeded to tell his son that he must propose to the gal, because it was so stipulated in the constitution of the new Union Tribe, that upon kissing a girl, the brave must propose to the girl within 48 hours or his tribal fee statement would be confiscated. "But, don't feel bad, son," he said, "Arnold man now and you must take my place on our board of governors. We have plenty of land now and we are Richard now than ever before."

"Yah, Pa, we got our share and Stenson."

"You better meAnder, son, down Janda to the Varsity Store and pick out some Precious beads for your future wife," said Chief Haberdasher.

William's son took his father's advice and went down to the store with his jeans full of jack. He saw some beautiful beads in the window and so he said to the clerk, "I want a Dunsworth of them there beads." The clerk wrapped them up and William's son handed the clerk a don and walked out.

With his gift in his hand, and whistling "Beer Barrel Polka," our brave warrior skipped merrily in the moonlight up to Little Humming Hamilton's abode to abide for a while. After ringing the tom-tom a few times, the maiden appeared in the doorway in a beautiful pink Lawn G. Ray. Both were very surprised. Finally, she said, "Wait until I change clothes and I will come out."

When she came out, our brave warrior then started his quick courtship and proposal. First of all, he showed her some newly learned Kirkpat tricks. The maiden was delighted to know her friend could do such difficult tricks. After breaking the ice, our

brave asked the maiden if she would like to stroll on the knoll. The two went hand in hand. It seemed like the birds were singing. "Hark, hark, the Clark" said Little Humming Hamilton. But she was sadly mistaken for it was only an owl. It was not long though before William's son was proposing to the maiden and believe you me, he was in Ernest. No sooner had she accepted when the Caley Daily reporter stepped from behind the tree and exclaimed, "At last some news. I can see the headlines in the Caley Daily tomorrow: 'William's son who should be in a position to know, solves another sex problem--he eliminates another eligible prospective wife by marrying the beautiful Little Humming Hamilton!'"

Thus the two Indians were married and now between the two of them, they really rule the activities in the tribe in the Union.

Read by: First Brave, Fanny Hanse, with a Zoot Suit, a Repleat, and a Drape Shape.

COFFEE HOUR REPORT 1941-2

The function of having faculty-student gatherings in the form of coffee hours has evidently served its purpose of getting the faculty and students to mix in an out-of-the-classroom atmosphere. The reports of both groups have been very gratifying. The natural, unregimented informality of these gatherings seems to initiate some very stimulating as well as friendly conversations between the students and the professors. It seems, too, that the discussions of courses outside of class help in humanizing the professors and making the students realize that these subjects have their place outside of the ivory tower of formal education.

Coffee hours are arranged at the request of a college or a large department once or twice a year. Groups of less than a hundred are discouraged as they are too expensive, but otherwise any department may have its own coffee hour. A form letter is sent out at the beginning of fall quarter to all department and college heads to explain the coffee hours and to encourage the faculty to take advantage of the opportunity the Board offers.

When a faculty member makes a request for a coffee hour, he must choose the date and time and give the approximate and minimum number he thinks will attend. We ask this because the Food Service can always increase the amount of food if necessary, but is very consistent in charging for everything originally ordered. The person handling the arrangements must then reserve a room for the coffee hour and order the doughnuts, cookies, coffee, etc. from the Food Service. By ordering in wholesale quantities we get everything much cheaper i.e. by ordering one gallon of coffee for every twenty people coming, etc. The Food Service will help one with such estimates. It is wise not to order sugared doughnuts because of their messiness on the carpeted floors of the Men's Lounge where these hours are usually held-to say nothing of the shortage.

The work of the committee itself is stereotyped requiring dependability and courtesy, for it must arrange the hours, and thus deal both with the faculty and the Food Service. But a chairman who recognizes the value of these functions can do a good deal to promote them. The letter to the faculty at the beginning of the year is very important. It should be enthusiastic but adult, by all means. The rest of the work of the committee could be carried out by not more than three members, two probably being a most efficient number. ~~With-a-definite-understanding~~ The two could alternate and both feel necessary and competent, with a definite understanding of responsibility for each hour being delegated to one person. The one being the chairman could take all incoming requests in order to avoid any vagueness in responsibility.

I don't think a sponsor can do any more than a good chairman except to act as inspiration through his ideas and his interest in the success of the venture. He could help write the letter, but the chairman ought to sign it so that requests would come consistently to the same person.

Jeanne McQuarrie
Faculty-student sponsor

Report of the Graduate Student Committee
by Clara M. Brown, sponsor

Organization of Committee

The plan for organizing the graduate student committee was approved by the Executive Committee of the Graduate School on February 26, 1942, and the representative of each of the seven areas in the Graduate School agreed to appoint a student to represent his area on a central committee.

This central committee of 7 met with the sponsor on March 10 and James Dugan was elected as chairman of the committee and Ann Axon as secretary. It was decided that each member should consult with the person representing his (or her) area on the Executive Committee of the Graduate School, regarding the selection of two other students to form a sub-committee of three members for each area.

It was originally planned that these additional members would decide upon matters pertaining primarily to the students in their area and one of them could serve as an alternate when the regular member could not be present at a meeting of the central committee.

As matters have worked out at each subsequent committee meeting the majority of the group of 21 have been present.

Plans have been worked out for a varied program of activities which it is hoped will appeal to the different groups represented among both men and women graduate students and wives of graduate students.

Activities of Committee

Several functions were planned for the spring quarter and some have been held to date. One evening party was held on the University farm campus in March for the men and women students on that campus, to which wives were also invited. The party was held in the U. Farm Union and about 70 people attended.

The committee mailed to every graduate student on the campus a letter explaining that the committee had been organized and who the officers and committee members were, and extending an invitation to the Coffee Hour on April 17. The coffee hour was held in the Coffman Memorial Union and about 150 students were present. Opportunity was given for them to sign up for a variety of types of recreational activities and social events such as craft work, photography, hikes, picnics, and dances.

