

ONE—SENATE BROADSIDE
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 third meeting of the Senate, May 19, 1927.

- I. Approval of the minutes of the meeting of February 17, 1927
- II. Report of the Administrative Committee of the Senate
- III. Report of the Committee on Relations of the University to other Institutions of Learning
- IV. Report of the Committee on Necrology

I. APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 17, 1927
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. *Exemption from Military Drill.* Voted to amend the regulation governing exemption from Military Drill as recommended by the Senate Committee on Students' Work. The amended regulation to read as follows:

"Students who enter the University as juniors from institutions that do not require military drill shall be exempt from military drill. Students entering with credit for one full year of work from such institutions shall be required to take drill for one year. Students entering with credit for less than one full year of work shall be required to take two full years of drill.

2. *Eligibility for Student Activities.* Voted to approve the addition of the following regulations to the present rules governing eligibility for student activities as they appear on pages 326 and 327 of the Laws and Regulations Governing the University of Minnesota.

A student who is ineligible because of a condition may become eligible by removing the condition.

A student who is ineligible because of failure in a course required for graduation may become eligible.

- (a) by repeating the course with a passing grade, or
- (b) by earning an average of one honor point per credit on a program of at least fifteen credits during the quarter immediately preceding participation. The two terms of a summer session may count as a quarter for this purpose.

A student who is ineligible because of a failure in a course not required for graduation may become eligible by either of the above methods or by completing one full year of work.

3. *Mid-Term Reports.* Voted to approve the recommendation of the Senate Committee on Students' Work that the mid-term reports hereafter cover the first five weeks in each quarter in place of the first six weeks.

4. *Conferring of Extension Certificates.* Voted to approve the suggestion of Mr. Price that certificates in Business and Engineering offered by the Extension Division be conferred at the June Commencement exercises.

5. *Report of Special Committee on Marking System.* It was voted to approve the following recommendations of the Special Committee appointed to consider instructors' grades, with the understanding that the full report will be published in a future number of the faculty bulletin.

The committee appointed by President Coffman to consider "the whole question relative to the character of the reports on teachers marks as at present compiled annually in the office of Dean Nicholson, begs to report as follows:

1. The question referred to the committee seems to involve the system of marks now employed in the university because the evils which the former reports by Dean Nicholson were intended to correct are largely inherent in the present system of marking used by the University.

2. Studies such as Dr. Bohan's are useful in showing to members of faculties the great need for a common definition of marks within an institution, but these studies show also how very fundamental are the difficulties inherent in the present system. On the recommendation of this committee, a leaflet based upon the study of Dr. Bohan has been published and distributed to the faculty members in all schools and colleges.

3. Careful studies made periodically (say every four or five years) in which interpretations are given, the exceptional nature of individual cases (such as superior or inferior sections of a class) pointed out, and the inferences pointed out for the guidance both of the individual members of the faculties and of the departments, schools and colleges seem more serviceable and less expensive than the annual compilations made hitherto.

4. A careful statement explaining the marking system in use should appear on the grade books used by members of the faculties. On recommendation of the committee, steps have already been taken to print such statement on the inside cover of the grade books.

5. Since the departments of instruction are the units charged with the chief responsibilities for standards of instruction and for relationship between students and members of the faculties, heads or chairman of departments should be urged to have continuous study of the marks given in their departments carried on by members of their respective faculties. Discrepancies in the standards or definitions of marks are bound to persist unless departments assume responsibility for keeping correct definitions before their own staff members.

6. It is recommended to the General Committee on Educational Research that its Sub-committee on Teachers Marks be continued not only for purposes of studies which it may initiate, but also to render assistance to the departments of instruction in their study of marks as suggested under paragraph 5 above.

7. It is recommended that the Education Committee of the University Senate give consideration to a revision of the marking system with the following points in mind:

- (a) The appropriate difference to make between the system of marks in the junior college and that in the other divisions of the University
- (b) The present confused idea of the normal distribution of marks in the minds of some members of the faculty
- (c) The possibility of substituting under appropriate conditions and limitations the idea of rank within a class for a definite mark such as "a," "b," "c," etc.
- (d) The place of the comprehensive examination in the determination of marks.

Respectfully submitted,
F. J. KELLY, Chairman

2. Actions Reported for Information

1. *Report of the Special Committee on Fee for Opening Lockers.* Voted to approve the following recommendations as submitted by the Committee:

- (a) That a fee of ten cents be charged the student for the opening of any clothes or rental locker during any one quarter, and that a fee of twenty-five cents be charged for the second and each subsequent opening during that quarter.
- (b) That the fee so charged be not collected in cash but be reported at the close of each quarter to the Registrar to be charged against the student's general deposit.

