

REPORT OF THE COMMITTEE ON RULES

TO THE UNIVERSITY SENATE:

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

I. REPORT OF THE ADMINISTRATIVE COMMITTEE

The Administrative Committee respectfully reports the following actions taken since the last regular meeting of the Senate:

1. *Public health.* The principle of establishing a twelve-hour course in Hygiene for all freshman students, and an eight-hour course in Public Health for all senior students, the amount of time required not to exceed the amount of program time indicated, was approved.

2. *Shakespeare celebration.* The following committee to arrange a program for the Shakespeare celebration later in the year was appointed: Messrs. Burton, Craig, Stoll, Northrop, and Miss Sweeney.

3. *Senate code.* Voted that a booklet be prepared containing the constitution of the Senate and such legislation as has been enacted and is now operative.

4. *Expansion of Group F.* Voted to adopt the recommendation of the Committee on the Relation of the University to Other Institutions of Learning that Group F be expanded to include Public Speaking and Debate, one unit; and Art, one unit.

Voted that actions of the Committee on Relation of the University to Other Institutions of Learning become final for the University when adopted by the Senate.

5. *Sabbatic leave.* Voted that the principle of sabbatic leave should be maintained and that President Snyder and Dean Vance be appointed a committee to draft regulations governing such practice, which shall be entirely consistent with the laws of the state.

6. *Text-book authorship and profits.* It was decided that the main issue is to place before the students the proper caliber of text-book, regardless of authorship, and that the question as to who receives the profit is immaterial. Voted that a censorship to determine the advisability of requiring students to secure a given text-book put out by a member of the faculty, be provided.

7. *Sigma Delta Psi.* It was voted that the Committee on Intra-Mural Sports serve as a certification committee of Sigma Delta Psi, the honorary athletic fraternity.

8. *Printing regulations.* Voted to reaffirm the printing regulations as submitted by the Committee, with the provision that before final publication for distribution be made, galley proofs be submitted to members of the Administrative Committee.

9. *Eligibility rules.* Voted that inasmuch as the Senate had referred this matter back to the joint committee, which now re-proposes its original recommendation, that the Senate action of May 13, 1915, be amended by striking out the word "incomplete" in the first sentence, so that it will hereafter read as follows: "No student with any condition or failure standing against him shall be eligible," etc.

10. *Ten-day registration limit.* Voted that no student be allowed to register in the University after ten days of the semester have elapsed.

E. B. PIERCE, Secretary

II. REPORT OF THE COMMITTEE ON RELATIONS OF THE UNIVERSITY TO OTHER INSTITUTIONS OF LEARNING

The Committee on the Relations of the University to Other Institutions of Learning respectfully makes the following recommendations:

1. *Accredited colleges.* (a) That the College of St. Catherine, St. Paul, be recognized as an institution of full collegiate grade for such Liberal Arts courses as it is now giving, and that inspection be provided for such other departments as may be involved in considering the transfer of students.

(b) That the College of St. Teresa, Winona, Minnesota, be recognized for undergraduate work, subject to the conditions stipulated in the letter of January 15, 1916, from that institution, with the following provisions:

1. That the present teacher of Mathematics be transferred, or that she be given at least one year's leave of absence in order to qualify.

2. That the departments of Home Economics and Education be subject to further inspection.

2. *Accredited preparatory school.* That St. Mary's College Winona, be accredited as a secondary school for one year; that the faculty there be notified of the weaknesses pointed out by Mr. Kent; and that the school be further inspected at the end of the year.

3. *Transfer of dropped students.* That no such agreement as that which existed between the colleges of the state and the College of Science, Literature, and the Arts be made. (None of the colleges are now in favor of it.)

4. *Standards for judging Minnesota Schools offering one or two years of college work.* Under the conditions hereinafter specified the University will recognize towards advanced standing, credits earned in a school giving a college course in part, provided such school complies with the following regulations:

a. General conditions

(1) Amount of work to be recognized.—The maximum amount of college work to be recognized shall be two years, but in no case shall a second year's work be recognized until a school has for a reasonable length of time demonstrated its ability to do the first year's work satisfactorily.

(2) Limit to length of time of recognition.—The normal period of recognition shall be one year. Renewals shall be subject to the continued compliance of the school with the standards.

(3) Reports.—The Registrar shall compile a report for each school recognized for advanced credit, such report to show the record of each student in each subject taken in the University.

b. Specific regulations

(1) Applications.—Application for recognition should be made to the Committee on the Relation of the University to Other Institutions of Learning before May 1 preceding the year in which work is given for which recognition is desired.

(2) Courses to be offered at the school.—At least one full year of college work, that is, 14 to 16 credits, must be offered, consisting of courses in at least four subjects with at least one subject in each of the three groups: Language, Science and Mathematics, Social Sciences.

(3) Students.—Students admitted to these courses must be graduates of secondary schools accredited to the University. See also c, (1), (a).

(4) Teachers.—(a) Training and experience. All persons giving instruction in such courses shall have done at least one full year's work in a recognized graduate school (ordinarily one year of graduate work in addition to at least two years of undergraduate study in the subject taught), with special attention to the subjects which they teach, and they must also have at least two year's successful experience

as high school teachers, or acceptable experience as college teachers.