Two picnics were planned for successive Sundays, April 26 and May 3, but rain prevented holding them. Two major events have been planned; a Viennese Supper Hour, May 14; and a Spring Party, May 23. In addition several small group meetings will be held for those who signified an interest in some special activity.

Ann Axon, secretary of the Graduate Student Committee, filed for the Union Board of Governors and was approved by the Nominating Committee: but she was badly defeated, ranking fifth among the seven women candidates. Therefore there will be no graduate representative on the Board next year.

Ideas for Improvement

The chief suggestions I have to make are these:

1. Plans should be developed this spring for getting the committee organized and working early next fall with a full quota of members.
2. The relative success of the different types of activities tried out this spring should be analyzed, as a basis for planning for next year's program.
3. The Constitution of the Union Board of Governors should be amended to provide for one graduate student on the Board. The sponsor concluded after a consultation with Mr. Carroll Geddes that there is little hope that a graduate student can compete successfully against undergraduate students for election to the Board. For example, each of the two women elected this spring received approximately a thousand votes, whereas Miss Axon received 372.

It would seem that the graduate group, comprising about a tenth of the student body should be represented on the Union Board and to accomplish this, it will apparently be necessary to allot one place on the Board to a representative of the group. Then students can elect one person from among the candidates who are running for the graduate membership on the Board.

HOBBY SHOWS SPONSORED BY

UNION BOARD

The Hobby Show this year as usual was a successful event. It was handled completely by the students majoring in recreation leadership who take over this job every year, planning and organizing it very completely and efficiently. It is probably the most professionally handled activity that the students carry out for the Union Board. Their annual report is complete in every detail and any information I would give will also be in that document.

The Hobby Show is held to encourage the faculty and students to develop spare-time recreation of a creative nature. The sponsor is just an amateur compared with the people in charge of the event, and is, in fact, rather superfluous as these students are capable of handling it alone and have studied possibilities for improving it in their work.

Jeanne McQuarrie

HOUSE COMMITTEE 1941-2

The functions and activities of the house committee have changed decidedly from last year. During that period, the first of the existence of the new Union, important problems were continually arising and matters involving decisions concerning policy and precedence were always present. Due to the thorough job of last year's committee, the work of this year consisted mainly of enforcing and modifying present regulations. Regular weekly meetings were held at first but the amount of business did not warrant the continuance of this practice and special meetings were called as the occasion arose. The basic report to refer to is the House Committee report of 1940-1.

1. Identification: The present fee statement method of identification has proved fairly successful in reserving the Union facilities for University students. It is understood that the Council is working on a new identification system which may be put into operation soon. The present method though by no means foolproof accomplishes its purpose and is generally accepted.
2. Checking: This problem has taken care of itself since the students are using the facilities.
3. Bag Lunches: This was one of the big headaches last year but has required no attention this year except for a suggestion to Service Enterprises to provide more glasses and better service.
4. Posters: The poster rule was changed in two instances to permit a bulletin board for elections and war news outside the P.O. and to allow the SWECC use of areas other than the regular places for publicity, upon approval of the director.
5. Organizational Use of the Union: Following the expected trend, the demands on the Union for meeting space declined somewhat this year. Many varied outside groups continued to use the building for dinners and meetings but they all fell into the ABC groups and few difficulties were encountered.
6. Space Allocation: The space problem became involved at the start of winter quarter by the requests of the Red Cross for rooms for their activities. This removed almost permanently several rooms for use as meeting rooms. Adjustments were readily made, however, to meet these new demands. Early in the year the student office space on the second floor was investigated to see if a better assignment of space might be effected. It was decided after some discussion to leave the organizations in their present locations. Room 231 was assigned as an office to the SWECC and the Senior Class so that from winter quarter on it was added to the list of student offices. Room 226 formerly occupied by WAA and Pan-Hel was freed to some extent when WAA vacated and Pan-Hel unofficially agreed to the use of the space by other groups except at their peak period of rushing. When Food Services moved to their new office, Room 16 was released as

another temporary student office. Room 110 was also available this year and was assigned to the Union committees and coordinators for office use.

7. House Hostess: The first hostess employed by the Union resigned during fall quarter and since her work was thought valuable a new hostess was employed. She reports a greater cooperation shown by the students toward keeping the building in good condition.

8. Blanket Reservations: The problem of blanket reservations was continually arising by requests from many varied groups. As a matter of policy, it was decided to grant such reservations with discretion according to demands, and to do so only for the present quarter. If the reservation worked out satisfactorily and was used to its fullest extent, it could be renewed by request to the Board for the next quarter. The WSGA and YWCA were requested to place all their requests in one group and at one time; with their cooperation much repetition was eliminated and their demands were satisfied.

9. Charges: Rental charges are established on a purely cost basis and no changes were made in fees during the last year. A trial case in which the charges were waived for any group who had all their other services donated and gave their profits to the war relief fund was allowed. It was the sentiment of the Board that in the future this policy should be curtailed and practically eliminated.

It is easy for the work of this committee to fall into one of two extremes. One is the practice of letting everything take care of itself assuming that smooth operation is an indication that the "status quo" is satisfactory. The other is that of continuous work investigating many problems, large and small, which might be modified. This is a task which could be a full time job. The middle of the road policy of doing some investigating of new problems and surveying the old ones even though they seem satisfactory, has been followed this past year and is the one recommended for future house committees.

Respectfully submitted,

Albert C. Wedge
1941-2 House Chairman

REPORT OF THE PRESIDENT
of the
UNION BOARD OF GOVERNORS
1941-42

The Union Board of Governors is an experiment in student democracy. Few student bodies in the country have the provisions and facilities for practicing as extensive a plan of student government and activity as the new Coffman Memorial Union provides. The present Board set-up was designed with a view to affording students a medium through which they might practice practical student leadership. Throughout its organization, the student Union provides for extensive student control.

