

# SENATE MEETING

## MAY 15, 1952

### 3:00 P.M.

## MURPHY HALL AUDITORIUM

### UNIVERSITY OF MINNESOTA SENATE DOCKET

Your Committee on Business and Rules respectfully presents the following matters for your consideration at the meeting of the Senate, May 15, 1952, Murphy Hall Auditorium, 3:00 p.m.

- I. Minutes of February 21, 1952
- II. Senate Committees for 1952-53
- III. Report of the Administrative Committee
- IV. Report of the Committee on Business and Rules
- V. Report of the Committee on Debate and Oratory
- VI. Report of the Committee on Education
- VII. Report of the Special Committee on Faculty Participation
- VIII. Report of the Committee on Institutional Research
- IX. Report of the Committee on Intercollegiate Athletics
- X. Report of the Committee on the Relation of the University to Other Institutions of Learning
- XI. Report of the Tenure Advisory Committee

#### I. MINUTES OF FEBRUARY 21, 1952

Reported for Action

#### II. COMMITTEES FOR 1952-53

Report will be mailed, or distributed at the meeting, as feasible.

#### III. REPORT OF THE ADMINISTRATIVE COMMITTEE

##### 1. Reported for Action

##### 1. *The University, ROTC, and Student Obligations.*

(An action of the Administrative Committee of the Senate, April 16, 1952)

The University of Minnesota is a land-grant institution, and as such is firmly committed to the ROTC tradition which historically is deeply rooted in the land-grant colleges and universities of the United States.

The University of Minnesota cherishes its ROTC programs—Army, Navy, Air Force—for it believes they provide a unique opportunity for the young men who are its students to fit themselves for national service while at the same time preparing for their own life work and careers. Moreover, through these programs, the University makes a direct and indispensable contribution to the national defense.

Because of the significance of these programs and all that they represent in the heritage of this country, the University of Minnesota believes that any student who elects them, and through contract binds himself to training that leads to a commission, assumes a profound obligation. Accordingly, once freely assumed, the University expects the student to fulfill that obligation.

Accordingly, this action is taken:

"That all instances of alleged willful and unjustified violation by a student of his contract with the military departments of the University, and of his obligations to the University itself, be considered as disciplinary cases under the jurisdiction of the All-University Disciplinary Committee.

"The All-University Disciplinary Committee shall investigate the nature and cause of the withdrawal from the military program of any student whose case is referred to it by the military departments, and determine the existence or nonexistence of justification.

"In cases where justification is found lacking, the Committee shall determine the appropriate penalty. For flagrant violations, the maximum penalty shall be a recommendation to the President of the University for permanent expulsion of the student."

It is further requested that each student at the time he signs a contract with the military departments be given a copy of this statement, as evidence of the significance of the action he is taking, and of the University's expectation that he will fulfill faithfully his obligations in every respect.

##### 2. Reported for Information

1. *Fiscal Outlook of the Next Few Years.* In the meeting of February 6, the President discussed procedures and principles that might be followed in budgetary planning for the next biennium indicating some of the work to be done and those to whom his office would turn for assistance and data. He stated his preference for a high degree of college autonomy in planning and said that he depends extensively and primarily on the colleges for documentation of University needs. Cooperation and assistance from the deans' offices will be necessary to the analysis of University operations.

2. *University Budget for 1952-53.* The techniques to be followed in the development of the 1952-53 budget were delineated by the President at the March 12 meeting and notice was taken of his plan to have an *ad hoc* interim committee of the faculty operate as a temporary consultative procedure.

In a very general discussion of retrenchment problems, and of possible savings and fiscal adjustments, it was shown how next year's budget will be correlated with the forthcoming biennial budget.

At the meeting of April 3, the President went over the entire background of the 1952-53 budget, speaking of the projections that would be necessary and the assumptions upon which they would have to be based. He asked for the fullest possible assistance in setting up and validating budgetary requests and pointed out the sharply fluctuating conditions under which all recent budgets had been adopted. Minor improvements were mentioned in the outlook for the second year of this biennium.

Documented possibilities for a 1952-53 budget were then presented with the understanding that reaction to them would be obtained the next day. Discussion in this meeting dealt primarily with factual data, with the arbitrary proposals which had been incorporated, and with departures from usual budgetary practices.

On April 4, discussion of the budget was resumed. The President asked the deans to give careful thought to certain long-range aspects of budgeting and to policies on cost of living and merit increases.

One aspect considered at length had to do with partial application of a portion of college reversions toward reductions in the 1952-53 budgets. Other matters were: the submerged load of graduate instruction, the priority order of University activities, the division of funds between academic and civil service salaries, and possible income from contract research.

No motions were made or called for. Materials were presented as an initial formulation of budgetary procedure, and the President announced that he would immediately give the same data to the *ad hoc* faculty consultative committee with the understanding that further meetings on this subject would be held after the deans had had time to confer with their senior staff members or executive groups.

The objections to budget patterns raised by the faculty consultative committee and the Administrative Committee were reported by the President at the April 12 meeting. He also took up questions of the University's adjustment as a whole and expressed the desire that suggestions for means of retrenchment come from operational personnel.

Questions had been raised from various quarters on the proposed reduction of budgets by means of reverted funds and on the equality of cuts in academic and nonacademic provision. Several new budgetary studies and recalculations were therefore discussed. One pattern extensively considered required a basic reduction of one and one-half per cent on both academic and civil service budgets and further alteration based on a proportion of the reduction in weighted credit hours of teaching. It was related to the original plan but met, at least to a degree, the major objections.

Subjects of further discussion were: the legislative deficiency request, the credit-hour basis of teaching evaluation, the hidden load of graduate student advisement and research, and the effect of enrollments beyond those now predictable.

The question of retrenchment in times of even greater fiscal shortage was raised, and it was considered how a priority order for curtailment or elimination of important work might operate according to the stringency of the times. The consensus seemed to be that study of drastic retrenchment procedures might be undertaken to good advantage and that this could be initiated by serious work within each college and unit.

The conference was closed with a statement of the President's intention to confer with the faculty committee and to call the Administrative Committee in session again the following week. No action was taken on any specific budget plan.

The President's conference with the faculty committee was reported at the April 16 meeting. Objections and points of concurrence with regard to the budget were taken into account. There had been concurrence, for example, in the decision to drop college reversions as a principle in budgeting and to apply equal across-the-board cuts, percentage-wise to academic and civil service units.

The President indicated his desire to provide more liberally, within the budget structure, for academic merit increases, and it was taken by

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common consent that this should be the provision in so far as possible. The problem of consistency among the colleges in distribution of money for merit increases was recognized. It was voted that beyond adjusting salaries to the floors, the money to be made available for academic salary increases should be used for merit increases with the understanding that individual increases may not exceed a stated amount without specific advance approval by the President.

It was moved, seconded, and voted without registered dissent, to approve this budget and to express thanks to the President for a remarkable series of conferences.

3. *Revision of Regulations on Academic Tenure.* The Administrative Committee had received from the Tenure Advisory Committee a draft of proposed revisions and additions for the Regulations Concerning Academic Tenure. This was considered in the presence of the Tenure Advisory Committee.

In presenting the report, chairman Vice President Willey, said that this constituted the 17th meeting of the Advisory Committee since its task was begun as an outgrowth of the President's discussion with the Senate November 8, 1951. He explained that no basic or substantive change in the original code of 1945 had been made in the draft but that it was simplified and sections pertinent to the transitional period since the original code was established had been omitted. It was remarked that the proposed revision contained no special section on the procedure to be followed in the event of extreme lack of support for the University. The committee apparently thought that such a formula could not be set down in advance.

After the Administrative Committee had examined in detail certain features of the proposed code and considered especially the notification to be given lower rank faculty members terminated within the probationary period, it was moved, seconded, and voted that the President transmit this document to the Senate with the recommendation it be adopted by that body subject to final approval by the Regents. The draft had previously been filed with the Judicial Committee of the Senate. Gratitude was expressed to the Tenure Advisory Committee for its work.

4. *Publications of the Faculties.* The President had received conflicting reports from the colleges on whether or not to print the bulletin, *Publications of Faculties*. It was therefore voted February 6 to recommend publication of the issue then in manuscript but to discontinue publication of the bulletin until an *ad hoc* committee, to be appointed by the President, could study the matter further and report.

