

GRADUATE SCHOOL
Executive Committee
February 10, 1936
Campus Club
12:30

Dean Ford presiding: present Professors Gortner, Jackson, Miller, Minnich,
Searles, Shippee, Tate.

I. The following appointments to the Graduate Faculty were approved:

✓ de Barry, Ellet M.	Asst. Prof.	P. M. & Pub. H.	Assoc. Member
✓ Duncan, Otis Durant	Lecturer	Sociology	Assoc. Member
✓ Fish, Marion	Asst. Prof.	Home Econ.	Assoc. Member
✓ Myers, Will M.	Instr.	Agron. & Pl. Gen.	Assoc. Member
✓ Personius, Catherine J.	Instr.	Home Econ. (S. S. only)	

II. It was voted that the rule requiring the deposit of \$ 2.50 per page or a minimum of \$ 25.00 for printing a summary of a doctoral dissertation be made retroactive. Those candidates who have plans for printing the thesis in full will continue to file the bond for One Hundred Dollars.

III. A letter was read announcing the acceptance of the Charles Peter Sigerfoos fellowship by the Board of Regents. Mr. Minnich explained the terms of the fellowship.

I V. It was voted that candidates for advanced degrees must pay not less than the full normal fee for three quarters before receiving the degree,

V. Students are required to take the physical examination provided by the Health Service upon entrance to the Graduate School.

VI. Master's degree without thesis:

1. Each department shall state in the Graduate School Bulletin whether or not it offers the opportunity for graduate students to secure the Master's degree without thesis (Plan E) in that department.
2. The program blank shall be modified to allow student to show his choice of the type of degree for which he proposes to work; this choice is to be made by the candidate with the approval of the adviser. Transfer from one type of degree to another may be made with approval of the adviser.
3. Each program shall have the approval of an adviser of the department or a committee acting on behalf of the department, and of the group committee. Each prospective candidate shall present to his adviser and the committees a statement of his work, undergraduate and graduate, completed with credit, for the guidance of the adviser in helping formulate the program and the committees in approving it.

Advisers and committees shall see to it that each candidate has the ground work, or more courses, for a major or two minors in academic subjects (in addition, in the case of a candidate for a professional degree, to the necessary courses required for entrance upon graduate work in the field of his specialization. If there were deficiencies

in either of these the candidate must take undergraduate courses or otherwise prepare himself to give evidence that such deficiencies have been made up, before entrance into graduate work. The standard for this ground work shall be approximately the amount and quality of work required for majors and minors in the undergraduate colleges of the University of Minnesota.

4. To secure a Master's degree under Plan B at least forty-five (45) credits in courses giving graduate credit are necessary; of these forty-five credits, at least nine (9) must be in seminar or in independent work under the direction of an instructor and involving the preparation of a satisfactory written report which shall meet the standards set for the Master's thesis.

VII. The plan submitted by a committee of the School of Business Administration for the degree of Master of Business Administration (M. B. A.) is referred to the Social Science Group Committee with power. The report should be modified to 1) use term "written report" instead of "thesis", 2) conform to the general regulation regarding the requirement of forty-five credits, including not fewer than nine credits in seminars or in independent work under direction of an instructor, in courses giving graduate credit, 3) provide for the submission of programs to the Social Science Group Committee.

April 27, 1936

Mr. R. M. West
Adm 105

Dear Mr. West:

To cover the situation which you revealed to me the other day concerning the payment of tuition by graduate students, the Executive Committee at its last meeting voted to recommend that candidates for advanced degrees must pay not less than the full normal fee for three quarters before receiving the degree. This is not to apply to our own graduates, applicants for the professional engineering degrees, who present a year of graduate work from some other institution.

You will recall that the occasion for this was the fact that students were so distributing their course requirements as to fall in the lower tuition brackets, not scheduling their theses; therefore their total registration would be less than apparently was called for by full work for one year.

Sincerely,

GSF:D

Guy Stanton Ford, Dean

UNIVERSITY OF MINNESOTA
GRADUATE SCHOOL
MINNEAPOLIS

OFFICE OF THE DEAN

October 1, 1935

To the Members of the Teaching Faculty of the Graduate School.

For the past year or more the Executive Committee and the seven group committees over which they preside have been considering certain changes in the administration of the Master's degree. At its meeting on June 5, the Executive Committee formulated in general terms a Graduate School policy with regard to this degree in the future. They asked me to submit it to the teaching faculty for a referendum mail vote.

I am limiting myself to a brief statement of the considerations that were weighed by me in initiating the discussion and by the Executive Committee in reaching its conclusions.