(At the head of the Union is the Board of Governors,) composed of fifteen students, four faculty members, and a representative of the Alumni Association. (The Board is given powers of jurisdiction concerning administration and program policies of the Union.) Because the Union is predominantly for student use and is supported entirely from student funds (aside from original contributions), the ultimate control of its functions and facilities is vested in elected representatives of the student body. As representatives of the student body, student members must make it a point at all times to reflect fairly the opinions and needs of the students and must also keep in mind other factors of the general University family. The faculty and alumni members are valuable by virtue of their extensive

contact with the entire University family and their administrative experience. It should be kept in mind, however, that both student and non-student members are of equal value and both have considerable contributions to make to the work of the Board. During the first two years of the present system, the discussions and actions of the Board have given equal position to all members.

The second phase of Board work is responsibility for carrying out the social, cultural, and recreational program of the Union. A sponsorship system has been developed to insure direct contact with student program committees. Members of the Board act as liaison between the Board and the committees within a designated program area for which they are responsible. Board members are not to be chairmen, but advisors; and should at the same time gain a knowledge of other program areas. The job is not an easy one and requires that all members be willing to accept the responsibility and spend sufficient time carrying it out. The program is altogether too large to allow for actual program work by sponsors (except in isolated cases) and will be most effective when done in a supervisory manner. If and when a Board member feels he or she can no longer spend sufficient time to make an efficient program, then that member should voluntarily offer to resign and make room for advancement of some capable program chairman to Board membership.

The job of the president of the Union Board is, in my opinion, a two-fold one. He must primarily be interested

in the Board and its work - interested enough to spend extra hours discussing any phase of the program or administration with Board members, staff, and program chairmen. He should therefore be well acquainted with the persons and problems of the Union, and be willing to offer suggestions or originate new ideas for bettering the Union set-up.

The second phase of presidential responsibility rests in campus relations and representation of the Union. He should become well acquainted with other organizations - especially the All-U Council, publications, and the women's organizations. As president in the Board's second year of adolescence, I felt this to be the more important of the two and spent considerable time developing better relationships with campus groups; however, the experience indicated that primary consideration should be given the work of the Board. During the latter part of my term, I again turned to the question of committee and program functioning, and the results seemed to bear out the opinion that, though both aspects of the president's position are very important, the Board itself should command his greatest attention. ⁽¹⁾

Union Board meetings have been very informal as far as atmosphere is concerned, but a rather strict understand-

(1). In my opinion, the presidency should, whenever possible, be conferred on a male member. I say this from personal experience and without bias; a Board meeting is probably one of the most difficult to handle successfully. They leave me as fatigued (though not as winded) as any 440-yard dash. Also the continual gring of committee and conference meetings requires the president to maintain steam at all times. Few women presidents (I take women's organizations as an example) have shown the temperament necessary for successful Board presidency.

ing of rules of order are necessary in order to facilitate smoother disposal of the agenda. A copy of Robert's Rules of Order is supplied in the Board office, and each member should at least understand the fundamental motions. Board meetings provide one of the best chances for students to learn how to express themselves and to discuss intelligently on controversial issues. At no time should it be considered out of place for a member to express his opinions freely. too often students, especially women and some faculty members, are reluctant to speak up because they are afraid they might be wrong. (2) Merely because a recommendation is reported from a committee does not mean that it is impervious to further discussion.

Committee assignments are made primarily to assure students with particular interests membership on their chosen committee, but does not necessarily mean that the committees are closed to other members. Each member should feel responsible for following the work of the various committees, and should sit in on other committees once in awhile. Committee assignments should be reviewed at the end of each quarter to insure correct placement of members.

Too much weight should not be given to precedent. Policies, as they have been established, were developed on the assumption that they would be continually reviewed and possibly changed and modified to meet new situations and developments. Policies should at all times conform to existing opinion, and they should be changed whenever the

(2). The president should be alert for such cases and occasionally call on such a member.

need arises.

(The director, the consultants, and staff are responsible to the Union Board and should be considered as aides in developing the Union.) It is all too easy to forget the purpose of the Union Board and to allow the work to fall on some administrative shoulder.) By thus doing, the Board defeats its own purpose. To be sure, the professional help has had longer experience, but they are not students, nor are they faculty. To this they have agreed, and stand ready at all times to accept faculty and student opinion as expressed through the Board. In my two years' experience with the present staff, I have found them only too eager to get student and faculty slants on the various issues affecting the Union.

Finally, I should like to say that although student government is difficult work and requires a lot of time without lucrative reward, there is no place in society where a person can find an outlet for leadership ability at such an early developmental stage. Membership on the Board, and the presidency in particular, provides such an extraordinary opportunity for working with people, for learning about developing oneself, that this alone is compensation enough to make the effort worthwhile. This is especially true for those that make a determined effort to make a valuable contribution to the Union Board's activities.

(further information in Board work is available in the Board office files.)

SATURDAY NITE DANCE COMMITTEE

1941-1942

Purpose: To provide an inexpensive Saturday Nite Dance for students. The net profit being used to support non-profit programs. This is a couple dance only. The bands were all local with the exception of Charlie Spivak's orchestra for Homecoming.

Set-up: This committee has been organized into two identical A and B committees who alternate Saturday Nights. Each committee consists of the chairman and three sub-committees: Program, Publicity and Chaperones.

Sponsor hired bands, office automatically took care of tickets. Publicity included Daily contact and posters.

The most successful way to arrange for chaperones is to ask one couple and have them bring another. It is customary to present the women with corsages, and we have a standing order with the University Florist. Visual Education takes care of the microphone.

Toward the end of winter quarter, there was quite a drop in attendance and on several occasions there was a loss instead of a profit. Whether this was due to the war situation, the inability to get cars, or what, we don't know. As an experiment, a Dance Night was tried out. Recordings took the place of an orchestra and movies were shown. An admission of 25¢ a couple was charged and there were 108 couples present. If a similar situation comes up next year, it might be advisable to try this sort of dance again rather than to drop the Saturday Nite Dance completely.