At the meeting of March 12, the *ad hoc* committee, under the chairmanship of Vice President Willey, reported and made the recommendation that the *Publications of the Faculties* be continued as an item in the bulletin series but that the responsibility for collecting the material be shifted from the office of the President to the offices of the deans. Further, it was specified that a deadline be established for the collection of material for each volume and that the deans carry out their part of the work with respect to it, being responsible for the content and style of entries originating with their respective faculties.

It was suggested that issues be circulated to every member of the Senate, to any non-Senate member who might desire them, and to certain off-campus libraries, foundations, and so forth, as designated by the subcommittee. The vote was to accept the report provided doubts as to the desirability of usefulness of the bulletin, if they arise from failure to meet the publication deadline, are reported to the Administrative Committee. It was implicit in conversation that funds for this bulletin, particularly for the 1949-50 issue and perhaps for 1950-51, will depend on the allocation of non-recurring funds from Regents Reserve.

5. *ROTC Contract Abrogation by Students.* Vice President Willey, in offering the All-University Discipline Committee's proposal for a policy on willful and unjust violation of ROTC contract on the part of students, told of the development since 1950 of complex and vexing problems involving improper draft deferment and avoidance of military reserve units. The proposal was made therefore that all instances of willful and unjust violation of contract be considered cases for action by the All-University Discipline Committee. The committee would determine and invoke the proper penalty—the most extreme action to be permanent expulsion from the University.

Extensive discussion followed in which statistics and specific cases were referred to. Dean Williamson, Dean Schmitz, Dean Pirsig, Colonel Stevens, and others were heard. It was moved, seconded, and voted to approve the proposal and to recommend the adoption of the policy to the Senate with the understanding that the University regards signing of a contract between a student and an ROTC unit on campus an action of grave importance, the significance of which should be made very clear to the student. The consensus indicated, further, that all instances of willful and unjustifiable violation of such a contract by the student are to be regarded by the University as a matter for disciplinary consideration and to be referred, according to the terms of the policy, to the All-University Discipline Committee.

Vice President Willey was authorized to set up a small subcommittee to rephrase the recommendations in such a way as to make very clear to the student the obligations he assumes in signing an ROTC contract. This rephrased statement was later approved and it was voted to report the matter to the Senate.

6. *Committee Reports on Freshman Week.* In its meeting of December 12, 1951, the Administrative Committee asked the Senate Committee on Education, the Senate Committee on Student Affairs, and the All-University Schedule Committee to consider and report on the possibility of including certain class work in the time normally set aside for New Students' Week of fall quarter. The proposal was not favored, but it was clear in discussion that other calendar matters, particularly an earlier opening date for the fall quarter, might be considered. It was voted to endorse the recommendations of the three committees reporting, since the University Calendar is to receive further consideration by the All-University Schedule Committee. There was agreement on the importance of giving some class time and emphasis to course orientation.

7. *Recommendations of Committee on University Honors.* It was voted March 12 and April 16 to accept the recommendations of the University Committee on Honors for outstanding achievement awards and to transmit those recommendations to the Regents.

8. *Use of Public Address Systems on Campus.* The President had heard the complaint that the use of portable public address apparatus to announce student meetings on campus interfered with instruction.

Discussion revealed that the Student Activities Bureau extends approval for the use of sound equipment under the regulations of the Senate Committee on Student Affairs. These regulations were described together with the action that has been taken under them and the instances in which violations have been referred to the Student Affairs Committee. It was thought that Audio-Visual Education might be informed of the particular problems that grow out of use of directional horns on equipment obtained from that source. No action was taken.

Later, it was reported that the Senate Committee on Student Affairs had counseled students on time limitations that apply to the use of sound systems on campus, problems created by excessive volume, and action which may be taken when rulings are violated.

9. *Distribution of the Booklet, Good Citizen.* A publication and letter from the American Heritage Foundation was brought before the committee. It appeared that the booklet, dealing with the American point of view in governmental and social organization, might be given to new students. Since it was apparent that the committee favored some such use of the bulletin, the deans were to be given opportunity to study it further. The Dean of Students was to explore with the appropriate student group the student attitudes toward use of the material.

On the basis of Dean Williamson's report, later, it was voted to approve distribution of the *Good Citizen* to all entering freshmen in the fall of 1952. Other proposals in the report were that the University consider preparation of a booklet better adapted to its own students and that the President's opening address in the fall be built on the theme of good citizenship. President Morrill approved these suggestions.

10. *Report on Public Lectures and Meetings at the University, 1950-51.* Vice President Willey presented a digest of the public meetings held on campus during the year 1950-51. In all, there were 1,708 open meetings and 1,212 different speakers. Almost one half of the speakers were members of our own staff. The range of subject matter, and the variety of sponsors seemed to prove worth while the entire program of public meetings.

11. *Textbook Approvals.* Approval was given for text materials as follows:

*Botany 3s Laboratory Manual*, 24 pp. plus diagrams, mimeographed, 150 copies. To be sold by Nicholson Hall Bookstore. Price 50 cents.

*Cases and Materials on Procedure and Administration of the Criminal Law*, 200 pp., mimeographed, 135 copies. To be sold by Law School Bookstore. Price \$2.00.

A selection of the best themes written in Composition 27-28-29 during the past year, mimeographed, 300 copies. To be sold by Nicholson Hall Bookstore. Price 25 cents.

*Suggested Readings for Ph.D. Candidates in Anthropology*, mimeographed, 50 copies. To be sold by Nicholson Hall Bookstore. Price 25 cents.

*Secondary Report of Research in Embalming and Embalming Fluids*, by Norville C. Pervier, printed at the University of Minnesota, 2,500 copies. To be sold by University Bookstores. Price 20 cents.

*Economics of Income and Consumption*, by Helen G. Canoyer and Roland S. Vaile, published by the Ronald Press Company. Price \$4.50.

*Fundamentals of the Life Sciences*, by Mark Graubard, published by the Burgess Publishing Company. Price \$5.00.

R. E. SUMMERS, Secretary

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

#### 1. Reported for Information

Mimeographed copies of the Senate Constitution and By-laws, as of February 21, 1952, were sent to all members of the Senate with the minutes of the February meeting. Additional copies are available on request from the Clerk of the Senate.

#### 2. Reported for Action

The following proposals for revision in by-laws, received from the respective committees and amended in accordance with motions adopted at the February Senate meeting, are submitted for action:

##### 1. Present By-law:

#### EDUCATION

There shall be a standing Committee on Education. It shall consist of nine members. Its duties shall include a general survey of the University with a view to finding ways in which the educational work of the University may be improved, as by the addition of new schools, or by the addition of new courses, or the modification of existing courses to meet new demands, it being understood that its findings are advisory only.

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*Proposed By-law:*

#### EDUCATION

There shall be a standing Committee on Education composed of at least nine members. It shall seek ways in which the total educational work of the University may be improved, and make recommendations appropriate to this end.

2. *Present By-law:*

#### INSTITUTIONAL RESEARCH

There shall be a standing Committee on Institutional Research consisting of eleven members. It shall advise the Bureau of Institutional Research with respect to the studies to be undertaken by the Bureau, the studies to be given priority, and any basic questions of policy or procedure connected with the Bureau's activities.

*Proposed By-law:*

#### INSTITUTIONAL RESEARCH

There shall be a standing Committee on Institutional Research composed of at least ten members. It shall advise the Bureau of Institutional Research with respect to the studies to be undertaken by the Bureau, the studies to be given priority, and any basic questions of policy or procedure connected with the Bureau's activities.

3. *Present By-law, Sections 1 and 3:*

#### INTERCOLLEGIATE ATHLETICS

1. There shall be a standing Committee on Intercollegiate Athletics which shall be composed of eleven members: five faculty members to be appointed by the President of the University, subject to the approval of the University Senate, and the University Comptroller and the Director of Physical Education and Athletics, as *ex officio* members; two alumni members to be recommended by the Athletic Committee of the Alumni Association and appointed by the President, subject to the approval of the University Senate; two student members to be recommended by the student body and appointed by the President, subject to the approval of the University Senate.

3. The control and supervision of the sale of tickets, the depositing of funds, the care of funds, the financial reporting of games and the accounting of all athletic funds is transferred to the Comptroller's Office.

