

ADVISORY COUNCIL MEETING

January 24, 1923.

A discussion of legislation inimical to the interests of the University.

The Advisory Council held its regular meeting on January 24, at eight P. M.


Members present: Dean Hale, Dean Robbins, Dean Sheldon, Professor Barnett and Professor Packard.

The minutes of the two preceding meetings were read and approved.

Mr. Packard was re-elected secretary for the coming year.

The meeting was devoted to a consideration of the legislative situation as affecting the interests of the University. President Campbell analyzed the status of the proposed bill to cut off the Medical School appropriation, and throw the maintenance of that institution upon the income from the millage. The proposed bill to charge a tuition fee of \$100 for Oregon students and a higher one for non-resident students was also explained and was shown to be unwise. In the discussions that followed the various issues at stake were clearly brought out.

Adjournment.


Secretary.

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Advisory Council Meeting.

March 27, 1923 -

A discussion of the Annual Budget and Student Fees.

The Advisory Council held its regular meeting on March 27 at eight p.m.

Members present: Dean Hale, Dean Robbins, Dean Sheldon, Professor Barnett, Professor Gilbert, and Professor Packard.

Minutes of preceding meeting read and approved.

A motion was made and unanimously carried to invite Dean Dymont to attend all the meetings of the Council for the coming year.

B
President Campbell presented a tentative University Budget for the ensuing year. The various items were explained and discussed by the various members of the Committee. It was moved by Dr. Sheldon that a sub-budget Committee be appointed by the President to study the budget before its presentation to the Board of Regents meeting scheduled for April 7. Dr. Gilbert, Dr. Robbins, and Dr. Sheldon were appointed to serve on that committee.

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A suggested increase of the tuition fees of resident and non-resident students was discussed at some length. Several members expressed themselves as opposed to the principle of increased tuition fees as being undemocratic. It appeared to be the consensus of opinion that an increase of fees to resident students should not be materially increased. The suggestion that the laboratory fees be apportioned and added to the tuition fees was discussed, and importance of giving the matter deliberate consideration was recognized by all.

Dr. Sheldon gave notice of a University Extension matter which he intends to bring up at the next meeting.

The Council adjourned.

E. Packard

Secretary.

ADVISORY COUNCIL MEETING.

May 9, 1923.

Report of Budget Committee

The Advisory Council held a regular meeting on May 9, 1923, at eight p. m.

Members present: Dean Hale, Dean Robbins, Dean Sheldon, Professors Barnett, Gilbert, and Packard.

Minutes of preceding meeting read and approved.

B The Budget Committee, consisting of Dr. Gilbert, Dean Robbins, and Dean Sheldon, submitted a budget report which served as the basis of general discussion. Upon motion of Dr. Sheldon the report as given below was accepted.

The Council adjourned.

E. H. Packard

Secretary.

BUDGET REPORT

The Committee appointed to consider the budget have reached the following conclusions:

- B 1. The classification of items as found in the budget outline makes it difficult to pass judgment on particular items. This defect will be remedied when the form of the budget is recast to meet the demands of standard accounting practice.
- a. Some of designated headings include items of a very different nature and are too comprehensive, - General Maintenance under Schedules C and D include items which are not maintenance in the ordinary sense but are best classified as operating expense.
 - b. The heading Departments Schedule E includes too much, - what has ordinarily been designated as Departments, i. e., equipment for laboratories, etc., is here made to include extension both at Eugene and

Portland, the expenditure for library books, research and the two Summer Schools. By including all these items the "department" allowance, ordinarily about \$20,000 is made to show the surprising total of \$186,000, - closer scrutiny reveals the fact that the campus teaching departments allowed some \$25,250,000 represent what has ordinarily been designated as Departments. ✓

2. The allowance made for campus teaching departments will probably prove adequate when supplemented by laboratory and other fees, but the committee wishes to emphasize again the necessity of keeping department appropriations free from extraneous charges for purposes not properly debited to the departments.
3. The Committee wishes to urge upon the Administration the desirability of better equipment for the library. The specific need which is most pressing at the present time is the need for additional stacks to accomodate books, magazines, serial publications, etc., which are now inaccessible by being piled on top of the stacks already full to overflowing. Mr. Douglass has recently received revised estimates on the cost of installing needed steel stacks and the necessary light controls, and finds the total will be but \$14,772. We believe that the funds can and should be provided for this equipment. With the growing demands on the University's income for maintenance and operation little margin is left for building, and with the outcome of the Gift Campaign uncertain, there is no immediate prospect of a library building. Even if funds were available now considerable time would elapse before the building would be ready for occupancy and in the meantime the congestion in the stack rooms of the old library would become intolerable.
4. The Committee also urges an increase in the number of graduate assistants, both as a means of building up the Graduate School, and as a means of relieving the regular instructors from a part of the drudgery connected with paper reading and other routine work.
 - a. Undergraduate readers are extensively used but are less satisfactory than graduate assistants, even when undergraduate readers are well qualified by advanced work, their gradings are questioned by students and they resent being "graded down" by students scarcely less advanced than themselves.