Financial Report:

Admissions:

Fall	\$2406.76
Winter	<u>1050.27</u>
Total	3457.03

Largest single attendance	850 couples--Homecoming
Smallest " "	108 couples
Medium	

Fall	366
Winter	<u>178</u>
Average	272

Total Expense:

Fall	\$1643.99
Winter	<u>1021.95</u>
Total	\$2665.94

Largest single expense	\$928.27--Homecoming
Smallest	91.62
Medium	

Fall	\$205.50
Winter	<u>113.67</u>
Average	159.59

SATURDAY NIGHT DANCES, 1941-42

<u>DATE</u>	<u>CHAIRMAN</u>	<u>BAND</u>	<u>COST OF BAND</u>	<u>PROGRAM</u>	<u>CHAPERONES</u>	<u>ATTEND- ANCE</u>
Oct. 4	Anne Jackson	Glad Olinger	\$ 76.00	Viennese Waltz demonstration	Mr.&Mrs. Wm. McEwen Mr.&Mrs. O. Prestholdt	465 couples
Oct. 11	Hyam Segell	Bob Farley	\$ 72.00	Schottische and polka for stu. participation	Mr.&Mrs. Hanscome and friends	370 couples
Oct. 18	Anne Jackson	Bob Owens	\$ 65.00	Stardusters' Trio Herb. Henriksen, accordionist	Prof.&Mrs. Miller Prof.&Mrs. Edwards	320 couples
Oct. 25	Hyam Segell	Larry Roberts	\$ 72.00	Preview of Varsity Show	Mr.&Mrs. D. Shepherd Mr.&Mrs. Vern Moen	207 couples
Nov. 1	Anne Jackson Hyam Segell	Charlie Spivak	\$850.00	Salisbury, Tingley act, Comm. Singing	Mr.&Mrs. H. Jensen Mr.&Mrs. D. May Prof.&Mrs. A. Thompson	850 couples
Nov. 15	Anne Jackson	Freddy Rick	\$ 60.00	Dormantics, Quartet, inter- view of perform- er by audience	Prof.&Mrs. W. Cook Prof.&Mrs. G. Netz	246 couples
Nov. 22	Hyam Segell	Ken De Villiers	\$ 66.00	Dry Nite Club Crack Drill Squad Jurgeon Reil, accordionist	Mr.&Mrs. Ben Frost Mr.&Mrs. Wm. Gibson	248 couples
Nov. 29	Anne Jackson	Swifty Ellickson	\$ 72.00	Newt Loken, Ira Sanderson, Tumbl.	Mr.&Mrs. Sidentopp Mr.&Mrs. F. Ness	221 couples
Jan. 10	Hyam Segell	Swifty Ellickson	\$ 75.00	Fred Allen Talent	Mr.&Mrs. W. Muckenhirn Mr.&Mrs. R.C. Jordon	221 couples
Jan. 17	Anne Jackson	Bob Owens	\$ 65.00	Chuck Brin, Reading; Bob Lee, Organ	Mr.&Mrs. R.B. Edwards Mr.&Mrs. J.W. Paschke	214 couples
Jan. 24	Hyam Segell	Bud Strawn	\$ 72.00	Douglas Du Lac, magician	Dr.&Mrs. Sutton Mr.&Mrs. Loye	164 couples
Jan. 31	Anne Jackson	Glad Olinger	\$ 77.00	Salisbury's Review	Mr.&Mrs. R.B. Edwards Mr.&Mrs. J.W. Paschke	234 couples
Feb. 7	Anne Jackson	Bob Farley	\$ 72.00	Tire relay, puppet show	Mr.&Mrs. Saboe Mr.&Mrs. Atkins	169 couples

Feb. 14	Hyam Segell	Freddy Rick	\$ 66.00	Puppet show- Ruth Cole	Mr.&Mrs.O.Gisvold Mr.&Mrs.F.Holtby	153 couples
Feb. 21	Anne Jackson	Swiftly	\$ 50.00	Blackout, comm. singing, Grand	Mr.&Mrs. Washburn Mr.&Mrs. Loye	210 couples
	Common Peepul's	Bob Farley	\$ 72.00	March	Mr.&Mrs. Curtis	couples
Feb. 28	Anne Jackson	Wally Drieling	\$ 78.00	Movie	Mr.&Mrs. Art Brafield	129 couples
Mar. 7	Hyam Segell	Swiftly	\$ 75.00	Gopher given away	Mr.&Mrs. G. McCunes Mr.&Mrs. G.S.Appel	108 couples
& Apr. 4	Emil Behrens	Records		movies to 9:30	Mr.&Mrs. Netz Mr.&Mrs. Gisvold	108 couples
	Movie-Dance Nite					
Apr. 11	Emil Behrens	Glad Olinger	\$ 80.00	Pershing Rifles	Mrs. Miller Mr.&Mrs. E. Lathram Mr.&Mrs. Paschke Mr.&Mrs. Washburn	144 couples
	Defense Stomp					
Apr. 18	Emil Behrens	Bob Owens	\$ 60.00			87 couples

REPORT ON ATTENDANCE AT THE NATIONAL UNION CONVENTION

by

Harvey W. Stenson, Union Program Consultant

1941

One of the sessions attended was the one entitled "Guidance and Personnel Work in the Union." The chairman was Mr. Foster Coffin of Cornell University, and the speakers were Mr. Warren G. Messer of Wayne University and Mr. Harvey Stenson of the University of Minnesota.