*Proposed By-law, Sections 1 and 3:*

#### INTERCOLLEGIATE ATHLETICS

1. There shall be a standing Committee on Intercollegiate Athletics which shall be composed of fourteen members: seven faculty members, of which one shall be the University Conference Representative, to be appointed by the President of the University, subject to the approval of the University Senate; and the Vice President, Business Administration and the Director of Physical Education and Athletics, and a member of the Athletic Committee of the Duluth Branch of the University as *ex officio* members; two alumni members to be nominated by the Board of Directors of the Minnesota Alumni Association and appointed by the President of the University, subject to the approval of the University Senate; two student members to be recommended by the All-University Congress and appointed by the President, subject to the approval of the University Senate.

3. The control and supervision of the sale of tickets, the depositing of funds, the care of funds, the financial reporting of games and the accounting of all athletic funds is vested in the Office of the Vice President, Business Administration.

4. *Present By-law:*

#### JUDICIAL

There shall be a standing committee of five members to be known as the Judicial Committee. It shall have jurisdiction to hear and report upon all cases in which a member of the academic staff of the University claims that he has been, or is about to be, dismissed or refused re-appointment for reasons other than inefficiency in the performance of his duties, or for reasons not connected with the carrying out of the University's normal policies in the employment of members of the academic staff. It shall be the duty of the committee to exercise this jurisdiction whenever a timely request to do so is made by any member of the academic staff, making claims of the character on which the committee's jurisdiction is based, or by any member of the staff responsible for recommending the dismissal or non-reappointment of any member. The committee shall promptly hear and dispose of all cases brought before it. It shall give written notice of all hearings, and an opportunity to be fully heard, to any member of the staff whose actions or conduct shall become an issue in any such proceeding. Any three members of the committee may exercise any part or all of its jurisdiction in any case if all members of the committee so agree. There shall be no change in the personnel hearing a given case during the proceedings therein, and no member who has not been present during each of the hearings of a case may participate in its decision. The decision of the committee shall be limited to a declaration of its findings with respect to the issues of fact involved in a case brought before it. The committee shall report its decision to the President. The President shall transmit the report to the Senate; but he may withhold the report from the Senate if the faculty member concerned is retained as a member of the academic staff, or in any case at the request of the member concerned, or in any case with the consent of the Judicial Committee.

*Proposed By-law:*

#### JUDICIAL

There shall be a standing committee of five members to be known as the Judicial Committee. Its powers, duties, and procedures are set forth in the "Regulations Concerning Faculty Tenure."

5. *Present By-law:*

#### RECREATION

There shall be a standing Committee on Recreation. It shall consist of five faculty members and six students. The chairman of this committee and one student member of the committee shall also be at the same time members of the Senate Committee on Student Affairs. To facilitate coordination of the respective committee programs, the Committee on Recreation shall hold at least one joint meeting annually with the Senate Committee on Student Affairs. It shall establish general policies concerned with the development of recreational facilities and programs for students, but such policies shall be administered and coordinated through the appropriate officers and agencies.

It shall be empowered to make recommendations regarding the operation of recreation programs to the Coordinator of Recreation, to the Recreation Coordinating Council, to the Senate Committee on Student Affairs, and to any other standing committee, department, or agency.

*Proposed By-law:*

#### RECREATION

There shall be a standing Committee on Recreation. It shall consist of five faculty members and six students. The chairman of this committee and one student member of the committee shall also be at the same time members of the Senate Committee on Student Affairs. To facilitate coordination of the respective committee programs, the Committee on Recreation shall hold at least one annual meeting with the Senate Committee on Student Affairs. It shall establish general policies concerned with the development of recreational facilities and programs for students, but such policies shall be administered and coordinated through the appropriate officers and agencies.

It shall be empowered to make recommendations regarding the operation of recreation programs to the Coordinator of Recreation, to the Recreation Coordinating Council, to the Senate Committee on Student Affairs, and to any other standing committee, department, or agency.

6. *Present By-law:*

#### RELATION OF THE UNIVERSITY TO OTHER INSTITUTIONS OF LEARNING

There shall be a standing Committee on Relations of the University to Other Institutions of Learning. It shall consist of seven members. Its duties shall be to consider the relations between the University and other educational institutions within the state of Minnesota; to promote a closer articulation of the work of such institutions with that of the University; to develop plans for making the University more helpful to them. It shall represent the University in determining the list of accredited schools whose certificates admit students to the University. It may represent the University in conferences with the State High School Board, the Minnesota Educational Association, committees of state high school superintendents, or other organizations of teachers.

*Proposed By-law:*

#### INSTITUTIONAL RELATIONSHIPS

There shall be a standing Committee on Institutional Relationships, to consist of at least seven members, whose chief concern shall be the relation of the University to other institutions of learning. This committee shall review all matters which affect these relations of the University. It shall also serve as an intra-university relations committee on admission requirements, graduation requirements, credit allowances, and other matters which affect relations among the several colleges or departments of the University. It shall determine and report to any college proposing changes in these areas, the probable effect of the change on other colleges or departments of the University, other Minnesota colleges, or Minnesota secondary schools. The committee shall also promote articulation between the University and other educational institutions of the state and develop plans for making the University more helpful to them. It shall represent the University in determining the accreditation accorded Minnesota schools and colleges. It may also represent the University in conferences with educational associations and agencies.

7. *Present By-law:*

#### STUDENT AFFAIRS

There shall be a standing Committee on Student Affairs. It shall consist of five 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. It shall maintain an advisory supervision over the financial affairs of all student organizations over which the University has control. It shall have supervision of all publications issued by students or by faculty and students. When exercising supervision over a publication issued by students or by faculty and students of a single college or school, a member of that faculty shall be added to the committee for the purpose only of such supervision.

*Proposed By-law:*

#### STUDENT AFFAIRS

There shall be a standing Committee on Student Affairs of at least twenty-six members consisting of faculty, students, alumni, and administrators; student members shall exceed by at least one the total of other members. It shall have supervision of all those students' affairs and student organizations within the jurisdiction of the Senate not within the control or supervision of any other standing committee. It shall main-

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tain supervision over the financial affairs of all student organizations over which the University has control. It shall have supervision of all publications issued by students or by faculty and students.

### 8. Present By-law:

#### STUDENTS' WORK

There shall be a standing Committee on Students' Work. It shall consist of the Dean of Student Affairs, who shall be *ex officio* chairman, the Dean of Women, the chairmen of the students' work committees of the colleges and collegiate schools, and Clerk of the Senate, who shall be *ex officio* secretary. The duties of the committee shall be to correlate and harmonize, so far as may be consistent with the special needs and conditions of the various colleges, the administration of the students' work of these colleges with the administration of the University Senate rules and regulations dealing with students' work.

*Proposed By-law:*

#### STUDENT SCHOLASTIC STANDING

There shall be a standing Committee on Student Scholastic Standing. It shall consist of the chairman of the appropriate committee, or representative appointed by the administrator, of each of the separate colleges and collegiate schools. In addition, the Office of the Dean of Admissions and Records and the Office of the Dean of Students shall each have a representative on the committee. The duties of the committee shall be to study and to recommend to the University Senate such general rules and regulations concerning students' scholastic standing as may be needed on a University-wide basis; it shall also correlate the harmonize, so far as may be consistent with the special needs and conditions of the various colleges, the administration of the regulations of the colleges concerning student scholastic standing with the administration of the University Senate rules and regulations dealing therewith.

### 9. Present By-law:

#### UNIVERSITY FUNCTIONS

There shall be a standing Committee on University Functions. It shall consist of not less than three nor more than eleven members, at the discretion of the President. Its duties shall be to take charge of details of commencements and other University functions.

*Proposed By-law:*

#### UNIVERSITY FUNCTIONS

There shall be a standing Committee on University Functions. It shall consist of at least twelve members. Its duties shall be to plan and advise with respect to commencements and other all-University functions.

### 10. Present By-law:

#### UNIVERSITY PRINTING

There shall be a Senate Committee on University Printing. It shall consist of five members, the Registrar, the Comptroller, and three other members of the Senate. It shall be its duty to standardize the printing of all catalogs, bulletins, and other official publications, also the stationery of the University and of the various colleges, schools, and departments of the University; to make recommendations with regard to the admissibility of new publications or printing to the lists of official publications or printing of the University and its colleges, schools, and departments; to maintain a printing code for the University, subject to the approval of the Senate, and in general to supervise University printing with a view to encouraging and promoting economical and efficient practices.

