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Dec. 14, 1920

ONE-7740—SENATE MINUTES --C
**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 second meeting of the University Senate, Thursday, December 16, 1920:

- I. Approval of the minutes of the meeting of November 3, 1920.
- II. Report of the Committee on Business and Rules.
- III. Report of the Committee on the Relation of the University to other Institutions of Learning.
- IV. Report of the Administrative Committee of the Senate.

**II. REPORT OF THE COMMITTEE ON BUSINESS
AND RULES**

Your Committee on Business and Rules recommends to the Senate that the Board of Regents be requested to amend Article 3 of the Constitution respecting membership in the Senate by inserting in Article 3 at the end of the first sentence, after the words "or Associate Professor," the words "the Senate shall also have authority to add from time to time to its roster such other members of the faculty of the University or administrative officers thereof as the Senate, upon report of the Membership Committee with or without its recommendation, may elect."

Respectfully submitted,

HENRY J. FLETCHER,

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

Your Committee on the Relation of the University to Other Institutions of Learning respectfully submits the following recommendations:

1. That Sociology, one-half unit, be recognized as an entrance subject in Group D for admission to the University.
2. That section 3b, under **Specific Regulations in the Standards for Judging Minnesota Schools Offering One or Two Years of College Work**, be modified to read as follows:
(b) Admission. Only graduates of a secondary school accredited to the University, or high-school seniors who have completed a minimum of fifteen entrance units may be admitted to junior college classes, except those in elementary languages, where properly qualified high-school seniors may be allowed to enter.
3. That Bethlehem Academy, Faribault, Minnesota, be added to the published list accredited to the University.

**IV. 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. **Conferring of Degree at the Close of the Fall Quarter.**
On motion it was *voted* as the sense of the Committee that a special convocation should be held toward the close of the present quarter, at which degrees should be conferred upon those medical students and students of other colleges, who have completed the work for their respective degrees. The attached report from the Special Committee appointed September 23rd, to consider the whole question of granting of degrees at other times than Commencement Day, was presented by Dean Johnston and approved.

"Your Committee on the Granting of Degrees desires to submit the following recommendations:

- "1. That provision be made for the conferring of degrees at the end of each University session.

"Note: The Committee cannot make specific recommendations at this time as regards the summer session. Circumstances might require that degrees be conferred at the end of each half of the summer session, and this may remain true even after the full summer quarter is established.

- "2. Whether a convocation shall be held each quarter and the date and place of same should be referred to the Committee on University Functions.

"3. The existing rule should be reaffirmed with the interpretation that absence from commencement should be approved only in case of illness or circumstances beyond the individual's control, or in cases where the last quarter's work is done in absentia under direction of the University.

"Note: An example is found in the case of candidates for the M.D. degree for interns in cities at distance.

2. **Articulation Between the Registrar's Office and the Various College and School Faculties and Faculty Committees.** The President presented a suggestion from the Registrar for better articulation between the Registrar's office and the college and school faculties.

The proposed plan involved:

- a. Recognition of the Registrar as an ex-officio non-voting member of each faculty or executive faculty, with the privilege of attending all meetings in person or by delegate.

b. Filing of all executive faculty and general faculty minutes in the Registrar's office.

c. Filing all faculty committee minutes which have to do with programs, curriculum, students' work, or enrollment, in the Registrar's office.

On motion it was *voted* to approve the plan.

2. Actions Reported for Information

The following actions have been taken since the last meeting of the Senate, and are reported for information:

1. Appointment of the University Representative for the Inauguration of the President of Allegany College: It was the sense of the Committee that Dr. Bert S. Miner should be asked to represent the University of Minnesota at this inauguration.

2. **Dismissal of Third and Fourth Hour Classes on November 20th.** A committee of students representing the "Better Minnesota" Movement Committee appeared before the Administrative Committee, and asked that classes be dismissed on the third and fourth hours, Saturday, November 20th. The general plans for "Better Minnesota" Week and Home-coming were outlined. The students committee voiced the opinion that by setting aside a special day for the purpose, it would be possible to confine the organized Freshman and Sophomore class contest to this day, and eliminate the indiscriminate class scraps which were prevalent this fall. On motion it was *voted* that the request for dismissal of classes the third and fourth hours on Saturday, November 20th, be granted, and that plans for next year be referred to the Committee on Student Affairs for recommendation before the end of the current year if possible. It was the sense of the Committee that definite arrangements for such occasions should be made sufficiently in advance to permit of their being included in the published calendar for the year.