- b. A canvass of departments has been made by the Committee and we find that the following departments and schools could use an extra or additional assistants: Political Science 1; English 2; Economics 1; Education 1; Business Administration 2; Journalism 1; Sociology 1; Chemistry 2; Psychology 1; Geology 1; History 1; Romance Languages 1; Physics 1.
- c. This survey shows that the departments and schools really need in addition to the twenty-four graduate assistants we now have some sixteen others. This would entail an extra charge of \$8,000 on the University Budget.
5. The cost of extra equipment for the library, \$14,772, and for graduate assistants, \$8,000, would total nearly \$23,000 but the Committee believes the money can be obtained and the expenditure provided for in the following manner:
1. The receipts from student fees (even though no increase in fees is made) will probably exceed the sum estimated in the budget for estimate has been conservatively made on the basis of 2,000 students. In the schedule of resources, also, income from Eugene and Portland Summer Schools is estimated at \$4,320, which amount should be increased by about \$8,000.
 2. We believe item for furniture and fixtures of \$8,000 is more than will be required for the year 1923. The new buildings to furnish are Journalism and Architecture and these departments or schools were provided for in part out of budget of 1922. We believe that a cut of \$5,000 could be made in this item without serious inconvenience.
 3. The third item which promises some saving over tentative estimates is the extension Status of Portland Center yet to be determined and its place in the field is in hands of another Committee. This Committee believes that any extension of the work in Portland is undesirable at this time. The Portland Center now costs the University the sum of \$45,000 and total budget requested by Director for Extension is \$93,430 for Eugene, Portland and state-wide services; last year only \$70,800 was allowed. We believe the allowance of

\$93,000 for extension to be ill-advised at present. Rather should budget be kept down to last year's expenditure of \$70,000 or even cut to \$60,000. Much of the work in Portland Center is elementary and involves duplication of work done by other agencies. By confining work to strictly high-grade University courses for which credit can be given at the University toward graduation, a considerable saving could be made without sacrifice and with perhaps an improvement in the prestige of the Portland Center.

Conclusion: By revising estimates of receipts and by making cuts in furniture and fixtures and on extension items, funds may be found for two useful and necessary purposes in which the whole faculty is interested.

Gilbert,
Robbins,
Sheldon, Chairman.

Advisory Council Meeting.

November 7, 1923 -

A Discussion of Standard Accounting Methods as Applied to Universities.

The Advisory Council had its fall meeting at the call of the President on November 7 at 7:30 p. m.

Members present: Dean Robbins, Dean Sheldon, Professor Barnett, Professor Gilbert, and Professor Packard.

Minutes of preceding meeting read and approved.

A President Campbell and Mr. Onthank presented the present status of the attempt to standardize the form of accounting used by American universities in order that a basis for comparative costs might be obtained. Several northwest institutions, including Oregon, Washington, Montana, have already adopted the scheme so that it will soon be possible to make direct cost comparisons.

The President announced that the departmental budgets would probably be completed by January 1.

B A discussion lead by Dr. Sheldon emphasized the great need of a special budget of at least \$5000 for the purchase of books pertaining to definite research problems, since the policy of the Research Committee prevents them from subsidizing investigations requiring the purchase of books.

M As is customary at the meeting preceding the December faculty meeting, lots were drawn to determine which dean and which professor should hold over. The two deans retiring were Dean Sheldon and Dean Robbins; the two members not deans to retire were Professors Gilbert and Packard.

The Council adjourned.

E. L. Packard
Secretary.

Action of Faculty
Affecting Advisory
Council ---

41 A report was received from the Secretary of the Advisory Council stating that at the regular meeting of the council held November 7, it was determined by lot that Deans Sheldon and Robbins and Professors Gilbert and Packard should retire from office, Dean Hale and Professor Barnett holding over as members for the coming year. The faculty proceeded to the election of two deans and two faculty members not deans as members of the council with the result that the following were elected: Deans Robbins and Sheldon, Professors Packard and Gilbert.