*Proposed By-law:*

#### UNIVERSITY PRINTING AND PUBLICATIONS

There shall be a standing Committee on University Printing and Publications. It shall consist of eight members: the Vice President of Business Administration, the Recorder, the Director of University Relations, the Agricultural Extension Editor, three other members of the Senate, and a representative of the student body. It shall be its duty to set standards for all catalogs, bulletins, and other official publications, also the stationery of the University and of the various colleges, schools, and departments of the University; to advise with regard to the admissibility of new publications or printing to the lists of official publications or printing of the University and its colleges, schools, and departments; and in general to supervise University printing with a view to encouraging and promoting economical and efficient practices.

HENRY ROTTSCHAEFER, Chairman

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

### Reported for Information

During the current forensic season approximately forty-three student members of the Varsity Debate and Discussion Squad and the Freshman Debate Squad have participated in more than two hundred fifty intercollegiate speaking experiences.

Propositions debated:

*Resolved*, That the United States should adopt a program of conscription of essential workers in time of war.

*Resolved*, That the federal government should adopt a permanent system of wage and price control.

*Resolved*, That intercollegiate athletics should be abolished.

*Resolved*, That modern society neglects the individual.

Topics discussed:

What should be the role of student government in the high school?

How can we as a nation improve our ethical and moral conduct?

How can intercollegiate athletics in the Western Conference be improved?

Delegations of University students traveled to conferences, congresses, and debate tournaments at St. Olaf College, the University of Nebraska, the State University of Iowa, Concordia College in Moorhead, Hibbing Junior College, the College of St. Thomas in St. Paul, Eau Claire State Teachers College in Wisconsin, Twin City Tournament at Augsburg College, Minneapolis, River Falls State Teachers College in Wisconsin, the University of Wisconsin and Ohio State University at Columbus, Ohio. An Australian debate team visited our campus for an audience debate on March 10.

The annual Minnesota invitational tournament was held on April 18, 19. The Minnesota Tournament includes activities for Upper Midwest junior colleges, for freshman debaters from the Upper Midwest, and a division for Minnesota colleges. Current figures are not yet available, but 164 debaters from six states participated in 1951.

On April 15 a Varsity team traveled to the University of Wisconsin for an audience-radio debate on the proposition: "*Resolved*, That intercollegiate athletics should be abolished." This was a split team debate so that neither university argued for or against abolition.

A contestant will be entered in the sixty-second Northern Oratorical League contest at the University of Michigan on May 9.

Four graduate students in Speech, all of whom were enrolled in the debate coaching course, did active coaching with groups of freshman debaters. This gave them practical experience and helped the debaters. This laboratory arrangement has been in effect for two years and seems to be a valuable addition to our forensic program.

E. W. ZIEBARTH, Chairman

## VI. REPORT OF THE COMMITTEE ON EDUCATION

### Reported for Information

Although the Senate Committee on Education has no report at the present time to present for action by the Senate, the members of the committee have felt it desirable to inform the members of the Senate of the activities in which its Committee on Education is currently engaged.

During the current year, the committee has set up additional subcommittees and has received reports from subcommittees previously appointed. At the present time, there are nine subcommittees in various stages of activity with regard to projects assigned and approved by the parent committee. The names and areas of study of these subcommittees are indicated in the following list:

1. University degrees
2. Professors emeriti
3. Curriculum (course additions, modifications, and deletions)
4. Welfare (assistance for facilitation of professional development of academic staff)
5. Admission standards and practices
6. Courses enrolling both undergraduate and graduate students
7. Evaluation of outcomes of instruction at the University
8. Short curricula
9. Educational implications of centralized services

H. T. MORSE, Chairman

## VII. REPORT OF THE SPECIAL COMMITTEE ON FACULTY PARTICIPATION

### I. The Background of the Committee's Work

The *ad hoc* Senate Committee on Faculty Participation was appointed by President Morrill on November 8, 1951, pursuant to the following senate resolution, adopted on that day:

*Resolved*, That the President appoint a Committee of the Senate drawn mainly from the several professorial ranks to study the organization of the University with a view to making recommendations for increased faculty participation in the formulation of major policy decisions affecting the faculty and the service of the University to the State of Minnesota; and to report its recommendations to the Senate."

The Senate action was taken in response to the widespread expression of concern on the part of many faculty members that there has been insufficient communication between the administration and the faculty on matters of primary administrative policy vitally affecting the University's educational program. This concern, which has a long history, has become intensified by the complex expansion of the University in recent years and the attendant increased difficulty of maintaining clear lines of communication. The need for improved facilities for consultation between faculty and administration was highlighted in the spring of 1951, when the University entered the present retrenchment period.

### II. The Problem of Faculty Participation

The problem of faculty participation in matters of major policy-making is extremely complex, particularly in a large land-grant institution, such as ours. It involves the entire question of the nature, purpose, and function of higher education, as well as the part the faculty should play in relation to policy decisions affecting not only instruction and research, but also the various specialized services designed for students and for the people of the state.

With the growth of the University in recent decades have come diversification and multiplication both of academic offerings and of supporting activities and specialized services, all competing for available resources. No single overriding point of view can dominate in so complex an enterprise as this University, whose essential character is derived, in part, from its very diversity. This diversity requires careful balancing of forces and ideas within the University. Of particular concern to the academic staff are questions of the relative emphases placed on the various phases of the University's program and the relative weights given to the different points of view represented in the University.

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Many faculty members, deeply interested in the effective over-all development of the University, have become increasingly aware of the lack of adequate means for the expression of faculty ideas about University policies while they are still in the formative stage. Others, with primary interest in the advancement of their particular areas of instruction and research, have felt less and less responsibility for the development of general administrative policy. The role of the faculty, historically central in University planning, has tended to become shifted toward the periphery.

In a few of the colleges of the University, constitutions have been adopted and advisory committees elected, with specification of the rights and responsibilities of faculty members for policy formation at the departmental and college levels; but these provisions have not resulted uniformly in increased faculty participation. At the all-university level, the Senate has adopted, periodically, various policy statements relating to the University's educational program and services, on recommendation by the several Senate committees. Efforts to develop policy in this way, however, have been uneven and sporadic, and they have only infrequently been focused on the problem of the over-all relation between the faculty and the administration in basic policy formation.

It is recognized that a central administrative agent must be charged with responsibility for coordinating all phases of University operation and for allocating funds, space, and facilities among the various programs and activities. To be effective, this responsibility necessarily carries with it the authority to make decisions and establish policies. Sound decisions on broad policy questions, however, can be reached only by careful deliberation based on full knowledge and understanding of all pertinent factors and their implications. The primary function of the faculty in the formulation of University policies is to crystallize its views on vital issues and bring them to the attention of appropriate administrative officers. Proper perspective on the over-all function and activities of the University can be obtained only through free and unbiased consideration of the views of individuals directly concerned with each phase of the total program.

The need for consultation can be met only through recognition of a twofold obligation—for the exercise of faculty leadership—and for the provision of opportunities for such leadership. If this twofold obligation is to be met, there must be a variety of means, periodically re-examined, through which the cooperation of faculty members may be enlisted and applied in the formation of policies. These means must specifically include channels for direct communication between the faculty and the central administration.

The University of Minnesota is not alone in its awareness of an urgent need for the re-thinking of policy-making procedures and the role of the faculty in these procedures. In other universities, also, similar questions are being raised against a background of similar causes. Although in some institutions, plans are already in operation for improving faculty participation in central policy decisions, there is evidence, generally over the country, of the need for developing imaginative and effective administrative methods for solving the problem on a long-term basis.

### III. Procedures of the Committee

The procedures of the *ad hoc* Committee on Faculty Participation included: (1) several meetings with the President; (2) consultation with faculty members, individuals and groups, who had previously given much attention to the problem of faculty participation; (3) study of previous reports on the subject; (4) investigation of plans in other selected universities; and (5) review of constitutions of departments and colleges of the University. In the work of the committee, the discussions with faculty and administrative officers have been carried on with mutual confidence. President Morrill has given his time freely and generously.