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2. *Report of the Committee on Use of Rooms.* Voted to approve the recommendation of the Committee as submitted:

- (a) That unless other reasons than to settle the schedule question exist for a complete room survey, no such survey be undertaken at this time.
- (b) What seems to be most necessary is a schedule of room-use made out each quarter in advance for each building and deposited in a central office, which will have charge of co-ordinating schedules among the several colleges in such a way as to make use of the vacant rooms wherever they may be found. To this end the committee recommends the use of a blank such as the one hereto attached, these schedules to be filled in at once for the coming spring quarter.
- (c) The committee recommends that these schedules, when filled in, be deposited with Mr. Poucher and that he make an effort to accommodate all the classes at the periods for which they desire to be scheduled. If his office fails to accomplish this purpose then the schedule committee representatives of the various colleges may be called together in order to handle the schedule difficulties.
- (d) If after a trial use of this blank for the spring quarter, it proves desirable to have a more exhaustive survey made the committee recommends that the information be assembled upon these blanks and the necessary data compiled therefrom.

3. *Reporting of Final Grades.* At the suggestion of Dean Lyon, the possibility of withholding salary checks until final grades are filed with the Registrar, was discussed. No final action was taken but it was understood that the Medical School might initiate such a plan if it desires to do so.

4. *Text Book Approval.* Voted to approve the following text books for use in University classes: "Introduction to Anthropology," by Wilson D. Wallis; "Elements of Structural Drafting," by Howard D. Myers and Alex S. Levens; "National Tax Association Digest and Index," by Roy G. Blakey and Gladys C. Blakey; "The American Secondary School," by L. V. Koos; "The Junior High School," by L. V. Koos; "The Junior College Movement," by L. V. Koos; "General Inorganic Chemistry," by M. C. Sneed; "Laboratory Manual of General Inorganic Chemistry," by M. C. Sneed and R. E. Kirk; "From Versailles to Locarno," by Harold S. Quigley.

R. M. WEST, *Secretary*

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

Your Committee has taken the following actions since its last report:

1. *College of St. Scholastica, Duluth.* It was voted as the sense of the Committee that, without fully recognizing the Bachelor's degree conferred by the College of Sancta Scholastica, Duluth, graduates of 1927 and subsequent years who majored in one of the following departments—Botany, English, History or Latin—will be admitted directly to the Graduate School with the understanding that more than one year may be required for satisfying the requirements for the Master's degree.

It was further voted that students of the college who have not completed the work for a degree but who are majoring in these departments may be admitted to undergraduate work with not more than three year's advanced standing.

2. *Minnesota State Teachers Colleges.* The question of accrediting the third and fourth years work in Minnesota Teachers Colleges was discussed and it was voted

- (a) to continue the present plan for blanket credit for the first and second years of work (90 credits, College of Education; 45 for the College of Science, Literature, and the Arts)
- (b) to allow credit for any part of the work of the last two years so far as such work is equivalent in subject-matter to courses in the particular college of the University to which the student transfers; not more than a total of three years of credit will be allowed toward a Bachelor's degree; and
- (c) to admit applicants holding a Bachelor's degree from a Minnesota State Teachers College to the Graduate School, only after one or more quarters of preliminary work.

It was understood that for the present, this is a tentative arrangement but that individual students who apply for transfer may be considered on this basis.

3. *Admission of Non-Resident Students.* Voted to recommend to the Senate the adoption of the following regulations governing the admission of non-resident students:

- (a) Students admitted from high school whose combined high school and college ability test ratings are unsatisfactory shall be placed on probation immediately.
- (b) Non-resident students who transfer from another institution with a scholarship average less than that required for graduation by the college they desire to enter will be admitted only on probation.
- (c) Non-resident students who have been dropped from another institution shall not be admitted until at least one year of work has been satisfactorily completed subsequent to reinstatement.
- (d) Any non-resident student who is dropped for low scholarship by any college of the University may not be readmitted.

4. *Restatement of Entrance Requirements.* Voted to recommend to the Senate the adoption of the following statement:

Admission to the schools and colleges of the University which admit students directly from the high school is by (A) certificates, or by (B) examination.

A. Admission by Certificate

I. Applicant must present certificate of graduation from one of the following schools:

- 1. An accredited senior high school or Minnesota State high school or other accredited school in the state.
- 2. A school in another state accredited by the State University of that state.
- 3. A Minnesota State Teacher's College or Teacher's College of another state having similar courses of study.
- 4. A non-accredited high school of Minnesota or other state when accompanied by marks of Minnesota State High School Board examinations or corresponding examinations of another state.

II. Candidates who are

- 1. Graduates of senior high schools must present 12 units of work at least 9 of which must be from Groups A,B,C,D,E, as listed below.

The 9 units must include:

- *a. A major of three units
- b. two minors of 2 units each

either the major or the minor must be from Group A

NOTE.—In groups B and D colleges may accept a maximum of one unit of work from grades below X as fulfilling one of these requirements. The unit however may not be counted in the 12 required.

- c. Subject to the regulations stated above such other work as the particular college which the candidate desires to enter may specify.

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The three units not required to be in Groups A,B,C,D,E, may be in work which the superintendent certifies to be of acceptable nature and counted toward graduation.

