

## The University of Minnesota

## THE SENATE

## ORDER OF BUSINESS

## 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 meeting of the Senate, May 15, 1919.

- I. Approval of the minutes of the meeting of February 20, 1919.
- II. Report of the Administrative Committee.
- III. Report of the Committee on University Functions.
- IV. Report of the Committee on Publications.
- V. Report of the Committee on Student Affairs.
- VI. Report of the Committee on Student Finance and Audit.
- VII. Report of the Library Committee.
- VIII. Report of the Committee on the Relation of the University to other Institutions of Learning.
- IX. Report of the Committee on University Extension.
- X. Report of the Committee on Intramural Sports and Physical Education.
- XI. Report of the Committee on Printing.
- XII. Report of the Committee on Business and Rules.
- XIII. Report of the Committee on Debate and Oratory.

## II. REPORT OF THE ADMINISTRATIVE COMMITTEE

The Administrative Committee reports action taken upon the following items as indicated and submits these to the Senate for ratification:

1. *Reports on senior students:* Voted, upon the recommendation of a committee consisting of the Chairmen of the Student Work Committees of the respective colleges, that all reports on senior students be filed with the Registrar's office six days before Commencement.

2. *Quarter examinations:* Voted, upon the recommendation of the Chairmen of the Student Work Committees, that final examinations under the quarter scheme occur at the last recitation period or periods.

3. *University calendar for 1919-20:* Voted that the following outline for the calendar for the ensuing year be approved:

- October 1, opening of fall quarter.
- December 23, close of fall quarter.
- January 2, beginning of winter quarter.
- March 25, close of winter quarter.
- April 1, beginning of spring quarter.
- June 16, close of spring quarter.
- June 17, Commencement.
- June 18-19, registration days for summer quarter.
- June 21, beginning of summer quarter.
- September 3, close of summer quarter.

4. *New units of R. O. T. C.:* Details of the equipment and requirements of the field artillery, coast artillery, and signal corps, were carefully considered, and representatives of the war department interviewed. Voted that, if the University of Minnesota apply for additional unit, it be the heavy artillery.

5. *Cap and Gown Day:* Voted, upon the joint recommendation of the Committee on University Functions and the Senior Cap and Gown Committee, that the date of May 22 be set for the Cap and Gown Day exercises. Also that seniors be excused from classes on the 22nd at 10:30 a.m.

6. *Annual Register:* The question was raised as to whether the material for the Annual Register should be that involved in the period between October 1 and the close of the summer session, or between the beginning of the summer session and the following Commencement, the latter being the plan in operation at the present time. Voted that the latter plan obtain and that the Register be continued on the present basis.

7. *Modification of rules governing penalties for late registration and payment of fees:* The following recommendations of the Committee consisting of the Chairmen of the Student Work Committees of the various colleges, were approved:

1. That students in college the preceding year be required to pay fees ten days in advance of the opening of classes; that new students be required to pay fees on or before the last day before classes begin.
2. That the penalty fee for late registration be applied equally to late payment of fees, but not to both. For example, the student who pays fees late might pay \$7 of penalty, and if also late in registration would merely pay the cumulative fee of \$1 a day in addition.

Respectfully submitted,

E. B. PIERCE, Secretary

## III. REPORT OF THE COMMITTEE ON UNIVERSITY FUNCTIONS

Your Committee on University Functions reports the holding of the following convocations during the year:

- November 15: British Educational Mission: Dr. A. E. Shipley, Sir Henry Miers, Sir Henry Jones.
- December 6: French Mission: Colonel Theo. Reinach, Dr. Etienne Burnet, Lieutenant Seymour De Ricci.
- January 23: Dr. Harry Emerson Fosdick, Union Theological Seminary, New York City.
- January 30: Dean Guy Stanton Ford, "The American Fight for Public Opinion."
- February 6: President Ernest M. Hopkins, Dartmouth College.
- February 13: Former President Taft, President A. Lawrence Lowell of Harvard University, Hon. Henry Morgenthau, Former Ambassador to Turkey.
- February 27: Legislature Day: Lt. Governor Frankson, W. I. Nolan.
- March 12: "The New American": President Burton.
- March 20: President Henry Suzzallo, University of Washington.
- April 3: "Basketball Team": President Burton, Dr. Cooke, and Captain Platou.
- April 15: "Better Minnesota": President Burton.
- April 16: "Better Minnesota": President Burton.
- April 17: "Better Minnesota": President Burton.
- April 24: "Better Minnesota": Student Committee.
- May 15: Dean Charles R. Brown, School of Religion, Yale University.