Members of the Committee on Faculty Participation are of the opinion that the question of providing for faculty participation requires fundamental, intensive study over a long period. They believed, however, that the committee could serve its purpose best by concentrating primarily on the development of a communication procedure which would be practicable to carry out immediately, within the framework of this University. Many faculty members have emphasized that the problem is basically one of faithful intercommunication, with continual and free discussion of views and objectives.

With planning for 1952-53 imminent, a preliminary recommendation was made for the appointment of a temporary consultative committee, to serve until the completion of the report of the Committee on Faculty Participation. This recommendation, supported by President Morrill, was announced to the Senate on February 21, 1952, and seven faculty members were appointed by President Morrill from nominations by the *ad hoc* committee.

The present report now recommends a more permanent consultative committee structure and makes suggestions for continued study of the problem of faculty participation.

### IV. Recommendations

The *ad hoc* Senate Committee on Faculty Participation recommends:

- (1) That the Senate elect a consultative committee of seven members, charged with the responsibility for conferring with the central administration of the University, which committee shall:
    - a. Consider matters of University policy relating to instruction, research, personnel, service functions, and the budget with discussion initiated by either the committee or the President of the University.
    - b. Serve as a means of communication from the President to the faculty, and vice versa.
    - c. Be authorized to employ devices or techniques such as the appointment of subcommittees, the arrangement of discussions with faculty groups, the sampling of faculty opinion or other means which it may regard as appropriate in initiating and furthering communication between the faculty and President.
    - d. Meet at regular times determined by the committee and at other times determined by the President of the University or the chairman.
    - e. Report to the Senate in such detail as the committee deems desirable at least once each year in order to maximize communication with all Senate members.
- The existence of the committee is not intended to preclude independent communications of members of the faculty with the President nor to circumvent regular administrative channels.
- (2) That during the second year of operation of the committee, the Senate Committee on Education review this method of communication to determine its effectiveness. The results of this study shall be reported to the Senate not later than its spring meeting together with recommendations for modifications if these appear desirable.
  - (3) That the Senate officially request its Committee on Education to carry forward a study of the possible reorganization of the Senate, giving central consideration to the broad problem of faculty participation in policy formation.
  - (4) That the Senate request all deans, directors and department heads to re-examine procedures within areas under their jurisdiction emphasizing faculty participation in policy planning at these levels.
  - (5) That the committee recommended under (1) be selected and organized in the following manner:
    - a. All full members of the Senate, excepting members of the Administrative Committee, shall be eligible for consultative committee membership.
    - b. Seven members shall be elected, representing the faculty-at-large, for terms of three years. For the first year, three members shall be elected to serve for three years, two for two years and two for one year.
    - c. In the year of the first election, each member of the Senate shall be asked to nominate seven members by written (mail) ballot, the envelope, but not the ballot, to bear the signature of the voter. The fourteen receiving the highest nominating vote shall be placed on the election ballot. After the first year, each member of the Senate shall nominate in the same manner, a number of persons equal to the number of positions to be filled. The number placed on the election ballot shall be two times the number of positions to be filled and shall be those persons receiving the highest number of votes. In case of a tie for the last position all of the tied candidates for the position shall be considered nominated.
    - d. If, after notification of nomination, any candidate shall not be available, the person having the next highest nominating vote shall be considered nominated. Nominees shall not be announced until the requisite number has been found to be available.
    - e. Nominees shall be listed in alphabetical order on the election ballot.
    - f. Election shall be by written (mail) ballot, the envelope, but not the ballot, to bear the signature of the voter. The seven receiving the highest number of votes in the first election shall be declared elected. The highest three persons shall serve for three years, the next two for two years, and the next two for one year. In subsequent elections, two or three candidates, depending upon the number of positions to be filled, shall be declared elected. In case of ties, the Clerk of the Senate shall determine the winner by lot.
    - g. Nomination and election shall take place during the spring quarter and newly elected members shall take office on June 16. A minimum of two weeks shall be allowed for return of nomination ballots and also for the return of election ballots. In the case of the 1952 nomination and election, the time may be reduced an appropriate amount to insure completion of the election by June 16.
    - h. If none of the elected members is from the St. Paul Campus the committee shall add a member from that campus. If none of the elected members is from the Duluth Campus the committee shall add a member from that campus. Such person or persons shall serve for one year.
    - i. Within two weeks after the results of the annual election are announced, the President shall select the chairman of the committee for the coming year from among the elected membership of the committee.
    - j. Vacancies which may occur on the committee shall be filled for the remainder of the term by an available candidate selected in the order of the highest vote in the most recent election.
    - k. No elected members shall serve more than two successive terms. Members appointed under provision (h) shall not serve more

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than six consecutive years. Service of a year or more under condition (j) shall count as a term in considering eligibility for re-election.

ALFRED O. C. NIER, Chairman

**Note**—The selection procedure proposed is contrary to the Senate Constitution which specifies:

"10. The President of the University is the presiding officer of the Senate and names its committees, subject to the approval of the Senate . . . ."

An amendment to the Senate Constitution would be required before this report, if adopted, could become effective. Amendments to the Constitution, after adoption by the Senate, require approval by the Board of Regents.

COMMITTEE ON BUSINESS AND RULES  
HENRY ROTTSCHAEFER, Chairman

### VIII. REPORT OF THE COMMITTEE ON INSTITUTIONAL RESEARCH

Reported for Information

#### THE 1950-51 STUDIES OF FACULTY ACTIVITIES, A BRIEF STATEMENT OF MAJOR FINDINGS

by Robert J. Keller, Director, Bureau of Institutional Research

Requested by President J. L. Morrill at the fall (1950) meeting of the University Senate, the 1950-51 faculty load studies have been conducted by the Bureau of Institutional Research under sponsorship of the Senate Committee on Institutional Research. These studies have sought to identify the nature and extent of activities and services currently rendered by the academic faculties. Findings were expected to serve several purposes, among which were the following: (1) to furnish information useful in interpreting the University to the Legislature and the general public; and (2) to furnish the component colleges with information concerning faculty services which might be helpful in appraising the use of their own staff time in promoting their special objectives, as well as those purposes common to all University units.

A previous study of faculty load for 1941-42, directed by Professor Ruth E. Eckert, served as a model for the present study, suggesting both methods and instruments which could be adapted to the present survey. Activities for fall quarter of 1950 were reported by practically all resident faculty members with rank of instructor and above on specially prepared, four-page, printed forms. Excluded from the present survey were graduate assistants, other part-time faculty, civil service staff (even when rendering professional services) and certain groups of academic faculty such as agricultural extension workers and military personnel. These data were supplemented during winter and spring quarters by continuous, random samples, stratified by rank and college, of faculty who reported daily their professional activities for two-week periods on diary-type forms.

#### Major Findings

Any summary of major findings for a detailed University-wide study must be highly selective. Persons who desire detailed findings are referred to a previous summary report issued by the Bureau of Institutional Research in December, 1951, and the various tabular materials specific to the several colleges.\* The following findings have been selected by a subcommittee of the Senate Committee on Institutional Research largely because they represent characteristics of faculty load which deserve further study by the individual colleges. At the request of President Morrill, special attention has also been given to the interpretation of findings and identification of problems which may have budgetary implications.

\* Keller, Robert J. and Abernathy, Margaret G., "The 1950-51 Survey of Faculty Activities at the University of Minnesota," a multilithed report issued by the Bureau of Institutional Research, December, 1951. (41 pp.) Copies of this report and supplementary tables are available to faculty members upon request (211 Burton).