3. **Leave of Absence for Members of Student Organizations.** Dean Nicholson pointed out that an official leave of absence has been refused members of the band who made the trip to the Iowa-Minnesota game, but that certain instructors were excusing these students, while others were not. It was understood that the president would prepare for publication in the Official Daily Bulletin a statement to the effect that excuses for the absence from class of members of students organizations should be recognized only when such absences are authorized by University action.

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4. In accordance with the action of the Administrative Committee of the Senate, November 11th, the President has appointed the following Committee:

All-University Schedule Committee: Mr. West, Chairman; Miss Elizabeth Jackson, Messrs. C. A. Herrick, Dowling, F. H. Scott, Lambert, Holliday, Bachman, C. A. Mann, Swift, Pelz.

All-University Committee on Military Affairs: Messrs. Nicholson, Chairman; Freeman, Thomas, Law, Holman, Haggerty, Wulling, Owre, Sneed, Mudgett.

5. **Report of the Scientific Apparatus Committee on the Question of a Central Shop.** The President presented the following report from Prof. Erikson, Chairman of the Committee: "The Scientific Apparatus Committee in accordance with your request has considered the question as to the advisability of establishing a central shop, and respectfully desire to submit the following report.

"1. that a central shop be established for the manufacture and repair of scientific apparatus under the control of the Inventory Department.

"2. that one of the present shops be designated as the starting point upon which to build the central shop.

"3. that it is understood that the existing shops may be called upon to do work for other departments by the central authorities, subject however, to the precedence of the work of the department having the existing shop.

"4. that provision should be made for adequate shop facilities at the University Farm as a unit of the central shop.

"5. that a glass blower should be engaged in order to meet the urgent need for the manufacture and repair of glass apparatus. It was felt that such a man would save his salary many times over if employed.

The Committee felt it was not at liberty to report on details at this time.

6. **Report of the Special Committee on Inauguration of the President.** Mr. Pierce, Chairman of this Committee, presented the following report:

"Your Committee appointed to suggest a program in connection with the inauguration of the President of the University begs leave to recommend:

"1. That the ceremony be held on Friday and Saturday, (May 13 and 14) immediately following Cap and Gown Day (May 12) in order to (a) give opportunity to the seniors to provide themselves with academic dress, (b) permit of outdoors exercises without discomfort, (c) take advantage of the impetus given to student interest in scholastic attainment and educational progress.

"2. That the exercises be simple and unostentatious.

"3. That emphasis be given to the splendid history of the institution and its ideals and purposes by the participation of Presidents Folwell, Northrop, Vincent, and Burton in the exercises.

"4. That one full day be devoted to educational conferences, the character and scope of which shall be determined by the President."

The Committee also suggested a tentative detailed schedule for Friday, May 13, and Saturday, May 14.

On motion the report was approved as a recommendation to the Board of Regents.

7. **Penalty Fee for Late Registration in the Graduate School.** The President presented a letter from the Registrar, calling attention to a discrepancy between the printed regulations and the practice governing the imposing of penalty fees on registrants in the Graduate School, together with a recommendation from Dean Ford. On motion it was voted to exempt all students in the Graduate School from penalty fees for late registration or late payment of fees.

8. **Infringement of Library Regulations.** On recommendation from the Acting Librarian, it was voted to approve the following recommendations, providing for penalties for infringement of library rules governing the loan of reserve books, and use of reading-room books.

"After December 31st, 1920, the following regulations will be enforced:

"All overnight books taken from the 'Reserves' must be returned at 8:30 the following morning. If not returned at that hour a fine of twenty-five cents will be imposed, and an additional ten cents will be charged for every hour or fraction of an hour thereafter that the book is retained.

"Books issued during the day for reading-room use must be returned within two hours. If not returned promptly a fine of twenty-five cents for the first hour and ten cents additional for every hour or fraction of an hour thereafter that the book is overdue, will be charged. The two hour limit will not be enforced between 6 p.m. and 10 p.m.

"The person signing the card will be held responsible for the payment of the fine.

INA FIRKINS, Acting Librarian

9. **Payment of fees.** On motion it was voted to adopt the following regulation as proposed by the Registrar: "Regular and penalty fees must be paid in accordance with the statement furnished by the Registrar's office, as a prerequisite for the consideration of any request for the adjustment, modification or refundment of such fees. The interpretation of the regulations governing the exemption from payment of fees by members of the teaching staff registered in the Graduate School, as applied to the Summer Session, was referred to Dean Fraser.

10. **David W. Gerard Memorial Educational Aid Foundation Scholarship.** Attention was called to a number of scholarships which will be available in the fall of 1921, and annually thereafter, under the auspices of the David W. Gerard Memorial Educational Aid Foundation. It was understood that the necessary publicity would be given to this scholarship, and the Registrar's office was instructed to keep a record of all scholarships of this nature which may be available from time to time.