While most of them were comparatively simple in their stage setting and did not call for unusual activity on the part of the Committee, there were at least three occasions that required a great deal of time and effort, namely, the visit of the British Educational Mission, the Convocation in honor of Messrs. Taft, Lowell, and Morgenthau, and Legislature Day, as the responsibility of the Committee did not end with the holding of the Convocation.

Attention is called to the fact that when the student body as a whole desires to attend a convocation, serious crowding occurs, many are turned away and much criticism and loss of *esprit de corps* result. The actual seating capacity of the Armory is 2,100. The enrollment in the Arts college alone exceeds that figure.

At least three important functions are still to come. Cap and Gown Day, May 22, Baccalaureate Service, and Commencement. Each of these includes an academic procession and their success depends very largely upon the cooperation of the Faculty.

The Committee takes this opportunity to urge most earnestly the hearty participation of members of the staff in these functions which involve the wearing of academic dress. The seniors are keenly interested in making these occasions as dignified and impressive as possible and are confidently expecting a large Faculty representation.

Respectfully submitted,

C. P. FITCH  
R. R. PRICE  
C. SCOTT  
J. H. FORSYTHE  
E. B. PIERCE, Chairman

## IV. REPORT OF THE COMMITTEE ON PUBLICATIONS

The Senate Committee on Student Publications submits the following report for the year 1918-1919:

The most serious problem presented to the Committee this year was the advisability of attempting to publish the *Minnesota Daily* and the 1920 *Gopher*. This problem arose the first quarter, during the S. A. T. C.

In view of the conditions as they then existed and probably would exist for the year, it was decided not to attempt the publication of either. This first decision at that time met with the approval of those students officially interested in the publications.

Later on the publication of both the above was authorized on the showing of subscriptions and advertising obtained.

In the case of the *Daily*, which was organized and carried through by the young women of the institution, the original budget, if adhered to, would have carried the paper through. Due to over-enthusiasm the publication was changed from a four page to an eight page paper. This could not be supported and it was again changed to a four page paper.

Notwithstanding the many criticisms directed against the *Daily*, great credit is due the young women who have by their initiative and enthusiasm made possible the continuance of the *Daily* for this year.

It has at no time this year seemed wise to reestablish either the *Minnesota Magazine* or the *Minnehaha*, the permission has been given to bring out one issue of the *Minnehaha* at the close of the year.

The same situation as to organization and meetings of the Committee on Student Publications has existed as in the case of the Committee on Student Affairs.

Respectfully submitted,

EDWARD E. NICHOLSON, Chairman

## V. REPORT OF THE COMMITTEE ON STUDENT AFFAIRS

The Senate Committee on Student Affairs submits the following report for the year 1918-19:

Owing to the S. A. T. C. those committees of the Senate composed of student and Faculty members were not completed by appointment of student members until the middle of the year.

During the first quarter of this year no matters demanding the attention of the Committee were brought to the attention of the Chairman.

Beginning with the second quarter many routine matters have been presented for consideration, such as, privilege of exception to the Friday and Saturday night rule governing social affairs, eligibility, recognition of new organizations, advertising on the campus, and sale and distribution of outside publications on the campus.

The organization of two new sororities has been approved. The sale on the campus of one outside publication was approved—the paper published by the wounded soldiers of Fort Snelling. The funds from sale of this publication are used for the benefit of the wounded men.

There have been only two formal meetings of the Committee. Action in most cases has been taken as a result of telephone conference.

Respectfully submitted,

EDWARD E. NICHOLSON, Chairman

## VI. REPORT OF THE COMMITTEE ON STUDENT FINANCE AND AUDIT

The Senate Committee on Student Finance and Audit submits the following report for the year 1918-1919.

The financing of the *Minnesota Daily* and the *Gopher* were the two big problems of the year.

In the case of the *Gopher* it was decided that there should be no advertising, following the precedent established by the 1919 *Gopher*.

Early in January facts were submitted to this Committee by the *Gopher* Board indicating that some advertising would be necessary for the successful financing of the publication. After careful consideration of the budget submitted, it was voted by the Committee that "in view of the exceptional conditions, and the statement that more funds would be necessary to meet new and additional expenses, it is agreed to allow advertising to an extent sufficient to meet the increased costs." It was understood that this was to be taken advantage of only as a last resort; that every effort was to be made in the way of economizing and keeping within the original budget. As a result of the efforts of those responsible for the *Gopher*, advantage of the above permission was not taken.