1. The total load of professional activities carried by University of Minnesota faculty members is generally very substantial. The activities reported by the typical faculty person had claimed 48 hours per week; the middle half of the staff worked from 40 to 56 hours per week. On the average, the work day of the University faculty member is heavy. When these hours of time spent are viewed in the light of the highly important kinds of activities involved, the contribution which the University faculty makes appears to be very large.
2. In addition, faculty members carry a great multiplicity of functions. Teaching, counseling, research, writing, work for professional organizations, administrative and office responsibilities, campus and non-campus service call for much diversity in daily work.
3. The pattern of activities reported by faculty members in a given college must be interpreted in terms of the role played by that college in the University and in the state.
4. Tenure (senior), and non-tenure (junior) ranks tend to be clearly differentiated on practically all types of professional activities. Professors and associate professors generally devote more time and participate in a wider range of professional activities than faculty holding junior ranks which are most clearly differentiated by their tendency to heavy concentration on graduate study and somewhat heavier teaching responsibilities.
5. Graduate teaching and advisory loads are carried almost entirely by faculty in senior ranks, though there are some variations from college to college. The graduate advisory load is carried by approximately one third of the academic staff and is sharply concentrated in a few colleges.
6. Comparisons between faculty members who ranked in the highest and lowest sixths with respect to the total amount of time devoted to University service were made for the total University and separate colleges. These comparisons involved the 198 faculty members who reported work weeks of 60 or more hours with the 196 faculty members who reported work weeks of 36 or fewer hours during fall quarter, 1950. The following differences appeared:
  - a. Proportionately more instructors and assistant professors were found in the lowest sixth and proportionately more professors and associate professors were found in the highest sixth.
  - b. Those faculty members in the highest sixth tended to spread their time over practically every type of service investigated.
  - c. Those faculty members in the lowest sixth consistently reported less participation in the entire range of professional activities.

#### Policies Relating to Faculty Load Studies

In the course of making these faculty load studies certain policies came to be established by the Senate Committee and its associated Bureau of Institutional Research. Chief among these were the following:

1. The implications of findings must in the first instance be drawn by the faculties of the separate colleges. These persons are best able to interpret findings and to place them in the perspective of the aims and goals of the college involved. For this reason detailed findings are being made available to individual colleges for study by their own faculties.
2. The confidence of the individual faculty member's report should be kept inviolate. Findings reported thus far have been for groups. Since copies of individual reports were also filed in college or departmental offices, each faculty must decide whether it wishes to continue this policy in interpreting its own findings.
3. The Committee on Institutional Research as a Senate Committee responsible to the faculty has interpreted its responsibility to make analyses of work loads for major college groups. Detailed analyses for departments or other groups within an individual college should be undertaken only at the request of the faculties concerned.

#### Main Assumptions of the Survey

No study of this kind would be complete without some statement of the assumptions or conditions under which the data have been collected and analyses made. In the present instance, the following assumptions were made:

1. Members of the University faculty were reasonably accurate in completing their reports and that the forms themselves and directions which accompanied them were reasonably specific and clear to members of different departments and colleges. On the average individual errors in over-reporting or under-reporting were assumed to balance one another without serious bias for groups such as departments or colleges. Intercollege comparisons, therefore, seemed warranted.
2. Time spent in professional activities when supplemented with a functional classification of these activities provides one reasonable measure of faculty load.
3. Variations in the pattern of activities is to be expected from college to college or within individual units. But deviations from University-wide practice should appear for individual colleges or departments in a manner which reflects the special functions or objectives of these units.

RUSSELL M. COOPER, Chairman

### IX. REPORT OF THE COMMITTEE ON INTERCOLLEGIATE ATHLETICS

Reported for Information

The most important recent event involving intercollegiate athletics was the series of recommendations for reforms adopted by the Executive Committee of the American Council of Education on February 16, 1952. These were thoroughly studied by the committee in deciding what position Minnesota should take when these recommendations came before the faculty representatives and directors of the Western Conference. A joint meeting of these groups was held on March 15 and 16, 1952, at which the A.C.E. proposals were considered.

The most important action adopted at the joint meeting was the amendment of that Conference Rule of Eligibility which requires a student participating in intercollegiate athletics to make progress toward the degree for which he is a candidate as a condition to continued eligibility for such competition. During 1949 the Conference introduced the principle of requiring such progress so far as measured by credit hours. The amendment adopted at the March 15, 1952, meeting adds the requirement for such progress as measured by the honor point ratio requisite for obtaining the degree for which the student is a candidate. The A.C.E. recommendations included a proposal that this principle be adopted. The Conference believed this a highly desirable reform and acted promptly in adopting it.

One other Conference action at the March 15, 16, meeting should be mentioned. This requires each Conference institution to file with the Conference Commissioner copies of an athlete's entrance credentials and of his college academic record. These must be filed in connection with the athlete's certification of eligibility for intercollegiate athletic competition. Such certification has long been required. The data required by the amendment will be open for inspection by any authorized representative of any Conference school. It is expected that the amendment will promote effective enforcement of all

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Conference Rules that condition eligibility for intercollegiate athletic competition upon academic achievement.

The waiver of the one-year Rule, made to permit freshmen to compete, will not be renewed for the next academic year.

WILLARD L. BOYD, Chairman

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

#### 1. Reported for Action

##### *Accreditation of Private High Schools*

On the basis of school visits or reports, the following schools are recommended for accreditation by the University of Minnesota subject to the submission of satisfactory annual reports for the time limits indicated:

##### *One Year (1952-53)*

Blake School	Minneapolis
Shattuck School	Faribault
St. Paul Academy	St. Paul
Summit School	St. Paul
Northrop Collegiate School	Minneapolis

##### *Three Years (1952-55)*

St. Augustine High School	Austin
St. Mary's High School	Bird Island
Bethlehem Academy	Faribault
St. Mary's Hall	Faribault
Villa Maria Academy	Frontenac
Maplewood Academy	Hutchinson
Mary E. McCahill Institute	Lake City
Minnehaha Academy	Minneapolis
St. Anthony High School	Minneapolis
St. Joseph's Academy	St. Paul
Visitation Convent	St. Paul

#### 2. Reported for Information

##### *Revised Policy on Relationships with Prospective Students*

The Committee on the Relation of the University to Other Institutions of Learning in the spring of 1949 presented to the University Senate a statement of basic policy concerning recruitment of students, a policy which was adopted by that body on May 26, 1949. Since that time questions have arisen concerning the interpretation of this policy by various colleges or departments of the University including the School of Nursing, the Institute of Technology, the School of Home Economics, and the Alumni Office. These questions plus general concern about University enrollment led, in May, 1951, to the appointment by this Relations Committee of a subcommittee to review University policy on student recruitment. This subcommittee consisted of Ralph Berdie (chairman), Ike Armstrong, C. W. Boardman, Ellsworth Gerritz, E. L. Haislet, William Nunn, Ella Rose, and Chester Wood.

This subcommittee has engaged in much discussion and study of this problem. It agreed that the 1949 Senate policy on student recruitment was essentially sound and that the two general principles basic to this policy were well accepted, namely:

1. The University of Minnesota, being a state university, has a responsibility for seeing that every citizen in the state is aware of the activities of the University and of the opportunities available to him at this institution.
2. No college, department, or division of the University, and no member of the University staff should solicit students to come to the University by making promises of rewards or by bringing other various pressures upon students, their families or teachers.

Although these general principles were quite acceptable, they helped but little in developing a positive program of action. The statement also provided little help to those who were attempting to define recruiting, to distinguish the desirable from undesirable practices, and to determine the limits of acceptable standards in educating persons about the University. The subcommittee consequently decided that it needed to survey practices in this area if it were to distinguish between "student recruitment" and "efforts to educate people about the University." Broadly conceived, every such educational effort on the part of the University could be viewed as recruitment and similarly, recruiting might alternatively be conceived as an informational or educational program.

Individual interviews were arranged between members of this subcommittee and administrative heads of the several colleges, radio station KUOM, the Office of the Dean of Students, the Minnesota Alumni Association, the Office of Admissions and Records, and the Athletic Department. Information gathered in this manner was summarized in mimeographed form under the following categories: publications, speeches, services provided to various groups and individuals, personal contacts, conferences, organizational activities, correspondence, placement activities, activities affecting student morale, public exhibits, radio and television communication, visitors to campus, direct aid to students and prospective students, Summer Session, and University news services. Copies of this 15-page report are available from the chairman (211 Burton Hall).

The subcommittee reported that many activities of a recruiting or educational nature were being conducted by the University, that these activities did not seem to violate either in spirit or in fact the principles stated in the Senate's recruitment policy, and that the effectiveness of these activities could undoubtedly be increased through greater coordination. Numerous specific suggestions were made concerning ways and means whereby contacts with prospective college students could be made more effective.