The students and staff who attended this discussion made many contributions and the meeting was thought to be worthwhile and significant. The following suggestions and points were discussed and clarified:

1. The Union on any campus is considered a part of the whole university picture, and as such should assume the responsibility of personnel work in the field that it is responsible for; namely, social, recreational, and cultural aspects.
2. The administration, University departments, and agencies ~~which~~ are aware that the Union is fulfilling a definite need and is in a position to do personnel work, form a distinct area. These departments are and will be calling on the Union for assistance.
3. The Union in turn recognizes that there are other agencies on the campus better qualified to advise along specific lines. These, of course, should be used constantly.

In regard to the set-up within the Union itself, the following points were emphasized:

1. The Unions have constantly selected staff people who are better qualified and trained to do guidance and personnel work. These staff people are conscious of individualization, and this situation also encourages students to seek help from the staff. (It was also mentioned that staff people should be emotionally stable, reliable, possess leadership qualities, and good character.)
2. The Union, through its program, has a desirable hold on students. Students select the phase of the program in which they are more interested and hence do not feel any compulsion.
3. Staff meetings and conferences are held often to discuss individual students and their problems, and in this way better solutions are possible.
4. The Union program is an excellent laboratory for the training of students in life situations. Union staff people have an opportunity to observe students in normal

(Report on Attendance at the National Union Convention)

contact with others and in this way can do much to make suggestions to students and to other agencies about the students.

5. Records of students in the Unions are constantly being improved upon and valuable information is obtainable. The "goal charts" have been suggested as a means of setting a goal for a student and for a systematic way of following him through four years' training.
6. Research is constantly being done; and the Unions throughout the country are attempting to measure the results of group experiences, determining the relationships and values in the Union program, determining what students' needs in life are, and trying, insofar as is possible, to further determine into which level of social strata a certain individual belongs.

It was the general consensus of opinion that the Unions are now doing personnel and guidance work and are in a very good position to make a greater contribution as they develop.

"The Role of the Union in Developing Students for Future Leadership Responsibilities" was one of the discussions at the National Convention. This meeting was attended by a comparatively few, apparently because the subject had been discussed several times before and partly due to another interesting meeting being held at the same time. The Executive Secretary of the Alumni Association of Nebraska was the speaker, and although he presented some significant points, most of them were in direct relation to the Alumni Association and therefore were too confining.

The discussion that followed was not entirely adequate because it seemed too easy to stray from the subject and a number of the discussions were not at all pertinent.

The points that were generally agreed upon and emphasized are as follows:

1. The Union program itself perhaps has the greatest role in developing students for future leadership and responsibility. The carry-over value is regarded as worthwhile. Students learn to introduce speakers, learn how to conduct and execute programs of a social nature, study the make-up of forums and carry these kinds of experiences into their neighborhoods and communities.
2. All student groups on the campus make their headquarters, physically and spiritually, in the Union. A campus organization is affected one way or another by the Union. It was mentioned too that it was desirable for one student group to be conscious of other groups on the campus; likewise for one group in a community to know and appreciate others. The Union also, because of its equipment and physical facilities, makes available to student groups the opportunities to play some role in the developing of students.
3. The Union is a common meeting ground for students, alumni, faculty, and friends. It is the one attachment that they all seem to have with one another and with the University. The Union is a very important part of the University to many people. This relationship makes possible students' knowing other members of the university family and aids in the development of them for future responsibilities.

DIRECTOR'S REPORT ON THE
CONFERENCE OF THE ASSOCIATION OF COLLEGE UNIONS, 1941

Introduction

The 22nd conference of the Association of College Unions was held this year on the 5th and 6th of December at the University of Nebraska. Attending the conference were nine University of Minnesota delegates--two representing the Farm Union and seven the Main Union. They were the Assistant to the Director, Mr. Gordon Starr; the President of the Farm Board, Mr. William Kehr; and the Director, Mr. G. R. Higgins; the two Program Consultants, Miss Mary Hamilton and Mr. H. W. Stenson; Union Board President, Mr. William Dunsworth; and three other student representatives, Miss Mary O. Dealy, Mr. Edward Braman, and Mr. Emil Behrens representing the Main Union.

The delegation drove to Lincoln, Nebraska, in two cars--a distance of 450 miles and returned without incident or mishap. The news of the bombing at Pearl Harbor met them upon their arrival at Minneapolis. The reality of war has tended to overshadow the recent activities at Lincoln. However, in this report, the Director wishes to give some indication of the activities and discussions which transpired there.

Convention Attendance

The westerly location of the meeting resulted in the absence of several of the smaller eastern schools while numerous western and mid-western schools were present for the first time. Many of the latter sent sizable delegations which resulted in the establishing of the largest attendance record of 140 delegates. Twenty-three different states were represented and approximately 40 different colleges and universities.

Business Sessions

The official convention business sessions were divided into three simultaneous discussion groups. The first of these were schedules for Friday afternoon following a few general remarks by the Association President, Mr. Robert Parke, Director of the Buffalo Union, Buffalo, New York. The three topics discussed were: "Union Operating Problems", at which your Director participated as a discussion leader; "Guidance and Personnel Work in the Union" at which Mr. H. Stenson and Miss Mary Hamilton assumed similar roles; and the Student Section where the student delegates represented Minnesota.

The Director can best describe the results of those sessions which he attended--other delegates will report upon those sessions at which they were present.

- I. Operating Problems Session (Friday Afternoon)
Chairman: Mr. V. L. Kretschmer, Director Illinois Union

The group discussed a total of 15 different subjects, among them being:

A. How can satisfactory morale among the full-time and part-time Union staff best be created?

1. Union Employee Clubs
2. Union Employee Parties
3. Union Employee Work Manuals
4. Union Employee Staff Conferences

B. How can thievery and abuse of furnishings be controlled?

1. By the use of woman social hostess and student guards patrolling the building.
2. Use of student page boys.

C. What are the most effective controls over drinking and social misconducts?

1. Of all the problems discussed, this seemed to be most difficult to solve. The Hostess idea and page boys seemed to be the only effective methods.

