

REPORT OF THE COMMITTEE ON BUSINESS AND RULES

To the University Senate:

Your Committee on Business and Rules respectfully presents the following matters for consideration at the second meeting of the Senate, February 19, 1925.

- I. Approval of the minutes of the meeting of October 23, 1924
- II. Appointments to Committees as nominated by the President
- III. Report of the Administrative Committee of the Senate

I. APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 23, 1924

II. APPOINTMENT OF THE FOLLOWING COMMITTEES AS NOMINATED BY THE PRESIDENT:

1. *Student Publications:*

Lloyd I. Nelson, Ag25, in place of Roy Thompson, A27

2. *Library*

Dr. C. M. Jackson in place of Dean Ford

III. REPORT OF THE ADMINISTRATIVE COMMITTEE

1. Actions Reported for Ratification

The following actions have been taken since the last meeting of the Senate and are reported for ratification:

1. *Cap and Gown Day.* In view of the conflict between the date set for Cap and Gown Day in the University Calendar and an important meeting of the Educational Council of the Commonwealth Fund, it was *voted* to recommend the postponement of Cap and Gown Day for one week.

2. *Calendar for 1925-26.* The calendar for 1925-26 as prepared by the Registrar was amended in a number of details and recommended to the University Senate for approval, as follows:

UNIVERSITY CALENDAR

1925-26

FALL QUARTER

September	17	Thursday	Payment of fees closes, except for new students
September	17-19		Entrance examinations
September	21-25		Examinations for removal of conditions Physical examinations for all new students
September	24-25		Registration period, ² colleges of Science, Literature, and the Arts, and Education Registration days ² for all colleges not included above
September	25	Friday	Payment of fees for new students closes
September	28	Monday	Fall quarter classes begin, 8:30 ¹ a.m. First semester extension classes ³ begin
October	15	Thursday	Senate meeting, 4:30 p.m.
November	11	Wednesday	Armistice Day; a holiday
November	14	Saturday	Homecoming Day
November	26	Thursday	Thanksgiving Day; a holiday
December	3	Thursday	State Day Convocation
December	16-19		Final examination period
December	17	Thursday	Commencement Convocation Senate meeting, 4:30 p.m.
December	19	Saturday	Fall quarter ends, Christmas vacation begins, 5:20 p.m.
December	23	Wednesday	Payment of fees closes for all students in residence fall quarter ⁴

WINTER QUARTER

December	28-30		Entrance examinations
December	31	Thursday	Registration days for new students in all colleges
January	2	Saturday	
January	4	Monday	Christmas vacation ends, winter quarter classes begin, 8:30 ¹ a.m.
January	30	Saturday	First semester extension classes close
February	1	Monday	Second semester extension classes begin
February	12	Friday	Lincoln's Birthday; a holiday
February	18	Thursday	Charter Day Convocation Senate meeting, 4:30 p.m.
February	22	Monday	Washington's Birthday; a holiday
March	17-20		Final examination period
March	18	Thursday	Payment of fees closes for all students in residence winter quarter ⁴
March	20	Saturday	Winter quarter ends, spring vacation begins, 5:20 p.m.

SPRING QUARTER

March	22-24		Entrance examinations
March	26-27		Registration days for new students in all colleges
March	29	Monday	Spring vacation ends, spring quarter classes begin, 8:30 ¹ a.m.
April	2	Friday	Good Friday; a holiday
May	13	Thursday	Cap and Gown Day Convocation
May	20	Thursday	Senate meeting, 4:30 p.m.
May	29	Saturday	Second semester extension classes close
May	31	Monday	A holiday (May 30, Sunday, Memorial Day)
June	9-12		Final examination period
June	12	Saturday	Spring quarter closes, 5:20 p.m.
June	13	Sunday	Baccalaureate service
June	14	Monday	Fifty-fourth annual commencement
June	18-19		Summer Session first term begins, registration and payment of fees

SUMMER SESSION

June	21	Monday	Classes begin, 8:00 a.m.
July	31	Saturday	Registration and payment of fees for second term closes First term Summer Session closes
August	2	Monday	Second term classes begin
September	4	Saturday	Second term Summer Session closes

¹ First hour classes begin at 8:00 in the Medical School and at 8:15 at University Farm.