The Master's degree is granted at present here and elsewhere to a group as diversified in purpose, interests and qualifications as is the body of students taking the Bachelor's degree. Roughly, however, they divide here and elsewhere into two major groups:

1. Those who are interested in research and further study and willingly seek the Master's degree with its thesis, language requirement and examinations as a test significant or determinative for them in the choice of a scholarly career or valuable in itself for the introduction it gives in methods of research or specialized scholarship.
2. A much larger and increasing group who want an additional year or more of curricular work for professional (teaching) or other purposes. For the completion of this successfully they need and deserve some specific recognition and a degree is what laws, professional organizations, as well as academic custom, specify. This group has no definite interest in research as such, is served better by sound course work than by a thesis and a foreign language which occupy so much of such students' time and make them a burden on the Graduate School staff.

Our Master's degree is essentially a little doctorate and is designed primarily for Group 1. It does not serve Group 2 and may be said to prevent the University from serving this class. The University, not necessarily the Graduate School, must consider the interests of this very large group. The University certainly has delegated the interests of Group 1 to the Graduate School and, in the opinion of those who are handling both groups under the present system, its service to Group 1 is definitely blurred by the presence and problems of Group 2. It is a condition and a theory that confront us and they do not agree. The breach between the theory under which the Master's degree rules at Minnesota were set up even before the reorganization in 1913 and the varied

Graduate School whose prime function is promoting scholarship and research; this is an fortunate.

Any decision which gives due weight to the interests involved must be made with reference to serving better (a) the specific interests of the faculty and students interested in promoting and pursuing advanced study and research evidenced, as in the past, primarily by the thesis and (b) the University's educational responsibility to serve the interests of Group 2 through some agency or organization.

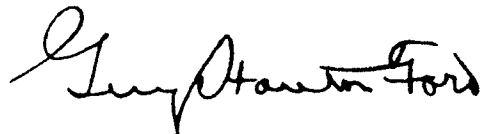
It is proposed:

- A. To retain the administration of the degrees of Master of Arts and Master of Science with thesis and language requirement in the Graduate School. The degree of Master of Science with its designation by fields in medicine is included in the above reservation.
- B. To arrange, perhaps through the several colleges or in some appropriate university unit, for the granting to students taking primarily additional professional or cultural curricular work of an appropriate degree. In general the broadest suggested degrees (already in use elsewhere) would be the M.Ed. which would not be limited to those who took professional educational subjects but open to those who were preparing in subject-matter fields for classroom teaching, M.Ag. or Forestry or Home Economics, etc.

Administrative arrangements required by a favorable decision on this general plan would presumably be the joint task of the Executive Committee of the Graduate School and of the Committee on Administrative Reorganization (the Committee of Seven), with consultation with the Committee on Admissions. The first two committees have the same chairman and the third is presided over by Dr. C. M. Jackson.

I append a form for a mail vote and I hope the replies will come in promptly. Any comment or helpful criticisms or suggestions will be welcomed.

Sincerely,



Dean

Graduate School
Executive Committee
April 8, 1936
Minnesota Union
12:30

Dean Ford presiding: present, Professors Gortner, Miller, Minnich, Searles,
Shiypoe, Tate.

I. Candidates for advanced degrees approved and recommended to Board of Regents
for conferring of degrees Thursday, March 19, 1936

Masters of Arts	14
Masters of Science	6
Doctors of Philoso-	
phy	<u>4</u>
Total	24

II. Appointments to Graduate Faculty:

✓ Denelson, Eva	Instr.	Home Ec.	Full Member
✓ Funk, Walter H.	Instr.	Optthal. & Otol.	Assoc. Member
✓ Leaky, Alice	Lecturer	Sociology	Full Member

III. Dean Ford announced that he considers action taken to allow doctor's thesis
to be published in abstract on payment of a fee of \$ 25.00 to be retroactive.

IV. Copy for the general statement in the Bulletin about the Master's degree was
read by Dean Ford and modified in several respects on suggestion of the com-
mittee.

GRADUATE SCHOOL

JUN 18 1936

Executive Committee

June 11, 1936

234 Administration Bldg

4 p. m.

Dean Ford presiding; present Professors Jackson, Minnich, Searles, Shippee, Tate.

I. Candidates for advanced degrees were approved and recommended to Board of Regents for conferring of degrees June 18, 1936.

II. Research grants for year 1936-37 were approved as follows:

On recommendation of Social Science Research Com	- - - - -	\$ 947
On recommendation of com. for physical and biological sciences	- - - - -	21,989
Requests temporarily withheld on which Dean Ford was given authority to act	- - - - -	900
One of undetermined amount	- - - - -	---
By action of Executive committee directly:		
F. N. Kewer (Speech motivation and speech convention scales)	- - - - -	200
M. A. Tinker (Eye movement measures)	- - - - -	375
Peterson and Tinker (Studies in Typography)	- - - - -	400
Van Wageningen (Completion of 5-year test experiments)	- - - - -	800
E. B. Wesley (Preparatory studies for social science tests)	- - - - -	600

III. Time for publishing Ph. D. thesis of J. J. Lawless was extended to Jan. 1, 1937

IV. Permission was given Dwight Ingle to take preliminary examinations for the Ph. D. without having previously satisfied language requirements.