In the case of the *Minnesota Daily*: The increase in size of the paper resulted in a deficit of some five hundred dollars. In their second campaign for subscribers, many subscriptions were paid for the quarter, but in budgeting were counted for the year. These, with unpaid subscriptions, represent approximately five hundred more. The elimination of cigarette advertising this year, for the first time, represents five hundred more, an item which has always been a certainty—a total of approximately fifteen hundred dollars.

The *Daily* will finish the year on the four page basis. All salaries have been eliminated for the last two months of the year. The saving from these two items, with the balance from last year, will undoubtedly enable the paper to close the year free from debt.

The dramatic clubs have both been financially successful this year, enabling the Masquers to remove their burden of old indebtedness.

Due to the very unusual conditions of the past two years there has been a considerable increase in the number of instances of indebtedness of fraternities and clubs, brought to the attention of the Chairman of the Committee. So far these are all in process of satisfactory settlement.

Respectfully submitted,

EDWARD E. NICHOLSON, Chairman

## VII. REPORT OF THE LIBRARY COMMITTEE

The general conditions under which the Library has been making its purchases during recent years have prevailed throughout the period covered by this brief statement. The uncertainties of acquisition and of shipment have practically limited and in some cases excluded the possibility of some purchases. Under these conditions the Library Committee has not found it advisable to apportion the funds into departmental budgets as in the past. The best that could be done was to take care of current needs and to keep the great body of the appropriation available for use if any attractive opportunity offered irrespective of departments. This plan seems to have worked well and current needs have been taken care of automatically. Only in the case of considerable purchases has it been necessary to give general consideration to the expenditure in a committee meeting. The total budget for the past year for books, periodicals, and binding has been \$25,705.

The Committee has anticipated the action of the Legislature in the matter of building by an attempt to secure the plans of recently constructed libraries as a basis for shaping up our ideas. These have been happily and profitably supplemented by conferences with the representatives of the leading departments whose needs would be taken care of in a library. It is planned later when ideas which are now rather general can be put into concrete form to hold an open meeting for the discussion of whatever tentative plans may be devised. The Library Committee has authorized the appointment of a subcommittee on buildings consisting of chairman, the librarian, Professor Mann, and Mr. Forsythe of the Department of Architecture.

It is perhaps wise to point out that in the intermediate period before the completion of any section of the new building our situation with regard to space and facilities will grow steadily worse. Within the present library building we are preparing to put shelving in the rotunda on the second floor and are already boxing and storing the less used material. Everywhere about the campus departmental and college libraries are facing equally acute situations with regard to space. This is especially true of the readjustments that will need to be made in the Medical library. The whole situation is very unfortunate and will undoubtedly for several years work to the increasing disadvantage of students and instructors.

As to the location of the new library building a general agreement was reached that if the plans for the Memorial Auditorium on the Mall were approved and the necessary funds raised within a year, this auditorium would have priority as a

building to be placed at the head of the Mall, a central location hereto considered as devoted to the library as the most important single building from the whole university standpoint. With the failure of the Legislature to approve these plans it seems at present quite within the terms of our conference to return to the original building location for the new library. If this is not done the library will take its place as one of the buildings on the side of the Mall.

In the meantime there remain a number of tasks of importance from the standpoint of users of the library. One of these is the completion of the catalog. There are at present approximately 20,000 volumes on various parts of the campus, property of the University, and yet not cataloged as such. If a sturdy effort is not made to recover this lost ground we shall fall hopelessly behind as our purchases again approach normal and are increased to make up for the limitations of the past four years. Aside from the inconvenience of uncataloged books, which are for practical purposes non-existent for the general user, there is the danger of the property being lost to the University. The only remedy for this of course is to increase temporarily at least our cataloging staff. But here again we are met with the vicious circle of the lack of space in which to put even the present working force. It may be of interest to members of the Senate to know some of the main statistical facts concerning the library at present.

The total number of books is 266,000.

The additions for the past year are 15,730 volumes.

We are receiving by purchase and gift 1,550 periodicals.

On the basis of number of volumes our rank among the twenty-two universities of the Association of American Universities is twelfth.

On the basis of funds for book purposes it is seventh.

Respectfully submitted,

J. T. GEROULD, *Chairman*

### VIII. REPORT OF THE COMMITTEE ON THE RELATION OF THE UNIVERSITY TO OTHER INSTITUTIONS OF LEARNING

The Committee on the Relation of the University to Other Institutions of Learning presents the following recommendations:

1. That the name of the Cathedral High School, Winona, be placed on the published list of accredited schools.

2. That the Collegiate Business Institute be not accredited as a Junior College.

3. That as soon as the State High School Board furnishes examinations in General Science, that subject be included in the list of standard subjects for entrance.