² Registration subsequent to the date specified will necessitate the approval of the college concerned. See also penalty fees for late registration, page —

No student will be allowed to register in the University after one week from the beginning of the quarter excepting in unusual cases wherein special and peculiar circumstances shall justify the appropriate committee of the college concerned permitting registration at a later date.

³ This date does not refer to correspondence study courses which may be started at any time during the year.

⁴ New students must pay fees on dates announced for registration.

3. *Report of the Special Committee on Senior Examinations.* The report of this committee was amended and recommended to the University Senate in the following form:

a. The Registrar will publish each quarter a definite date one week before Commencement at which the marks of all candidates for graduation at the end of that quarter shall be due in his office. Instructors shall record the marks of such students in the Registrar's office by the date fixed.

b. The method by which such marks will be determined is left to the respective faculties. In all cases in which an examination is necessary to satisfactorily determine a student's standing such examination shall be given before the specified date.

c. As early in the quarter as practicable, the Registrar will prepare and distribute a tentative list of those students who may reasonably expect to graduate at the end of the current quarter.

d. At the Commencement exercises, degrees will be granted only to those students who have completed the requirements for graduation. The names of such students only will appear on the commencement program. Exception will be made in the case of medical students and nurses as in the past.

e. All existing rules of the Senate inconsistent with the above provisions are hereby repealed.

2. Actions Reported for Information

1. *Report of the Committee on University Exhibit.* A preliminary report from the committee was discussed, and it was voted as the sense of the Committee that some form of exhibit should be prepared suitable for use at the state and county fairs and at such other places as may be deemed advisable. It was understood that a joint meeting with the special committee on University exhibit would be held for a further discussion of the plan.

2. *Report of the Committee on Students' General Deposit.* Voted to approve the following as a recommendation to the Board of Regents:

First: That beginning with the winter quarter of the current year towel charges for work in Physical Education for Men be taken care of by direct purchase of towel tickets from the Bursar.

Second: That beginning with the academic year 1925-26 every student not now exempted from the payment of the miscellaneous fees be charged one incidental fee of \$4.00 per quarter which will include the following general fees: Minnesota Union, \$1.00; Health Fee, \$2.00; Minnesota Daily, \$0.50; Postoffice box rental, \$0.20; Address Book, \$0.10.

This will free the general deposit from fixed charges made against all students and leave the deposit fee available for departmental laboratory charges, library charges, lockers, etc., which vary in individual cases. The actual increase over what a student now pays is \$0.55 for the year.

It is understood that the allotments for the Health Service, Minnesota Union, Shevlin Hall, Postoffice, Minnesota Daily, and Address Book will be made in lump sums from these receipts based on actual registrations.

Third: That the basis for refund for this incidental fee shall be the same as the basis for the refund of tuition, except that in no case shall more than \$3.00 be refunded."

3. *Excuses for Illness.* Voted to approve Dr. Diehl's recommendation for a modification of the rule relating to excuses for illness as follows:

a. That when a student has been absent on account of illness he be required to report to the Health Service for an examination.

b. That the certification to the effect that he has no contagious disease or other condition for which he should be excluded from class be given by the Health Service. In case he has consulted the Health Service or a private physician during his illness this fact will be stated upon the certification blank.

c. That the student present this health certification to the person or persons designated by the various faculties to issue excuses.

4. *Textbook Approval.* Voted to approve the use of the following textbooks in University classes: Conger's, A Course in Philosophy; Sirokin's, The Sociology of Revolution.

5. *Pension Plan.* The President announced that after a full consideration of the committee reports and correspondence in connection with the various pension plans which had been considered by the committee for the last few years, he was of the opinion that it was not feasible to attempt any plan of this kind at the present time.

R. M. WEST, Clerk of the Senate