V. Appointments to teaching faculty of Graduate School approved:

Abbe, Ernst G.	Instr.	Botany	Assoc. Member
Atwater, Pierce	Lecturer	Sociology	Assoc. member
Brew, Margaret Louise	Instr.	Home Econ.	Assoc. member
Dawson, Ralph Ward	Asst. Prof.	Zoology	Assoc. member
Dickson, Samuel H.	Asst. Prof.	Geography	Full member
Edwards, Marcia	Instr.	Gen. Edus.	Assoc. member
Ekstrom, George F.	Instr.	Agr'l Edus.	Assoc. member
Floyd, Oliver Reed	Asst. Prof.	Edus.	Assoc. member (su)
Grant, Martin L.	Instr.	Botany	Assoc. member
Hathaway, Starke R.	Lecturer	Psy. & Med.	Assoc. member
Holmquist, Albert M.	Professor	Zoology	Assoc. member (su)
Hill, Donald E.	Instructor	Phys'l Chem.	Full member
Hunter, Walter S.	Prof.	Psychology	Full member (su)
Johnson, Donald W.	Asst. Prof.	An. Hist.	Full member
Joseph, Thomas L.	Prof.	Metallurgy	Full member
Levell, Reginald, I.	Lecturer	History	Assoc. member (su)

✓ Mowry, Kenneth F.
 * MORTIMER, ARWOOD S.
 Oosting, Henry J.
 ✓ Oederquist, Harold O.
 ✓ Walker, Curtis H.
 ✓ Stuart, Graham H.

Prof.
 Instr.
 Prof.
 Instr.
 Lecturer
 Prof.

P. M. & P. H.
 Gen. Educ.
 Botany
 Educ.
 History
 Pol. Sci.

Full member
 Assoc. member (su)
 Full member (su)
 Assoc. member (su)
 Assoc. member (su)
 Full member (su)

Hepler, Victor E.

Inst

Ag Ed

Assoc

Sent to Dean Haggerty for his O.K.

GRADUATE SCHOOL
Executive Committee
November 18, 1936
Campus Club
12:30

Dean Ford presiding. Present: Professors Jackson, Miller, Minnich, Schmitt, Searles, Shippee, Tate.

I. Dean Ford reported briefly and informally on meeting of Association of American Universities.

II. Appointments to Graduate School Faculty:

Arjona, Doris King	Assist. Prof. Romance Languages	Full member
✓ Atkins, Elizabeth	Assist. Prof. English	Full member (M.A.)
✓ Briggs, David R.	Assoc. Prof. Bio-Chemistry	Full member
✓ Gartner, Ruth	Instructor Architecture	Assoc. member
✓ Rogers, Henry G.T.	Assist. Prof. Dr. & Desc. Geom.	Full member
✓ Elliott, Mabel A.	Assist. Prof. Sociology	Assoc. member (1 yr.) ✓
✓ Fischer, Earl B.	Assoc. Prof. Pharmacology	Assoc. member
✓ Frydland, Varne C.	Assist. Prof. Indus. Mins.	Assoc. member
✓ Wilkinson, Howard	Assist. Prof. Speech	Full member (1 yr.) ✓
✓ Heathman, Lucy S.	Prof. Lect. P. M. & P. H.	Full member
✓ Jenkins, Glenn L.	Professor Pharm. Chem.	Full member
✓ Kissack, Robert A.	Assist. Prof. Vis. Mins. (G.C.)	Full member Assoc. member
✓ LaFort, Nellie C.	Assist. Prof. Romance Languages	Full member
✓ Stevens, Alex S.	Assist. Prof. Dr. & Desc. Geom.	Assoc. member
✓ McConnell, C. Raymond	Assoc. Prof. Gen. Mins.	Assoc. member
✓ Miller, Elmer S.	Instructor Botany	Assoc. member
✓ Haffiger, Ralph O.	Asst. Prof. Journalism	Full member
✓ Mylin, Victor E.	Instructor Ag. Mins.	Assoc. member
✓ Flatau, Erling S.	Assist. Prof. Pediatrics	Full member
✓ Schneider, Joseph	Instructor Sociology	Assoc. member (1 yr.) ✓
✓ Spafford, Ivel	Assist. Prof. Home Econ.	Full member
✓ Visscher, Maurice B.	Professor Physiology	Full member
✓ Vogels, Alfred G.	Assist. Prof. Pl. Path.	Assoc. member (1 yr.) ✓
✓ Piccard, Jean F.	Lecturer Aere Engineering	Full member for period of residence
✓ Phillips, Helen U.	Lecturer Social Work	Assoc. member (S.S.'36 & f 36)

III. Preliminary examinations for doctor's degrees. No action required on Doctor Gartner's letter. Option of department whether written or oral or both.

IV. Moved to abolish publication of announcements of Preliminary examinations for doctorate.

V. For Shewlin and Caleb Derr Fellowships: candidates should be informed through bulletin that 1) those with previous graduate experience will be given preference; 2) candidates without evident language preparation will be discriminated against; 3) no candidate over 30 years of age will be considered.