2. Candidates from a high school maintaining a four-year course must meet the requirements stated in (1) and in addition must present certificates that the work presented was completed during the last three years of the high school course.
3. Candidates from Minnesota State Teacher's Colleges or Normal Schools or Teacher's Colleges in another state must present certificate showing that they have completed 12 units of work from a senior high school or 16 units of work from a regular high school.
4. Graduates of non-accredited high schools who present grades from state high school board examinations must meet the requirements stated in (1) and in addition present a certificate that the work presented was taken during the last three years of the high school course.

LIST OF ENTRANCE SUBJECTS

Group A.—English Composition and Literature—1 to 3 units

Group B.—Foreign Languages

Latin—1,2,3, or 4 units

Greek—1,2,3, or 4 units

Spanish—1,2,3, or 4 units

German—1,2,3, or 4 units

French—1,2,3, or 4 units

Scandinavian Languages—1,2,3, or 4 units

For a minor—two units in one language

For a major—three units in one language

Group C.—History and Social Sciences

History—

European—1 or 2 units

English— $\frac{1}{2}$ or 1 unit

American— $\frac{1}{2}$ or 1 unit

Social Sciences

Elementary Economics— $\frac{1}{2}$ unit

Commercial Geography— $\frac{1}{2}$ or 1 unit

History of Commerce— $\frac{1}{2}$ or 1 unit

Sociology— $\frac{1}{2}$ unit

American Government— $\frac{1}{2}$ or 1 unit

For a minor at least one unit in history must be included

For a major at least two units in history must be included

Group D.—Mathematics

Elementary Algebra—1 unit

Plane Geometry—1 unit

Unified Mathematics—2 units

Higher Algebra— $\frac{1}{2}$ unit

Solid Geometry— $\frac{1}{2}$ unit

Trigonometry— $\frac{1}{2}$ unit

Group E.—Natural Science

Physics— $\frac{1}{2}$ unit

Botany— $\frac{1}{2}$ or 1 unit

Chemistry—1 unit

Zoology— $\frac{1}{2}$ or 1 unit

Physiology— $\frac{1}{2}$ unit

Astronomy— $\frac{1}{2}$ unit

Geology— $\frac{1}{2}$ unit

Biology—1 unit

For a major or minor not more than two half-unit courses may be included

* The University strongly recommends that two majors and one minor be presented in place of one major and two minors.

B. Admission by Examination

All applicants for admission to the University who are (a) high school graduates or (b) who are at least nineteen years of age and who are unable to meet the certificate requirements described in (A) above, will be admitted provisionally and subject to one year of satisfactory work on the basis of the satisfactory completion of the following tests:

1. College Aptitude Test
2. Test on Proficiency in English
3. Such special placement tests as the school or college to which the candidate desires admission, may prescribe

Applicants failing to pass tests (2) or (3) satisfactorily may apply for a subsequent examination at any scheduled date on payment of \$5.00 fee. Applicants failing to pass test (1) may enter only on satisfactorily meeting the entrance requirements by the certificate method.

These examinations will be offered at the University during the week preceding the opening of classes in the fall, winter and spring quarters in accordance with the following schedule:

(SCHEDULE)

Those desiring to enter by this method should notify the examiner in writing not later than September 15th, December 15th, or March 15th respectively.

Adult Specials

No student will be admitted to any school or college of the University who has not fully met the entrance requirements by one of the above methods, except applicants of mature age (24 years or older) and experience who may desire to pursue a special and limited course of study. Such candidates for admission must secure the approval of the college concerned for the work which they wish to pursue.

R. R. SHUMWAY, *Chairman*

IV. REPORT OF THE COMMITTEE ON NECROLOGY

A letter of sympathy was sent in the name of the Senate to the family of Harry Pratt Judson, President Emeritus of the University of Chicago, who died in March, 1927.

Mr. Judson was formerly, from 1884 to 1902, a deservedly esteemed member of the faculty of the University of Minnesota.

SAMUEL BANNISTER HARDING.

1866-1927

Mr. Harding, a graduate of the University of Indiana, received his degree of Ph.D. from Harvard in 1894. Shortly after he joined the department of history of the University of Indiana and was a member of its faculty for twenty-three years. In this, his most fruitful period, he proved an effective teacher, was director and editor of the Alumni Quarterly and published numerous books, texts and maps in the field of history.

His early training made him familiar with the printer's craft in its technical and artistic aspects. This avocation and his wide historical knowledge made him a valuable aid to the Committee on Public Information during the World War. His work as managing editor of an encyclopedia won for him at the Philadelphia Sesquicentennial a medal of honor for distinguished service to education.

In 1922 Mr. Harding joined the staff of the Extension Division at the University of Minnesota. In 1924 he became professor of history in the College of Science, Literature, and the Arts.

In addition to his books he was the author of numerous articles which have appeared in magazines of History and Political Science. He was a member of Phi Beta Kappa, of the American Historical Association and of the Royal Historical Society.

A life spent in the unceasing labor of student and scholar had enriched a naturally gifted mind and students and colleagues found in him a man of remarkably varied intellectual interests, of sound scholarship, wide knowledge and genial personality.

J. P. PIKE, *Chairman*

R. M. WEST, *Clerk of the Senate*