

REPORT OF THE COMMITTEE ON BUSINESS AND RULES

TO THE UNIVERSITY SENATE:

Your Committee on Business and Rules respectfully submits the following matters for consideration:

- I. Report of the Special Committee on the New Carnegie Foundation Plan
- II. Report of the Committee on Education
- III. Report of the Administrative Committee

HENRY J. FLETCHER, *Chairman*

REPORTS IN DETAIL

II. REPORT OF THE COMMITTEE ON EDUCATION

The Committee on Education of the University Senate begs leave to present the following report:

1. *Exchange Professorships.* Whereas the system of exchange professorships in other institutions has served to promote closer relations and more liberal and scholarly ideals in these institutions, the Committee on Education recommends the adoption by the Senate of the following resolutions:

Resolved, That the University Senate recommends that the President of the University be requested to open negotiations with other institutions with a view to the establishment of a mutual exchange of instructors, and if the same seems desirable that he submit to the Board of Regents a plan for exchange professorships.

Resolved further, That in the opinion of the Senate, the President of the University should be free to arrange the conditions under which such exchanges should take place, and the institutions and the departments which should be represented in the exchange.

Resolved further, That the Senate suggests, as a possible basis for the proposed arrangements, the following general principles:

- a. That the University of Minnesota should agree to grant leave or leaves of absence to one or more of its men for such time as may seem proper, preferably for a single semester or for the year.
- b. That the choice of professors, colleges, and departments be made as representative as possible, so that all branches of University work may have an opportunity of participating at some time in the exchange.
- c. That the exchange should be arranged upon the financial basis that each institution provide for the salary of its own representative or representatives, together with a reasonable sum in addition to cover traveling expenses and incidental expenditures.
- d. That the nomination or nominations be made sufficiently early to permit of the readjustment of work in the departments affected.
- e. That the agreement should continue until due notice of termination should be given by one or more of the parties interested.

2. *Payment of expenses of faculty members attending meetings of learned societies.* Whereas it is desirable that the University should be represented at the meetings of the various learned societies, many of which meetings are customarily held at places far distant from the University, the Committee on Education recommends the adoption by the Senate of the following resolution:

Resolved, That the Regents be requested to set aside a fund, to be applied in the discretion of the President, for defraying at least a part of the expenses of faculty members that attend meetings of the various learned societies under either of the following conditions:

- a. Those who attend in an official capacity, either as officers or members of executive committees.
- b. Those who, at such meetings, on official invitations, read a paper or deliver an address.

NORMAN WILDE, *Chairman*

III. REPORT OF THE ADMINISTRATIVE COMMITTEE

1. *Association of Urban Universities.* It was decided that it would be advisable for the University to join such an association.

2. *Calendar for 1916-17.* It was voted that the schedule be revised so that classes will begin a week later in September. To keep the college year the same length as heretofore, classes will begin January 3 after the Christmas holidays, shortening that recess four days, and Easter recess will be shortened two days.

3. *Registration time-limit regulations.* Voted that the present regulations concerning the ten-day limit be reconsidered, and that the following regulation be adopted:

To promote uniformity of practice throughout the University in the registration of students, the following directory regulation is adopted for the guidance of the Registrar and the Admission committees of the several colleges:

"No student shall be allowed to register in the University after ten days from the beginning of the semester, excepting in those unusual cases wherein special and peculiar circumstances shall justify the appropriate committee of the college concerned in permitting registration at a later date."

4. *Eligibility of University Weeks students.* Voted that the following resolutions, presented by the joint committee consisting of the Senate Committees on Student Affairs, Finance and Audit, and Student Publications, be adopted:

a. The Extension Division shall submit, not later than May 1, a complete list of the students whom they are planning to use in connection with the University Weeks, and that list shall in turn be submitted to the respective deans for comment.

b. Conditions or failures, unless excessive, will not be taken into account.

c. All students must be up to grade in current work at the time of leaving.

d. Seniors, if eligible, will receive the grade represented by the value of the work at the time of going on the trip, and will be excused from the finals.

e. Underclassmen will not be excused from final examinations, but will receive "incompletes." Students receiving "incompletes" will have the privilege of removing these "incompletes" immediately following the close of the University Weeks, or the first thing in the fall.

5. *Transfer of students within the University.* The following recommendations of the special committee appointed to consider this matter were approved:

a. Any student whose work is found unsatisfactory at the end of the semester in any college shall be either (1) dropped, (2) transferred, or (3) put on probation.

b. "Dropped students" are those whom the college faculty will not allow to continue or recommend for transfer to another college.

c. "Transferred probationers" or "probation transfers" are those who on recommendation of the faculty under which they are working may be received into another college. This action has the aim of placing the student where he is best fitted and may be taken in case of delinquent students under certain conditions.

d. "Probationers" are faithful but weak students who are warned that they will be dropped if their work does not improve within a definite time.

e. No dropped student shall be received into any other college until such time as he could re-enter the college from which he has been dropped.

f. Delinquent students shall be recommended for transfer only if they are faithful in their efforts but appear to be more likely to succeed in some other work. If the two colleges concerned agree to the transfer, the students will be entered on probation.

6. *Extra payment for overtime work.* It is clearly understood, as a matter of general University policy, that no employee of the University working on a full-time basis shall be paid additional money for extra work or overtime.

7. *Money appeals on the campus.* Voted that no appeals be made on the campus for money contributions for various causes without the approval of the Administrative Committee.

