

SENATE DOCKET

To the University Senate:

Your Committee on Business and Rules respectfully presents the following matters for your consideration at the second meeting of the Senate, February 19, 1931:

- I. Approval of the Minutes of the Meeting of December 18, 1930.
- II. Report of the Administrative Committee.
- III. Report of the Committee on Business and Rules.

I. APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 18, 1930

II. 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. *Final Examination Period.* Voted to approve the following recommendations of the All University Schedule Committee:

"That the final examination period at the close of each quarter be extended from four to six days, beginning on Monday morning of the last week of each quarter. It was the sense of the Committee that the examination periods should be so distributed over this period as to provide for a lighter schedule during the earlier part of the week with ample time for preparation between examinations. The opinion was also expressed by the Committee that departments should not be permitted to date their final examinations ahead of the regular scheduled time except under such special circumstances as may be approved by the Schedule Committee or the Administrative Committee."

2. *Report of the Special Committee on Commencement.* It was voted to approve the following recommendation with the understanding that the date of commencement for 1932 should be referred to the Committee on University Functions: "that the actual graduation be only on the completion of all required work; that the ceremony be held at the same time as at present; that seniors attend final examinations at the regular time and obtain their diplomas as soon after the commencement ceremony as all work is completed."

3. *Calendar for 1931-32.* Voted to approve the following calendar as submitted by the registrar:

UNIVERSITY CALENDAR

1931-32

Fall Quarter

1931			
September	14	Monday	Extension registration first semester begins
September	17	Thursday	Payment of fees closes, except for new students
September	21	Monday	Entrance tests
September	21-22		Registration for Freshman Week of all new students entering the freshman class
September	21-25		Examinations for removal of conditions Physical examinations Comprehensive examinations, Medical School
September	22-25		Registration period, ¹ College of Science, Literature, and the Arts
September	23-26		Freshman Week
September	24-25		Registration days ¹ for all colleges not included above except the College of Engineering and Architecture, and the School of Chemistry
September	25	Friday	Registration day ¹ for the College of Engineering and Architecture, and the School of Chemistry
September	26	Saturday	Payment of fees for new students closes Last day for extension registration without penalty
September	28	Monday	Fall quarter classes begin, 8:30 a.m. ² First semester extension classes begin ³
October	15	Thursday	Senate meeting, 4:30 p.m.
October	31	Saturday	Homecoming Day
November	4	Wednesday	Mid-quarter grades due
November	11	Wednesday	Armistice Day Convocation
November	26	Thursday	Thanksgiving Day; a holiday
December	3	Thursday	State Day Convocation
December	14-19		Final examination period
December	17	Thursday	Commencement Convocation Senate meeting, 4:30 p.m.
December	19	Saturday	Fall quarter ends, 6:00 p.m.
December	26	Saturday	Payment of fees closes for all students in residence fall quarter ⁴

Winter Quarter

1932			
January	2	Saturday	Entrance tests Registration day for new students in all colleges Payment of fees for new students closes Registration and payment of fees close at 3:00 p.m.
January	4	Monday	Winter quarter classes begin, 8:30 a.m. ²
January	18	Monday	Extension registration second semester begins
January	30	Saturday	First semester extension classes close Last day for extension registration without penalty
February	1	Monday	Second semester extension classes begin
February	9	Tuesday	Mid-quarter grades due
February	12	Friday	Lincoln's Birthday; a holiday (except for extension)
February	18	Thursday	Charter Day Convocation Senate meeting, 4:30 p.m.
February	22	Monday	Washington's Birthday; a holiday (except for extension)
March	14-19		Final examination period
March	17	Thursday	Commencement Convocation Payment of fees closes for all students ⁴ in residence winter quarter
March	19	Saturday	Winter quarter ends, 6:00 p.m.

No spring recess for members of the junior and senior classes in Medicine.

Spring Quarter

March	26	Saturday	Entrance tests Registration day for new students in all colleges Payment of fees for new students closes Registration and payment of fees close at 3:00 p.m.
March	28	Monday	Spring quarter classes begin, 8:30 a.m. ²
May	4	Wednesday	Mid-quarter grades due
May	12	Thursday	Cap and Gown Day Convocation
May	19	Thursday	Senate meeting, 4:30 p.m.
May	27	Friday	Second semester extension classes close
May	30	Monday	Memorial Day; a holiday
June	4 & 7-11		Final examination period
June	5	Sunday	Baccalaureate service
June	6	Monday	Sixtieth annual commencement
June	11	Saturday	Spring quarter closes, 6:00 p.m.

Summer Quarter

June	13-14		Registration, first term
June	15	Wednesday	Summer quarter classes begin, 8:00 a.m.
July	4	Monday	Independence Day; a holiday
July	21	Thursday	Commencement Convocation
July	23	Saturday	Registration and payment of fees for second term closes at 12 m. First term closes
July	25	Monday	Second term classes begin, 8:00 a.m.
August	27	Saturday	Second term closes

¹ 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 circumstances shall justify the appropriate committee of the college concerned permitting registration at a later date.

² First hour classes begin at 8:15 a.m. at University Farm.

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.

2. **Actions Reported for Information**

1. *Re-naming of Old Buildings.* The President reported that the re-naming of old buildings had been referred back to him by the Board of Regents with power. On motion it was voted to recommend the adoption of the committee's original report with reference to Pattee Hall and Jones Hall, and to refer back to the committee for further consideration a name for the Old Library building.