D. Should groups or individuals be charged for damage to Union property?

1. In general, it was considered unwise to make such charges except where great carelessness was evidenced.

E. Problems involved in collection of Federal taxes.

1. It was found that whereas some Unions had been required to pay a tax on Billiard and Bowling equipment, others had been exempt.
2. Some Unions were being made responsible for notifying the Tax Department of all meetings in the building which were eligible for tax payment.

F. The value of page boys in Unions.

1. It was found that page boys performed the following services in the Union:

- a. Certain cleaning and janitorial services.
- b. Straightening furniture.
- c. Checking clothes for patrons in lounges.
- d. Supervising social conduct.
- e. Eliminating abuse of furniture.

G. Responsibility of Unions for losses in check-rooms, accidents, etc.

1. The Unions at state institutions generally do not recognize liabilities for accidents, etc.
2. Private colleges and incorporated unions usually carry liability insurance.

H. Cash or food for part-time student pay?

1. Those Unions which reimbursed students with cash felt this the most satisfactory method because of the financial training it gave students.
2. Those giving food alone felt that this assured a healthier employee.
3. Those which gave a combination of both seemed best situated of all.

On Saturday morning three seminars were held:

1. Role of the Union in Developing Students for Future Responsibilities.
Speaker: E. F. Du Teau, Secretary, Nebraska Alumni Association.
2. Student Meeting.
3. Food Problems.

II. Food Problem Session (Saturday Morning)

Chairman: Miss Mildred King, Food Director, University of Nebraska Union.

First Speaker was William Dennison, Director of Institutional and Hotel Department, Swift and Company.

Mr. Dennison gave an expert demonstration of the art of meat cutting. He spent an hour showing the group the most economical methods of cutting and preparing meats. He illustrated methods of obtaining tasty but inexpensive meat dishes in spite of rising meat cost.

Second Speaker was Mr. R. H. Gilbert, an officer of the Hydrox Corporation of Chicago.

Mr. Gilbert gave a very clear and effective lecture on the techniques and problems in proper soda fountain operation. Your Director learned many helpful hints for the efficient operation of the Farm Union fountain.

Third Speaker was Mr. Edgar A. Whiting, Assistant Director, Willard Straight Hall, Cornell University.

Mr. Whiting discussed the problems arising out of increased food costs and its effect upon Union Food operations.

- III. Official Association Business Session, Saturday Afternoon, 2:00 p.m.-6:00 p.m. Mr. Robert Parke, President of the Association Presiding.

A. The Executive committee reported upon its activities during the year. In that time it had:

1. Affiliated the Association with the National Council of Personnel and Guidance Association.
2. Founded an Intercollegiate Billiards and Bridge Tournament Plan.
3. Copyrighted the Handbook on College Community Centers by Miss Edith Austs Humphreys.
4. Established a financial balance of \$481.20.
5. Increased the Association membership from 64 to 72.
6. Established a Union Employment Personnel Bureau.
7. Build the Association Bulletin subscription list to 425.

B. All the summarizers for the sectional meetings read reports on the discussions which had transpired during the conference.

C. A motion made by the student members to select the location of the Association meeting two years in advance so as to provide for better student discussion sessions was defeated as impractical.

D. A motion to charge the Executive committee with the responsibility for providing some method of selecting the chairman of the student meetings well in advance of the conference.

E. The elections of officers of the Association was held with the following results:

President: Walter Heideman, Manager, Downey House,
Wesleyan University.

Vice President: William Matthews, Director, Florida
Union.

Secretary-Treasurer: P. B. Hartenstein, Director,
Houston Hall, University of
Pennsylvania.

Asst. Sec.-Treasurer: Mr. Edgar Whiting, Assistant
Director, Willard Straight Hall, University
of Cornell.

Editor: Mr. Porter Butts, Director, Wisconsin
Union.

Assistant Editor: Mr. Douglas Osterheld, Assistant
Director, Wisconsin Union.

F. Invitations for the 1942 Conference Meeting.

Three colleges invited the '42 conference of the Association: University of Cincinnati, University of Illinois, and the University of Minnesota.

Indications are that Cincinnati will be chosen by the Executive committee for two reasons:

1. Because the University of Cincinnati had placed its request last year.

2. Because the easterly location of the University of Cincinnati would give better balance to the rotation of meetings.

Conclusion

Judged in the light of some previous conferences, the 1941 meeting did not seem as effective as might be desired. The reasons for this condition were:

1. Two of the important Association officers who possess much of the personal knowledge about the Association policies and activities were not in attendance—one because of defense activities, the other due to personal and business activities.

2. The location of the conference so far west resulted in several active Union organizations in the East not being represented.

3. Within the past several years, the size and composition of the delegation has materially changed. This change has meant an increase in student representation as well as that of women delegates. It seemed that those planning the conference failed to alter the program so as to take full advantage of this very fundamental and desirable condition. It appears that the Association is experiencing normal growing pains.

Had the war come one week sooner, it is likely that we could have gained considerable by a discussion of the part the Union should play in the war activities.

This comment is not made to give the impression that much valuable information and inspiration was not derived from the meeting. Of greatest value to the Minnesota Union seems to have been the opportunity for several of the staff members and the student Board members to compare the Minnesota Union as a building, an organization, and as a program-planning agency with the other Unions at the conference. The knowledge that Minnesota compares favorably with most of the Unions should give all a feeling of confidence and enthusiasm in our Minnesota situation.

This report is fragmentary, but since the complete and detailed report of the business sessions of the conference will be made by the Association within a few weeks, a more complete report seems unnecessary.