8. *Duplication in degrees.* The question as to what extent credits earned toward a given degree might be counted towards another degree being raised, the following regulation was adopted:

No candidate may receive a given degree until he has completed at least one full year of resident work which has not been counted in meeting the requirements of another and different degree.

9. Report of the Committee on University Functions. Voted that this report, as given below, be adopted:

The Committee on University Functions begs to submit the following recommendations:

a. That the regulations governing academic costume as recommended by a committee on August 9, 1911, and later adopted by the University Council, be considered in force as far as they apply to degrees now given by the University; except that Paragraph 2 of the section devoted to caps, which now reads, "The color of both cap and tassel is black," be revised as follows:

Caps for candidates for the Baccalaureate degree shall be black, and the tassel shall be of the color indicating the degree for which they are candidates. For candidates for advanced degrees, both cap and tassel shall be black.

Members of the faculty may wear caps in accordance with the regulations of the institutions from which they received their degrees.

The regulations revised in accordance with the above revisions would read as follows:

1) The following described academic costume is authorized to be worn at inaugural and commencement exercises, and on such other occasions as may be specified by the President or by the University Council.

2) The official dress of graduates shall consist of the gown, the cap, and the hood.

3) Members of the Board of Regents shall be entitled during their term of office to wear the Doctor's gown, together with the hood appropriate to whatever degree they may have severally received.

4) Members of the Faculty may wear the costume pertaining to their several degrees as hereinbefore described. Their hoods shall in general be lined with the colors of the institutions conferring the degrees, arranged as authorized by the institutions in question or as specified by the Intercollegiate Bureau of Academic Costume. The President of the University, however, and other members of the Faculty, when officially representing the University of Minnesota at other universities, may assume the colors of the University of Minnesota.

5) The President and Deans of the University may have the yokes of their gowns outlined in gold cord, if they jointly agree upon this plan. The President alone shall be entitled to wear a velvet cap and to have the tassel in whole or in part of gold thread.

6) Holders of degrees from the University of Minnesota who become members of other universities shall be entitled to whatever costume pertains to their several degrees at such institutions. At the University of Minnesota, they shall be entitled to the official dress described below.

a) Gowns

(1) The gowns shall be of the patterns commonly used by colleges and universities. The long pointed sleeve indicates the Bachelor's degree; the long closed sleeve, with slit near upper part of arm, indicates the Master's degree; and the round open sleeve indicates the Doctor's degree.

(2) The material for the Bachelor's gown shall be worsted; for the Master's and Doctor's gowns, it shall be either worsted or silk.

(3) The color shall be black.

(4) The Bachelor's and Master's gowns shall be untrimmed. The Doctor's gown shall be faced down the front with black velvet, with bars of the same across the sleeves; or the facings and cross bars may be of the same color as the binding or edging of the hood, being indicative of the degree.

b) Hoods

(1) For the Bachelor's degree, the length shall be three fourths that for the Master's degree. The Master's hood shall be of the customary length, not exceeding four feet; and the Doctor's hood shall be of the same length, but shall have panels at the sides.

(2) The material shall be the same as that of the gown, and the color shall be black.

(3) The lining shall show a maroon chevron over an old gold ground.

(4) The binding or edging shall be of velvet, not more than six inches in width, the color of which shall be appropriate to the degree represented. The colors pertaining to the various degrees conferred by the University are as follows:

Gold-Yellow...	Arts and Letters
	Science, including Agriculture, Engineering, Forestry, and Home Economics
Light Blue....	Education
Dark Blue....	Philosophy
Purple.....	Law
Green.....	Medicine
Orange.....	Mining
Pink.....	Music
Lilac.....	Dentistry
Olive.....	Pharmacy
White.....	

The colors pertaining to other degrees that may be established shall be in accordance with the regulations of the Intercollegiate Bureau of Academic Costume.

c) Caps

(1) The caps shall be of the material and form generally used, commonly called mortar-board caps. Each cap is ornamented with a tassel attached to the middle point at the top.

(2) Caps for candidates for the Baccalaureate degree shall be black, and the tassel shall be of the color indicating the degree for which they are candidates. For candidates for advanced degrees, both cap and tassel shall be black. Members of the faculty may wear caps in accordance with the regulations of the institutions from which they received their degrees.

7) Those presenting themselves for degrees are expected to wear the caps and gowns appropriate to such degrees. The hood may be assumed only after the degrees are conferred. The University will present to each candidate for the Doctor's degree the appropriate hood when the degree is conferred.

8) The official dress of undergraduate candidates shall consist of the Bachelor's gown and cap.

b. That all candidates for degrees shall be required to be present to receive their degrees at the Commencement exercises where such degrees are to be conferred, unless excused by the Dean of the appropriate College and the President.

c. That it is the sense of the Senate that it is a duty for all Faculty members above the rank of Instructor to be present at Commencement exercises when the degrees of their respective colleges are conferred.

d. That more dignity be attached to the function of Baccalaureate Sunday

1) By requesting each Faculty member and each candidate for a degree to be present.

2) By the use of academic costume.

3) By provision for adequate and appropriate music.

4) By a procession.

e. That a committee be appointed to cooperate with class officers with a view to adding to the attendance and dignity of Class Day exercises.

Respectfully submitted,

F. M. MANN, *Chairman*
B. LENTZ
E. W. OLMSTED

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