The Committee is not ready at this time to make report on the list of accredited secondary schools and junior colleges as the inspections are not yet completed.

Respectfully submitted,

R. R. SHUMWAY, *Chairman*

### IX. REPORT OF THE COMMITTEE ON UNIVERSITY EXTENSION

The Senate Committee on University Extension was not appointed until late in December, 1918. It held its first meeting on February 4, 1919. At that meeting the proposed budget for the biennium 1919 to 1921 was examined and approved. The Committee agreed that it would not undertake to pass upon each separate course to be offered in Evening Extension classes or through correspondence, provided an agreement were reached between the Director and the interested departments, as to credit and as to the instructor in each case. It was voted to request the authorities of each college or school in which correspondence work is offered to attach the words, "also offered in correspondence," to descriptions of courses offered in residence and also by correspondence. The Committee also approved the policy of offering by correspondence high-school courses to meet entrance requirements, provided such a policy were approved by the University authorities which have to do with entrance. It was understood that such courses were to be taught, if taught at all, by teachers of the University High School, and in such cases those courses would receive entrance credit.

At a subsequent meeting of the Committee, the question of the jurisdiction and scope of the work of the General Extension Division with reference to other departments, schools, and colleges of the University were discussed. It was agreed that a statement of the scope and jurisdiction of University Extension work should be formulated, approved by the Committee, and then submitted to the proper University authorities for final action.

Respectfully submitted,

W. E. BROOKE,  
A. W. RANKIN,  
C. A. SAVAGE,  
A. D. WILSON,  
R. R. PRICE, *Chairman*

### X. REPORT OF THE COMMITTEE ON INTRAMURAL SPORTS AND PHYSICAL EDUCATION

The Senate Committee on Intramural Sports and Physical Education submits herewith a brief report of its activities during the present school year:

Owing to the S. A. T. C. at the University during the Autumn Quarter little was done in intramural sports at that time. A skating rink and toboggan slide were provided during the winter months. They were used by many students when the weather permitted. Owing to the unusually mild winter other winter sports such as skiing and hockey, and the Winter Carnival, were given up.

*For women.*—The following intramural sports were held: class basket-ball tournament preceded by interclass games between the junior-freshman and senior-sophomore classes; interclass gymnastic contests and swimming meets. Plans are now being made for class baseball, tennis, and archery tournaments. The final contests in these events will take place at the end of this month.

*For men.*—The following are among the interfraternity and intercollegiate games and contests conducted: basket-ball, hockey, bowling, swimming, handball, baseball, and tennis.

Many students have participated in the various activities named.

*Aquatic Sports on the Mississippi.*—The Committee has had under consideration the development of aquatic sports on the Mississippi. Since the building of the Government dam, the river between the University and the dam would make an excellent course for canoeing, rowing in pair and six oared barges, etc. Students interested in these sports were asked to meet with members of the Committee on April eleventh to discuss the proposition. Eighty-five students attended the meeting and were very enthusiastic about the possibility of aquatic sports at the University.

Members of the Board of Park Commissioners have been interviewed regarding the possibility of securing a site for the necessary structures for landing, etc. Apparently there will be no difficulty in this respect.

The State Board of Health will make an exhaustive sanitary survey of the river.

No means as yet have been devised for financing this project. This is now being considered by the Committee.

*All-University Intramural Sports Day.*—The Committee feels that a day in May might well be set aside each year for intramural contests and mass track meet. During this month approximately one thousand students will compete in the following events: one-hundred-yard dash, fifty-yard low hurdles, shot put, high jump, broad jump, relay race, etc. Illinois has a day such as is suggested. Wisconsin and Iowa have such a day under consideration. Ohio State has granted a half holiday for its mass track meet. An intramural sports day would do much to encourage outdoor exercise. It might be combined with other University features and events. It would be an inspiring sight to see the entire student body taking part in intramural contests.

Respectfully submitted,

JOHN SUNDWALL, *Chairman*

### XI. REPORT OF THE COMMITTEE ON PRINTING

The chief concern of the printing committee through the year just closed has been to devise some plan for expediting University printing. The solution of this problem seems to lie in the direction of the further equipment of the University printing plant. Because of this fact, the committee at a recent meeting recommended to the administration that equipment to the amount of about \$25,000 be added to that which is already in use. This would give the University a printing plant with an equipment of about \$35,000. The committee felt justified in making such a recommendation on the ground of a report from the manager of the department to the effect that the University's printing bill now amounts to nearly \$50,000 a year. The usual margin over actual cost in such a bill should be about \$10,000. This would give so liberal a return that the committee believes the investment would be justified. The committee has recommended the purchase of two additional linotypes as a first necessary step, in case funds for the purchase of the entire equipment are not available.