1941-42 BUDGET FOR THE COPPER MEMORIAL UNION

7202

2500-GENERAL

<u>SALARY ADJUSTMENTS</u>	<u>1940-41</u>	<u>1941-42</u>
<u>Automatic Salary Increases</u>		
Wilma Sivertsen Senior Clerk Stenographer	\$ 1,320	\$ 1,380
Helen E. Trost Clerk Stenographer	960	1,020
Estelle Lamberton Attendant	720	765
<u>Non-Automatic Salary Increase</u>		
G. Ray Higgins Director	3,600	4,000
<u>New Positions</u>		
Marian Ebeltoft Junior Clerk Stenographer	780	900
Edithe Foster Attendant	---	720
<u>SALARIES WITHOUT ADJUSTMENT</u>	<u>1,202</u>	<u>1,020</u>
<u>SALARIES FULL TIME STAFF</u>	<u>\$8,400</u>	<u>\$9,805</u>
<u>SALARIES PART TIME STAFF-401</u>	<u>4,000</u>	<u>3,800</u>
	\$12,400	\$13,605
<u>ADMINISTRATIVE EXPENSE CHARGED TO OTHER DEPARTMENTS</u>		
7203	360	360
7237	---	1,715
7238	---	1,495
	<u>---</u>	<u>---</u>
Total Salaries Charged Against 7202-2500	\$12,040	\$10,230
<u>SUPPLIES, EXPENSE, AND EQUIPMENT</u>	<u>4,000</u>	<u>5,000</u>
Total 7202-2500 Budget	\$16,040	\$15,230

4500-PROGRAM

<u>SALARY ADJUSTMENT</u>		
<u>Non-Automatic Salary Increase</u>		
Harvey Stenson	\$ 2,100	\$ 2,400
<u>SALARY WITHOUT ADJUSTMENT</u>	<u>1,800</u>	<u>1,800</u>
<u>SALARIES FULL TIME STAFF</u>	<u>\$ 3,900</u>	<u>\$ 4,200</u>
<u>SALARIES PART TIME STAFF</u>	<u>1,600</u>	<u>1,800</u>
Total Salaries Charged Against 7202-4500	\$ 5,500	\$ 6,000
<u>SUPPLIES, EXPENSE, AND EQUIPMENT</u>	<u>7,000*</u>	<u>6,800*</u>
Total 7202-4500 Budget	\$12,500	\$12,800

* Plus income from Program admissions

1941-42 BUDGET FOR THE COPPER MEMORIAL UNION

7202

6500-BUILDING MAINTENANCE

<u>SALARY ADJUSTMENTS</u>	<u>1940-41</u>	<u>1941-42</u>
<u>Automatic Salary Increases</u>		
Russell Carlson Floorman	\$ 1,020	\$ 1,080
Tony Milner Floorman	1,020	1,080
Lavern Christenson Floorman	1,020	1,080
James Stavlo Janitor	1,440	1,500
<u>Non-Automatic Salary Increases or Decreases</u>		
Lester Schlink Janitor	1,320	1,200
<u>New Positions</u>		
. Floorman	---	765
. Floorman	---	765
. Maintenance Mechanic	---	900
<u>Position Not Filled</u>		
. Janitress	1,200	---
 <u>SALARIES WITHOUT ADJUSTMENT</u>	 <u>4,820</u>	 <u>4,820</u>
 <u>SALARIES FULL TIME STAFF</u>	 \$11,840	 \$13,190
<u>SALARIES PART TIME STAFF-421</u>	<u>600</u>	<u>1,000</u>
 Total Salaries Charged Against 7202-6500	 \$12,440	 \$14,190
 <u>SUPPLIES, EXPENSE, AND EQUIPMENT</u>	 <u>24,520</u>	 <u>19,855</u>
 Total 7202-6500 Budget	 \$36,960	 \$34,045
Total 7202-2500 Budget	16,040	15,230
Total 7202-4500 Budget	<u>12,500</u>	<u>12,800</u>
 <u>GRAND TOTAL BUDGET FOR 7202</u>	 <u>\$65,500</u>	 <u>\$62,075</u>

1941-42 BUDGET FOR SELF SUPPORTING DEPARTMENTS OF THE COFFMAN MEMORIAL UNION

7237

BILLIARDS

<u>SALARY ADJUSTMENTS</u>	<u>1940-41</u>	<u>1941-42</u>
<u>Automatic Salary Increase</u>		
Byron Smith Stores Clerk	\$ 1,020	\$ 1,080
<u>New Positions</u>		
. Stores Clerk	---	765
<u>SALARIES WITHOUT ADJUSTMENT</u>	<u>1,740</u>	<u>1,740</u>
SALARIES FULL TIME STAFF	\$ 2,760	\$ 3,585
SALARIES PART TIME STAFF	<u>1,000</u>	<u>1,000</u>
	\$ 3,760	\$ 4,585
<u>ADMINISTRATIVE EXPENSE CHARGED</u>	<u>---</u>	<u>1,515</u>
Total Salaries Charged Against 7237	\$ 3,760	\$ 6,100
<u>SUPPLIES, EXPENSE, AND EQUIPMENT</u>	<u>1,940</u>	<u>1,730</u>
(Overhead 2% i.e. \$376; Heat \$110; Light \$220)	\$ 5,700	\$ 7,830
<u>MERCHANDISE FOR RESALE-4500</u>	<u>7,500</u>	<u>11,000</u>
Total 7237 Budget	\$ 13,200	\$18,830

7238

<u>SALARY ADJUSTMENTS</u>		
<u>Automatic Salary Increase</u>		
William Chopp Maintenance Man	\$ 1,200	\$ 1,260
<u>Non-Automatic Salary Increase</u>		
Ward Kern Ass't. to the Supervisor	1,000	1,140
<u>New Positions</u>		
. Stores Clerk	---	765
<u>SALARIES WITHOUT ADJUSTMENT</u>	<u>2,520</u>	<u>2,520</u>
SALARIES FULL TIME STAFF	\$ 4,800	\$ 5,685
SALARIES PART TIME STAFF	<u>9,650</u>	<u>11,000</u>
	\$ 14,450	\$16,685
<u>ADMINISTRATIVE EXPENSE CHARGED</u>	<u>---</u>	<u>1,500</u>
Total Salaries Charged Against 7238	\$ 14,450	\$18,185
<u>SUPPLIES, EXPENSE, AND EQUIPMENT-2500</u>	<u>3,750</u>	<u>5,100</u>
(Overhead 2% i.e. \$345; Heat \$300; Light \$1,200)	\$ 18,200	\$23,285
<u>MERCHANDISE FOR RESALE-4500</u>	<u>1,800</u>	<u>4,000</u>
Total 7238 Budget	\$ 20,000	\$27,285