2. *Foreign Student Adviser.* Voted to authorize the creation of a small board to study the problem of the foreign student at the University.

3. *Textbook Approval.* Voted to approve the following textbooks for use in University classes:

Molds, Yeasts, and Actinomycetes—Arthur T. Henrici
The Professional Education of High School Teachers—W. E. Peik

The Training of Teachers in North Dakota—W. E. Peik
Objective Analysis of Recitations, Check Sheets and Manual—W. E. Peik

Histology Outlines—Adolph R. Ringoen

German Grammar, German Reader, German Reader for Medical Students—George F. Lussky

Guide to the Study of Animal Parasites—Reed O. Christenson and William A. Riley

Physique and Intellect—Donald G. Paterson

Readings in Medical German—Oscar C. Burkhard

Sieben Ansätze von Thomas Mann—Pfeiffer and Wittmer

4. *Mimeographed Material Approval.* Voted to approve the following mimeographed material for use in University classes:

Laboratory Note Book for Student Nurses for Course 1w, Pharmacology. Price 50¢, to be sold by department clerk.

Notebook for Dental Students for Course 6w, Pharmacology. Price 50¢, to be sold by department clerk.

Lecture Outlines for Dairy Husbandry. Price 50¢, to be sold by the University Farm Book Store.

Laboratory Notebook for Pharmacology, Course 102w. Price 50¢, to be sold by department clerk.

Laboratory Directions for Physiology, Courses 1 and 2. Price 50¢, to be sold by department clerk.

Two Lecture Outlines for Dairy Husbandry. Price 50¢, to be sold by the University Farm Book Store.

III. **REPORT OF THE COMMITTEE ON BUSINESS AND RULES**

1. Resolved, That the provision contained in a Senate resolution adopted at its meeting of December 18, 1919, creating and defining the powers and duties of a University Student's Work Committee is hereby repealed.

2. Resolved, That the existing By-Law IV of the Senate By-Laws, relating to the standing Committee on Student Affairs, is hereby repealed, and that there is hereby substituted therefor the following By-Law IV: "There shall be a standing Committee on Student Affairs. It shall consist of three members of the faculty and four students. It shall have supervision of all those students' affairs within the jurisdiction of the Senate not within the control or supervision of any other standing committee.

3. Resolved, That the sentence of Article II of the Senate Constitution reading "He shall make a detailed annual report upon the work of the school or college to the President before the close of the University year" be and hereby is amended to read as follows: "He shall make a detailed report upon the work of the school or college to the President at such times as may be determined upon by the proper University authorities. Such report shall cover the period elapsed since the last previous report made hereunder. No such report shall be required more frequently than once for each University year."

4. Resolved, That the provision contained in a resolution adopted by the Senate at its meeting of February 4, 1915, reading as follows: "High schools shall continue to certify the records of their graduates in accordance with the present practise, using marks of Pass, Pass with Credit, and Pass with Honor; save that all reference to numerical percentage be omitted from the official statement to the University," is hereby repealed.

5. Resolved, That the regulation providing that no student may register in the University except in the Graduate School after ten days of the quarter have elapsed, adopted by the Senate at its meeting of February 10, 1916, is hereby repealed.

6. Resolved, That the action of the Senate adopted at its meeting of May 17, 1917, relating to the participation of students in "University week," is hereby repealed.

7. Resolved, That the action of the Senate adopted at its meeting of February 17, 1927, relative to Student Personnel Records is hereby amended by repealing the following parts thereof: "Second, That these forms replace those portions of the registration blanks which now call for personnel information such as the census cards, etc.," and "(b) Record of conference with adviser, for use at subsequent conferences."; and that the paragraph numbers be changed to reflect the elimination of said portions.

8. Resolved, That the provision reading "Final examinations under the quarter scheme occur at the last recitation period or periods", adopted by the Senate at its meeting of May 15, 1924, is hereby repealed.

9. Resolved, That the provision relative to condition examinations, reading "The period selected and the examinations given at each period shall be determined by the respective colleges.", adopted by the Senate at its meeting of February 20, 1919, is hereby repealed.

10. Resolved, That the provision adopted by the Administrative Committee of the Senate recorded on the minutes of its meeting for June 11, 1919, and reading as follows: "Students who are absent from condition examinations and who secure permission from the proper authorities to take a condition examination at other than the regular time shall pay five dollars for each such examination.", is hereby repealed.

11. Resolved, That the existing regulations relating to the physical examinations of students entering the University for the first time, as set forth in the minutes of the Senate meeting of December 19, 1918, and in the minutes of the meeting of the Administrative Committee of the Senate of June 11, 1919, be repealed and that there be substituted therefor the following:

Every student entering the University for the first time shall be required to take a physical examination. Appointments for such examination shall be made at the time of registration. Students failing to keep appointments for physical examinations shall be required to pay for their examination such fee, calculated as nearly as possible on a cost basis, as may from time to time be established by the proper University authorities.

Each college shall print on its registration blanks the Personal Hygiene and Physical Education requirements and fix the hours therefor in conference with the department of Physical Education.

Respectfully submitted,

HENRY ROTTSCHAEFER, *Chairman*