(b) Subjects and hours. Each instructor shall teach not more than two subjects in the college division, and shall not teach more than one five period class in the high school. When in the opinion of the Committee the college enrollment warrants, he shall give his full time to college teaching. The total amount of his classroom work shall be not more than seventeen hours.

(c) The work of the instructor shall show evidence of ability to stimulate and hold the interest of his students so that they shall attain a mastery of and a proper attitude of mind toward the subject taught.

(5) Library and equipment.—Each department shall be provided with books and apparatus sufficient to carry on its work in a proper manner. The books may be in part in a city library if they can be drawn out for students' use under suitable regulations. For the information of the teacher, to maintain his interest and to keep him in touch with the spirit of his subject, the list of books must include both large reference works and two or three periodicals representing scientific or research activity in the subject. Provision must be made for reasonable additions to the library (involving an annual expenditure of from \$15 to \$75 for each study, depending upon the original equipment available and the nature of the subject).

(6) Inspection.—Equipment and work of departments in such schools shall be inspected by qualified representatives of the corresponding University departments, appointed by the Committee on the Relations of the University to Other Institutions of Learning after consultation with the departments. These representatives shall report their findings to the Committee.

c. Admission of students with advanced credits

(1) Students entering the University from a school whose work has been recognized shall be allowed not more than sixteen (16) credits for each semester of such work provided the following conditions are fulfilled:

(a) All entrance requirements of the particular college in which the student enrolls must be met.

(b) The student must present a statement showing that the work for which credit is desired was completed in a satisfactory manner, and that he is entitled to honorable dismissal on the basis of his character and conduct.

(c) All work for which credit is allowed must be in subjects which may be counted towards a degree in the college in which the student enrolls.

(d) The student must complete satisfactorily his first year's work in residence at the University. If, however, a student shall receive any conditions or failures in his first year at the University, his case shall be considered by the appropriate committee for the purpose of adjusting credits.

(2) The student is advised to pursue during his first year at the University some courses which are a continuation of those for which he seeks advanced credit, in order that in the event of his receiving conditions or failures the record in such continuation courses may serve as a basis for assigning advanced credits. The student is also advised to acquaint himself with the requirements for graduation of the particular college he intends to enter in order that he may so shape his course as to meet them with the minimum loss of time.

R. R. SHUMWAY, Chairman

III. REPORT OF THE COMMITTEE ON INTERCOLLEGIATE ATHLETICS

The Senate Committee on Intercollegiate Athletics begs leave to submit to the Senate the following recommendation:

It recommends to the Senate that it affirm the following resolutions adopted by the Intercollegiate Conference of Faculty Representatives at their meeting on December 4, 1915:

1. "RESOLVED: That there shall be open practice in football at least one day in each week."

2. "RESOLVED: That baseball be discontinued as an intercollegiate sport."

3. "RESOLVED: That candidates for the various athletic teams be required to certify to their eligibility in the presence of the Eligibility Committees of their respective institutions."

Respectfully submitted,

JAMES PAIGE, Chairman

IV. REPORT OF THE COMMITTEE ON PRINTING

The Committee on Printing begs leave to submit the following report:

1. *Printing Code*. At the meeting of the Administrative Committee on January 7 a report of this committee covering (1) *printing procedure* and (2) *bulletin regulations* was presented and was adopted with the provision that before official publication galley proofs should be submitted to the members of the Administrative Committee. Such proofs have been sent. The statement of printing procedure and bulletin regulations set forth general principles already laid down by the Senate, and rules and practices, based upon such principles, which have been followed in the past and are now slightly modified to meet new conditions arising from the establishment of a printing plant on the campus.

A brief summary of regulations as to procedure is being printed and will be sent to every member of the faculty.

It is suggested that a complete printing code be published in the near future, to embody the regulations referred to above, and also the following subjects, upon which compilation has already been begun:

Jurisdiction of Printing Committee

Classification of university publications

Printing style

Miscellaneous provisions

2. *Investigations*. The following investigations are under way:

a. *Printing style*.—No existent manual of printing style exactly covers the needs of this institution. A working card index of style is therefore being prepared in the editorial office, which, when completed, can be made the basis of a style book, if desired. Books and pamphlets bearing directly upon the question of printing style are being collected, and also samples of publications from other educational institutions.

b. *Cost of printing*.—The chairman has been requested to investigate the cost of our present composition, etc., to ascertain the status of our printing so far as the reasonableness of prices is concerned. To that end, letters are being sent out to other universities and also to a number of publishing houses, and replies are beginning to come in. In this connection, sample forms of contracts have been requested.

c. *Authors' alterations*.—Letters have also been written to a number of representative institutions to ascertain their practice as to the cost of authors' alterations.

3. *Bulletin Fund*. The question having been raised as to the propriety of furnishing from bulletin funds extra copies of a college bulletin for a mailing list provided by that college, it was decided that such extra bulletins should be paid for out of the budget of the college.

W. P. KIRKWOOD, Chairman