After inquiry among departments representing all of the schools and colleges on the main campus and among the various divisions on the agricultural campus, the committee voted against the proposed plan of placing on University letterheads the names of members of the staffs of the various departments, and recommended that uniform letterheads should be used by all departments and divisions. This was in response to a request from the administrative committee that an investigation be made and a recommendation submitted.

Miscellaneous publications, such as "The Minnesota Code," "The Minnesota Blue Book and Students' Social Register," "What the Twin Cities Offer to Students," the University "Address Book," and any publications dealing with the general affairs of the University and not with those of any individual department or college, are hereafter to be charged to the regular University bulletin fund. This action was taken to settle the question of the payment of bills for such publications.

A recommendation by the committee that the name of "The Minnesota Blue Book and Students' Social Register" be changed to "Minnesota Blue Book," cutting off the words "and Students' Social Register," was submitted to the committee on student affairs and approved by its chairman.

On the request of the dean, the following special system of numbering courses in the bulletin of the College of Engineering and Architecture was approved for trial for one year:

For undergraduate courses the first figure represents the group in which the course is found, the second number represents the year (1 for freshman; 2 for sophomore; 3 for junior, etc.); and the figure or figures after the decimal represent the number of the course within a group. For courses in the senior year the group number is preceded by the figure 1 and in the case of graduate courses, by the figure 2. For example: In the course M.E. 43.2, Steam Engines, the figure 4 represents the group in the Mechanical Department in which this course comes; the second figure 3 means that it is a junior course, and the figure 2 after the decimal indicates that it is the second course in this particular group.

Because addresses change too often and because college bulletins have been found too crowded, the committee some time ago instructed the University editor hereafter to omit addresses from faculty lists.

The acceptance of the resignation of Miss Edith G. Herbst, University editor, and the appointment of Miss Mary R. Gale in her place, have been recommended to the administration.

Respectfully submitted,

W. P. KIRKWOOD, *Chairman*

### XII. REPORT OF THE COMMITTEE ON BUSINESS AND RULES

I. Your Committee on Business and Rules of the Senate respectfully reports, concerning its work during the year 1918-19:

Its duties have been chiefly of a routine character, preparing and arranging the order of business for the several meetings of the Senate.

It has devoted several meetings to the consideration of the proposal to amend Article I of the Constitution, and to the amendment of the By-Law concerning membership on the Committee on Intramural Sports, which proposals are presented to the Senate for consideration at its meeting May 15, 1919; and other amendments to the By-Laws which are not yet ready for submission to the Senate.

The Committee also has endeavored in various ways to define the status of the Senate as the actual legislative body of the University under the general governing authority of the Board of Regents, and to strengthen its position in relation to the other organs of the University. The Committee believes that it has been in some measure instrumental in bringing about a clearer understanding of the true relations existing between the Board of Regents, the Administration, the Administrative Committee, the college faculties, and the Senate.

II. The Committee recommends that the Senate propose to the Board of Regents the amendment of Article I of the Constitution to read as follows:

"All matters of detail, including those incident to the management of the student body, relating to the educational and administrative affairs of the University, except insofar as the Board may think proper to act directly, are, for the purposes of effectuating the government and educational management of the University under and by the Board of Regents, committed to the President, the University Senate, and the several college faculties."

III. The Committee recommends the amendment of By-Law I. a. of the By-Laws of the Senate to read as follows:

(a) The Committee on Intramural Sports and Physical Education shall be composed of eleven members, seven recommended by the President from the Faculty, including the heads of the departments of physical education for men and for women, and four, students. For the year 1919-20 two of such students shall be appointed for one-year and two for two-year terms, and thereafter all the student members shall be appointed for two-year terms. It shall have supervision (etc.).

Respectfully submitted,

HENRY J. FLETCHER, *Chairman*

### XIII. REPORT OF THE COMMITTEE ON DEBATE AND ORATORY

1. It is the function of the Committee on Debate and Oratory to take charge of intercollegiate forensics.

2. The Committee has made arrangements for the resumption of the regular annual triangular debates with the State Universities of Iowa and Illinois. These debates were discontinued during the war.

3. The Committee is planning a dual debate with the State University of Wisconsin in the spring of 1920.

4. In intercollegiate oratory the University of Minnesota is a member of the Northern Oratorical League, comprising seven institutions of learning. The annual contest is held the first Friday in May. This year Minnesota was represented by Samuel Maslon, who made a creditable appearance.

Respectfully submitted,

G. G. GLICK, *Chairman*