

Drs. Miller and Hayes -- Health Service

To San Jose, Calif., to attend annual meeting of Pacific Coast Section of American Student Health Association. Travel expenses allowed will defray the expenses of both attending.  
Recommended.

Morse, W. L. -- Dean, School of Law

To Chicago to attend annual meeting of the Association of American Law Schools. Dean Morse as representative. Round-trip - \$117.50.

Dean Morse reported that in consideration of the facts that he attended the meeting of the Association of American Law schools last year and that there were little funds for out-of-state travel, he would not press his request for expenses to the meeting this year. He pointed out that circumstances might yet arise which would cause him to decide to attend the meeting but that in such case he would pay his expenses from gift funds. He further stated that he wanted it understood that when funds permit it was his opinion that the dean of the law school should attend such meetings regularly.

Onthank, K. W. -- Dean of Personnel Administration

Trip by Dean Onthank to attend annual meeting of American College Personnel Association and other national associations concerned with similar problems which meet concurrently. Expenses to New Orleans - \$140.00.

Recommended that this request be allowed to the extent that travel funds of the personnel offices were available to meet it.

Pallett, E. M. -- Registrar and Executive Secretary

Trip by Dr. Pallett to Chicago to attend either or both of the meetings of American Association of Collegiate Registrars and the North Central Association. Round-trip fare - \$142.50.  
Not recommended.

Shumaker, L. K. -- Head of English Bureau

Trip by Mr. Shumaker to Inland Empire Educational Association at Spokane, Washington. Expenses - \$25.00

Recommended that the amount be allowed from the travel budget of the English Department.

Professors Townsend, Wood, Howard

- (1) Townsend: to San Francisco for annual meeting of American Philosophical Association. Round-trip - \$30.00
- (2) Wood: to Chicago for meeting of American Economic Association, and also extend journey to Knoxville, Tennessee, to study the Tennessee Valley Project.
- (3) Howard: to Chicago for annual meeting of American Association of Law Schools. No details of cost.

Approved and recommended to the President in the order of merit corresponding to the placement of names above.

S. S. Smith -- English Department

Trip by Professor Smith to Richmond, Virginia, for meeting of Modern Language Association. Round-trip fare - \$176.00  
Not recommended.

Schwering, Hazel P. -- Dean of Women  
 To New Orleans for National Association of Deans of Women.  
 Round-trip to New Orleans - \$135.85.  
 Not recommended.

Washke, P. R. -- School of Physical Education  
 To New York City for meeting of American Physical Education Association.  
 Round-trip fare - \$160.00  
 Not recommended.

Meeting adjourned.

  
 R. W. Leighton, Secretary

MEETING OF THE ADVISORY COUNCIL  
 November 30, 1936

Faculty Club, Monday evening

Members present: Bovard, Burrell, Gilbert, Leighton, Morse, Smith

The meeting was called at the joint request of all of the newly elected members of the Council.

The meeting was opened with general discussion which was concerned with an analysis of the functions of the Advisory Council and with a statement of those functions.

The recent faculty legislation redefining the functions of the Council and enlarging the scope of those functions was interpreted as charging the Council with functions and responsibilities falling under two main categories, as follows:

First: As a body representing the faculty the Advisory Council is charged with the responsibility for keeping informed concerning the administrative policies of the University and of the Oregon State System of Higher Education, and, with developing a general policy for its own guidance in performing its functions.

Second: The Advisory Council is charged with the responsibility for conferring with and making recommendations to the President at his solicitation.

Further discussion pointed out and emphasized the fact that the first-named function could not be performed without frequent meetings, and that frequent meetings were equally necessary if the Council was to perform its second function intelligently.

It was moved, seconded, and passed that the Council elect a vice-chairman in order to facilitate more frequent meetings and organized

meeting procedure that should make possible the performance of the functions and duties of the Council. The motion was passed with full understanding of the fact that the election of a vice-chairman would have no bearing on the President's ex-officio chairmanship.

Dean Gilbert was nominated as Vice-Chairman and unanimously elected.

1. The functions and functioning of the sub-committees were taken up as the first item of business with the Vice-Chairman presiding.

In the case of the Budget Committee this discussion culminated in instructions to the Committee to inform themselves concerning the contents of the document known to administrative officers as the "Budget Summary". They were likewise instructed to study the "Analysis of Four-Year Operating Expenditures of the State Board of Higher Education". The above description is said to be practically the wording of the title of a report by the State Auditing Division of the Secretary of State's Office.

The secretary was instructed to ask the President to secure these documents for the Budget Committee's use.

The Council stated as a first principle for the Committee on Committees that it should concern itself with general committee policy and suggestions concerning the membership and the functions of existing committees. This sub-committee was advised to begin by making parallel lists--one of committees and their functions, one of members and their interests--and to make their findings from these lists the basis of their recommendations. The Committee was also advised to keep in mind the fact that the members of the Advisory Council who are now serving on committees are to be replaced by other appointments.

The secretary was instructed by a motion, which was seconded and passed, to call the President's attention to the fact that the Council had provided at the November 5th meeting for a Committee on Tenure and Promotion, and that the President has not as yet appointed that committee.