MIXER SPONSOR REPORT

Lyle Hanse

In the fall quarter and part of the winter quarter the Mixer Committee serves a very definite purpose. The function that is carried out is the mixing of unacquainted students. Many students from out of town and out of the state come to the University very shy, bashful, and somewhat backward. This is not necessarily true of all students attending the mixer activities. They don't know how to dance or don't care to dance, and they find a pleasing source of satisfaction by participating in a variety of get-acquainted games and games of entertainment. Especially in the fall quarter, these mixers fulfill their function and achieve the ultimate objective of "mixing" people.

Under the Mixer program are the Saturday Fun Nites, the Sunday Afternoon programs, the Freshman Week Men's Mixer, and Football Broadcasts in the Union. The continuous program of games, (ping pong, cards, and probably some strenuous games) is the job performed by Saturday Fun Nite. Refreshments may be served during the course of the evening.

The Sunday Afternoon Programs consist generally of movies, concerts, games, or outings. The type of program is up to the discretion of the chairman in charge. A competent chairman will have a lively, interesting program for the afternoon.

The other mixer programs for the school year are individual or single events and it is a good idea for the sponsor to take an active part in these affairs. It serves as good experience for the sponsor in that he becomes better qualified in assisting and advising the chairmen of other mixer events.

The success of the mixer events depends a great deal on the type of chairman who is chosen by the Mixer Sponsor on the Union Board. The sponsor should fully realize his position in respect to these events. If the sponsor will take it upon himself to feel fully responsible for these events, he will feel obliged to work in coordination with his appointed chairmen. The sponsor can attain his ultimate objective by working closely with the chairmen and their committees, by attending meetings and taking active part in discussions and planning, and by following up and checking the work done by the chairmen. Not only will the sponsor get the work done but he will find he receives a good deal of satisfaction of achievement. That achievement will be a good stepping stone to an officer position on the Board in his following year.

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The sponsor will find that a student who is majoring in recreation will be a splendid chairman for any of the mixer events. This person will "stick" to his task and will see that it is well done. A warning to sponsor--don't let things slide or get out of hand, for you will find that procrastination will only lead to pitfall.

For further details and reports consult the numerous reports and recorded comments on file in the Program Consultants' Office.

SOCIAL SKILLS - Alice Wendell

The program for which the sponsor of Social Skills is responsible varies from quarter to quarter. This fall Social Skills included the Personal Development Series, the Talent Course, and Charm, Inc.; winter quarter the Personal Development Series and the Talent Course; and spring quarter only the Talent Course.

The purpose of the Personal Development Series was to make students feel at ease in various social situations which may arise in a student's life. For details of speakers and the nature of the meetings see the chairman's report. Fall quarter the sponsor chose the chairman and all committee members from the group which came to the Series. It was the opinion of the sponsor that it was not very successful to choose the chairman from this group, but that it was wise to have everyone who came to the Series be a member of some committee. This was proven winter quarter, when two co-chairmen were chosen beforehand. Their enthusiasm made the series a success. The sponsor's main responsibility then was to contact speakers. The attendance this year has been quite small (about 30). Better publicity in the future would greatly improve the Personal Development Series. The Series was discontinued for spring quarter because it was felt that then the attendance would drop even lower.

Charm, Inc. was a new program this year, for girls only. It provided lectures by and interviews with experts in the field of good grooming. This seemed to be a very worthwhile though expensive program. The initial publicity drew a crowd of approximately 500 to the first style show. With each subsequent talk the attendance dropped, due to a combination of several factors. From the sponsor's point of view, the main responsibility should be to appoint a good chairman and keep in close touch with her.

The Talent Course has been directed by paid staff members. Winter quarter this group presented an almost-professional show called "Rhythm Rhapsody". The main ballroom of the Union was completely filled at the first performance, and a repeat performance had to be given. Rhythm Rhapsody was also presented at Fort Snelling and over the radio. One of the members of the group placed second in the Fred Allen Talent Search Contest, and now has signed a radio contract. Spring quarter the group will present Starlight Serenade, another show comparable to Rhythm Rhapsody. This is one program which should be undoubtedly be continued.

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The sponsor this year was taking her senior practical work in Medical Technology which necessitated that she spend from 8:00-4:30 every day working in the University hospital. Therefore, she could not attend her committee meetings or actual events. The only alternative was to keep in close touch with her chairmen. It would be advisable to have the sponsor closer to her program, although the above arrangement is satisfactory.

WAR EFFORTS ENTERTAINMENT - Alice Wendell

The War Efforts Entertainment Service was set up primarily to send entertainment to Fort Snelling. There have been two phases of the committee work, both of which could function better.

The purpose of one of the committees is to scout for suitable talent. Therefore, the committee is composed of a member from WLB, one from the Theater, one from the Music Department, besides a representative from the Farm Campus Entertainment Committee and the Union Board.

The purpose of the other committee is to keep files of all those who are willing to entertain and who have already entertained at the Fort. This committee is composed of students who had registered with SWECC as interested in entertainment and later volunteered to do committee work.

These two committees could work very well. So far neither has functioned to its fullest capacity. It should be up to the Union Board chairman to see that they do. This year Mr. Stenson has done many of the things which should rightly be the chairman's responsibility, such as contacting various campus groups which could entertain and contacting the Fort about time of performance, etc. With as active committee as outlined above, this situation should be remedied in the future.