With this kind of background and in an effort to restate the Senate policy on student recruitment in terms of present conditions, this subcommittee prepared a tentative policy statement on relationships with prospective students for submission to the Senate Committee on the Relation of the University to Other Institutions of Learning. This Senate Committee subsequently reviewed this statement carefully with the subcommittee and with various other representatives of colleges or divisions concerned with this matter. In the course of this review, certain revisions were made. The following statement is presented to the Senate for information and discussion at the spring 1952 meeting with the recommendation that final action be postponed until fall 1952 to permit further review and criticism by members of the Senate or other University representatives. This policy statement is intended to replace the policy toward recruitment of students adopted by the University Senate on May 26, 1949.

##### *Revised Policy on Relationships with Prospective Students*

1. The University of Minnesota, because it is a state-supported institution, has responsibility for providing to every citizen in the state information about the facilities available at the University and the means whereby these facilities can meet the needs of individual citizens. To fulfill this responsibility, the University is obligated to publicize, through appropriate and effective channels, the various educational programs and types of services offered by the University. Relevant information regarding the admission requirements, standards, and curricula of the various certificate and degree-granting schools and colleges which make up the University must likewise be made available to Minnesota high school students, their parents, teachers, and counselors. The fulfillment of this responsibility involves the dissemination of information both through media of mass communication and through effective contacts with individuals in the community.
2. Prospective college students should select primarily for educational reasons the institutions which they attend. Such choices can be properly made only if based upon complete and carefully considered information about possible educational alternatives. Organized cooperative efforts by Minnesota colleges, other agencies or groups to present this kind of program shall have the active support and endorsement of the University.
3. Opportunities to consider the advantages of attending their state University should always be made available to prospective college students. This kind of information should be furnished by colleges, departments, or divisions of the University, their faculties, students, and other persons identified with or representing the University. In presenting this information about the University, every effort shall be made to stress positive educational values. No student should be solicited to enter the University through special pressures upon students, their families, or teachers, or through promises of reward other than those strictly educational in nature.
4. In the offices of the Dean of Admissions and Records, the Dean of Students, the Director of University Relations, and the Alumni Office, the University maintains special talents, resources, and facilities for accomplishing these objectives. Deans, directors, staff members, students, and other persons identified with or representing the University are encouraged to utilize the services of these offices in planning programs for prospective students.
5. Relationships with other educational institutions, including high schools and other colleges, are almost always involved in developing programs for prospective students. Desirable working relationships between the University and other education institutions have been fostered by the University and must be maintained in this kind of activity as well as others. To this end, the Committee on the Relation of the University to Other Institutions of Learning should examine the methods and objectives used in developing programs for prospective students in the light of their effect on relationships with other educational institutions or on the various colleges, schools, or divisions of the University.
6. There is need for clearance and coordination of the many different programs which have as their purpose that of informing prospective college students about the University and for leadership and stimulation of activities in this area. This responsibility shall be assigned to the Dean of Admissions and Records under policies developed by the Committee on the Relation of the University to Other Institutions of Learning. Assistance in this responsibility will be provided by an advisory committee, members of which will include representatives from colleges which admit freshmen.
7. This policy concerning relationships with prospective students can best be defined in terms of illustrative examples which are considered appropriate on the part of the employees or representatives of the University and those which are considered inappropriate.
  - A. Among the appropriate kinds of activities are the following:
    - (1) Suggesting to alumni, friends, or acquaintances, that prospective students open correspondence or communicate with representatives of the University.
    - (2) Answering promptly and accurately correspondence initiated by prospective students.
    - (3) Appearing before and speaking to student groups, high school faculties, parents, and alumni, when invited, for purposes of informing them about the University.

- (4) Inviting various high school groups and professional and community organizations to visit the University campuses.
  - (5) Participating in high school activities, such as Career Days, which have as their purpose the informing of students in high school regarding educational opportunities.
  - (6) Publicizing to all qualified students the scholarships, fellowships, student loans and employment opportunities available at the University and offer assistance in securing these when prospective students request such help.
  - (7) Disseminating literature about the University or any of its activities—bulletins, pamphlets, brochures, magazines, papers or books—to prospective students, parents, high school administrators, teachers, and counselors, or to other school-connected personnel or alumni.
- B. *Among the inappropriate kinds of activities are the following:*
- (1) Encouraging a student to attend the University of Minnesota and directly or indirectly discouraging his careful consideration and evaluation of other educational alternatives.
  - (2) Encouraging a prospective student to enter a particular program of the University without first ascertaining whether that student's abilities and interests give him at least a minimal chance of academic success in that program.
  - (3) Persuading a prospective student to attend the University because of his expected participation in athletics, music, drama, or other activities, without first ascertaining that the primary educational purposes of the individual can be fulfilled by the student's attending the University. The student, with the help of his teachers, counselors, and parents should make this judgment upon the basis of objectively presented information.
  - (4) Inducing students, through personal solicitation, to attend the University through promise of a special benefit, a particular job, a special scholarship, or a special service not available to all qualified students or not open to students on a competitive basis.
  - (5) In any manner providing information concerning the University that is not soundly based on fact and that is not accurate in fact.
  - (6) Presenting in any manner information not in good taste nor in keeping with the ideals and purposes of the University.

*Third Annual Conference on Problems of High School-University Transition*

This spring's conference was divided into two sectional meetings, a conference attended by representatives of small Minnesota high schools held at Coffman Memorial Union on Friday, April 18, and a conference for high schools located in Northeastern Minnesota held at Duluth Branch on Tuesday, April 29. Mornings were spent in small informal meetings between high school representatives and their former students now enrolled in the University. Faculty representatives from the University joined visitors at luncheon and remained for discussion of problems and issues identified during the morning by students and high school representatives. Participants divided into smaller groups for these discussions which continued most of the afternoon.

Summary reports of the 1950 and 1951 conferences are available upon request from the office of the chairman (211 Burton). The 1952 conference reports are currently being prepared and will be available by fall quarter, 1952. Dean Roger B. Page served as general chairman for the Minneapolis Campus conference; Professor Gerhard von Glahn acted in this capacity for the Duluth Branch conference. Other committee members were drawn from University faculty, the Minnesota Association of Secondary School Principals, the Council of School Executives, the Minnesota Personnel Association, and the State Department of Education.

*Revision of University Standards and Policies for the Accreditation of Private Secondary Schools*

During the past year a joint subcommittee was appointed to review current policies and standards for the accreditation of private secondary schools and to recommend any necessary revision. This subcommittee is currently active and plans to submit a progress report by fall, 1952. Members of this subcommittee are as follows: R. Allan Clapp, Headmaster, Blake School (Chairman); Anna Fellroth, Associate Principal, Minnehaha Academy; Rev. John R. Roach, Director of Cadet Affairs, St. Thomas Military Academy; Sister Mary Alphonse, Principal, St. Agnes High School; Ellsworth Gerritz, Director of Admissions; and William Micheels, Professor, College of Education.

*Evaluation of Credit for Military Service in the Post-World War II Period*

In anticipation of increased numbers of returning veterans from military service, the committee has been reviewing the many actions taken by the Senate during and following World War II concerning the educational status of veterans. The subcommittee studying this problem consists of: Elmer Johnson (chairman), Ellsworth Gerritz, Roger Page, Gerhard von Glahn, and Dorolose Wardwell. Faculty members who discover problems in this area or wish to make suggestions concerning this problem are encouraged to contact members of this subcommittee.

*Revision of University Standards and Policies for the Accreditation of Minnesota Junior Colleges*

The dual accreditation of Minnesota junior colleges by the University and the State Department of Education indicates the need for reappraising these relationships. A joint subcommittee consisting of representatives of public and private junior colleges, the State Department of Education, and the University of Minnesota has been appointed to assist in this task. Members are: Robert J. Keller (chairman); John Challberg (Dean, Brainerd Junior College); R. M. Cooper; Elmer Johnson; Floyd Moe (Dean, Virginia Junior College); W. A. Poehler (President, Concordia Junior College); Alfred L. Vaughan; Elmer Weltzin (Director of Secondary Schools, State Department of Education); and Harold Wilson (*ex officio*, President, Minnesota Junior College Association.) A report from this group should be made to the Senate during 1952-53.

ROBERT J. KELLER, Chairman

**XI. REPORT OF THE TENURE ADVISORY COMMITTEE  
Reported for Action  
PROPOSED REGULATIONS CONCERNING FACULTY TENURE  
(Special docket dated April 14, 1952)**

MALCOLM M. WILLEY, Chairman

## SUPPLEMENTARY SENATE DOCKET

Thursday, May 15, 1952

### I. SENATE COMMITTEES FOR 1952-53

#### Reported for Action

The following Senate committees have been named by the President, subject to the approval of the University Senate, effective July 1, 1952:

**Audio-Visual Aids:** William J. Micheels (chairman), Winston A. Close, Otis F. Hall, Helge E. Hansen, C. Irene Hayner, Head of Photographic Laboratory, Fred L. Kildow, George H. McCune, Dwight E. Minnich, Julius M. Nolte, Edward B. Stanford, Miles A. Tinker, Donald Torbert, Tracy F. Tyler.

**Business and Rules:** Henry Rottschaefer (chairman), Elio D. Monachesi, True E. Pettengill, George J. Schroepfer, Arthur J. Schwantes.

**Debate and Oratory:** E. William Ziebarth (chairman), Helen G. Canoyer, William S. Howell, Charles H. McLaughlin, Ralph G. Ross, John C. Weaver; students: Marlene J. Berkman, A'53, Michael L. Robins, A'52, Ramon I. Selleg, AS, and two yet to be named.

**Education:** Horace T. Morse (chairman), Robert H. Beck, John G. Darley, Richard K. Gaumnitz, Frank H. Kaufert, Robert J. Keller, Stanley V. Kinyon, Errett W. McDiarmid, Paul E. Meehl, E. D. Monachesi, Wilfrid S. Sellars, Thomas D. Speidel, Athelstan F. Spilhaus, Gerhard E. von Glahn (Duluth).

**Institutional Research:** Elio D. Monachesi (chairman), Russell M. Cooper, Gerald T. Evans, Ruth Harrington, Dale B. Harris, Wilbur L. Layton, Ralph G. Nichols, Lloyd H. Reyerson, Henry Nash Smith, R. Edward Summers, Leonard B. Wheat (Duluth); ex-officio: Cyril J. Hoyt, Robert J. Keller, Malcolm M. Willey; students: Marilyn L. Pearson, A'53, and two yet to be named.

**Intercollegiate Athletics:** Thomas F. Barnhart (chairman), Ike J. Armstrong, Harold S. Diehl, John E. King (Duluth), David W. Louisell, J. Lewis Maynard, William T. Middlebrook, Henry Rottschaefer (Conference representative), Max O. Schultze, J. Warren Stehman, John H. Williams; alumni: two yet to be named; students: Robert H. Allen, A'54, Merrill K. Cragun, Jr., A'54 (ex-officio), Allen A. Kaufman, L'55.

**Judicial:** William Anderson (chairman), William H. Alderman, Walter W. Heller, William B. Lockhart, Mervin G. Neale.

**Library:** Theodore C. Blegen (chairman), Gaylord W. Anderson, Richard T. Arnold, Russell M. Cooper, Ruth E. Eckert, Richard K. Gaumnitz, Theodore Hornberger, E. Fred Koller, The Librarian.

**Necrology:** Bryng Bryngelson (chairman), Edward A. Boyden, Raymond W. Brink, John O. Christianson, Mabel L. Culkin (Duluth), Philip W. Manson, William L. Nunn, John J. Reighard.

**Recreation:** Gerald B. Fitzgerald (chairman), Gertrude M. Baker, Dorothy L. Ericson, Keith N. McFarland, Edwin O. Siggelkow, Gordon Starr; students: Jeanne E. Behonek, Ed'53, Robert J. Healy, A'53, Zona M. Hendrickson, Ag'54, Keith R. Johnson, IT'53, Joan B. Krause, Ed'54, Evelyn L. Searle, Ed'54.

**Relation of the University to Other Institutions of Learning:** Robert J. Keller (chairman), Ralph F. Berdie, Elmer W. Johnson, Clarence B. Lindquist (Duluth), Roger B. Page, Ella J. Rose, R. Edward Summers, Alfred L. Vaughan; students: Ellen A. Beutler, Ed'53, Robert C. McCollum, A'54.

**Reserve Officer Training Corps:** Francis M. Boddy (chairman), Thomas F. Barnhart, B. James Borreson, Jan O. M. Broek, Elmer W. Johnson, John E. King (Duluth), Benjamin E. Lippincott, Roger B. Page, Maynard E. Pirsig; students: Walter T. Connett, A'52, Keith D. Johnson, B'53, Perry D. Smith, IT'53; alumni: two to be named.

**Student Affairs:** Kenneth E. Clark (chairman), Robert H. Beck, Norman J. DeWitt, Donald P. Duncan, Marcia Edwards, Gerald B. Fitzgerald, Howard L. Horns, John C. Kidneigh, Edwin B. Wenzel (Duluth), Lee S. Whitson, Cornelia Williams; alumni: two to be named; students: Burton D. Cohen, A'52, James O. Comfort, IT'53, Merrill K. Cragun, Jr., A'54, Phyllis K. Dahl, Ag'53, Helen M. Duffy, Ed'53, Joseph S. Ehrman, B'53, John T. Estes, A'54, William R. Hilgedick, Md'55, John O. Kangus, A'54, Gerald A. Kelly, B'54, Thomas P. Lowe, A'54, Shirley A. Matzoll, A'53, Lawrence R. Smith, A'54.

**Students' Work:** Willis E. Dugan (chairman), Ralph F. Berdie, Howard D. Myers, R. Edward Summers, chairmen of the students' work committees of the several schools and colleges.

**University Functions:** William L. Nunn (chairman), Francis S. Appel, Ike J. Armstrong, Wallace V. Blomquist, Edwin L. Haislet, James S. Lombard, Gerald R. McKay, Paul M. Oberg, Raymond G. Price, Louise A. Stedman, Stanley J. Wenberg, Edmund G. Williamson, E. William Ziebarth; students: Julie F. Bosshart, Gr., Irona M. Grimes, A'53, George C. Hanson, L'55.

**University Printing:** Harold B. Swanson (chairman), Margaret S. Harding, William T. Middlebrook, Edmund A. Nightingale, William L. Nunn, True E. Pettengill, Harold W. Wilson; student: one to be named.

### II. REPORT OF THE COMMITTEE ON

#### BUSINESS AND RULES

##### Reported for Action

The following change in Senate Constitution proposed by the Special Committee on Faculty Participation is submitted for action, subject to approval by the Board of Regents:

##### FROM

10. The President of the University is the presiding officer of the Senate and names its committees, subject to the approval of the Senate. In the absence of the President, the Senate shall elect its chairman.

##### TO

10. The President of the University is the presiding officer of the Senate and names, subject to the approval of the Senate, its committees, *with the exception of the Faculty Consultative Committee, which shall be elected by the members of the Senate.* In the absence of the President, the Senate shall elect its chairman.

HENRY ROTTSCHAEFER, Chairman

### III. REPORT OF THE SPECIAL COMMITTEE ON

#### FACULTY PARTICIPATION

The committee will present appropriate motions to provide:

1. That the Senate Constitution be amended as proposed.  
2. That the Senate accept the Report of the Special Committee on Faculty Participation as submitted in the Senate Docket with the following changes:

a. In the second paragraph from the end of Section II the word "leadership" which appears in two places in the first sentence be changed to "participation."

b. Section IV, Part 5a should read "all voting members of the Senate . . ." instead of "all full members of the Senate . . ."

c. Section IV, Part 5c should read "In the year of the first election, each voting member . . ." in place of "In the year of the first election, each member . . ."

d. In Section IV, Part 5g should be replaced completely by the following statement: "Nomination and election shall take place during the period between February 15 and April 15 and newly elected members shall take office on July 1. Two weeks shall be allowed for return of nomination ballots and also for the return of election ballots. Nominations and elections shall be administered by the Clerk of the Senate. The result of the election shall be announced through the Official Daily Bulletin as soon as it is available."

3. That the present Special Committee on Faculty Participation be instructed to formulate a by-law following the principles enunciated in the report of the committee, this by-law to be presented to the Senate at the first Senate meeting following the acceptance by the Regents of the amendment to the Constitution proposed in the first resolution above.

4. That the Senate nominate and elect seven individuals according to the procedure proposed in the report, that the Senate recommend that the President appoint these individuals as an *ad hoc* Consultative Committee for the year 1952-53 and that the committee function in the manner proposed in the report.

ALFRED O. C. NIER, Chairman