The following recommendations were made for the Sub-committee on Tenure and Promotion: That the committee make a comprehensive survey of existing conditions of tenure, salary, and promotion; that it survey departments for comparative status of tenure, salary schedule, and faculty rank; that it call deans in consultation and formulate basic principles for tenure and promotion of faculty members at the University. The interlocking nature of this Committee with the Budget Committee was pointed out.

It was moved, seconded, and passed that the policies of the sub-committees of the Advisory Council shall be stated and presented to the President.

2. The rearrangement of housing facilities pending removal of libraries was discussed. The need for better integration of the building space and function was pointed out; as an example, science courses are taught in Villard Hall and equipment and materials must be carried both ways from Condon to Villard for each class. It was decided that the disposition of the second floor of Condon Hall was the key and starting point for better integration of various educational functions and building space.

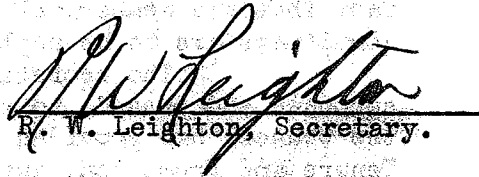
3. The problem of strengthening graduate work of the University was discussed at some length. The Council outlined the following suggested procedures for its development.

- a. Reestablishment of graduate assistantships.
- b. Reestablishment of the practice of visiting schools to recruit abler graduate students.
- c. Work toward the establishment of endowed fellowships.
- d. An increase in the number of graduate scholarships offered.
- e. Work out possibilities for coordinating N.Y.A. support with other means of support for graduate students.

4. Possible ways and means of developing and strengthening the science departments of the University were discussed at some length. It was finally decided to wait for an expression from the members of the science faculty before discussing any particular plan in detail.

5. Possible changes in lower division organization with respect to courses, to the advisory system, to group requirements and comprehensive examinations were taken up for some discussion, but it was decided that these matters were not primarily the concern of this Council. The broad policies of primarily administrative nature are looked upon as the center of interest of the Council. It was likewise pointed out that these matters are now in the hands of a committee of the Academic Council.

Meeting adjourned.

  
R. W. Leighton, Secretary.

MEETING OF THE ADVISORY COUNCIL

December 2, 1936

Faculty Room

Present: Boyer, Bovard, Gilbert, Leighton, Morse, Smith

The President called a short meeting of the Advisory Council after the regular faculty meeting. The President stated that some of the institutions were asking for larger amounts to support the needs of summer school programs and that there were some very pressing needs for more funds to support the summer school of the University.

After general discussion which took account of the shortage of funds for higher education and took account of the relative significance of the summer schools conducted at the various institutions, the following action was taken.

It was moved, seconded, and passed that the Council recommend the following position and procedure to the President: that the President should ask for financial support for summer school to the same amount asked by the Oregon State College, and, that any revisions he may make in budgeting for the coming summer school should attempt to maintain a parity between the summer school budgets of the two institutions.

Meeting adjourned.

*R. W. Leighton*  
R. W. Leighton, Secretary

MEETING OF THE ADVISORY COUNCIL

December 15, 1936

Meeting held at Faculty Club, 4:00 P.M.

Members present: Boyer, Bovard, Burrell, Gilbert, Leighton, Morse, Smith

The meeting was called to order by the Chairman, President Boyer.

1. The minutes of the previous meeting were approved without reading.
2. The Chairman reported that he was now ready to appoint members of the Committee on Tenure and Promotion, and he named the membership of that Committee in the following order: Bovard, Burrell, Smith.
3. Reports of Sub-committees

(a) Dean Morse as chairman of the Committee on Committees reported in detail considerable progress for that committee. His report in full is not given here because of its detailed nature.

Some discussion of the procedures and the policies of the Advisory Council in dealing as a Committee on Committees followed. The Council took pains to clarify its position in regard to certain points; namely, (1) The Council intends to study the present committee organization carefully during the current year before suggesting changes in organization and membership, for two reasons--(first) to become thoroughly acquainted with present conditions of organization and membership, and, (second) because it is the belief of the Council that the term of membership of committee members and of Council members should be concurrent; (2) In order to carry out this point of view it was decided and agreed upon by all members of the Council that the procedure in making recommendations concerning committee personnel should be as follows: the Advisory Council will study committee organization and committee membership during each year. At the close of the year, when the Advisory Council is retiring, it shall recommend changes in committee organization and changes in committee personnel to the incoming Advisory Council. This incoming Advisory Council shall then make recommendations concerning committee organization and committee personnel to the President.

(b) Dean Gilbert as chairman of the Budget Committee reported that he had been collecting necessary information concerning various matters; namely, information concerning the budgetary plans of the Chancellor, the probable attitude of state budget officers, the attitude of legislators, etc. Dean Gilbert further reported that the committee would gather more materials before acting formally and making a report.

(c) The Committee on Tenure and Promotion was created at this meeting. However, President Boyer reported certain matters which were of importance to the committee, as follows: He stated that the Chancellor's inter-institutional executive committee is making a study of promotion, tenure, and salary schedule, and that this committee has some materials now available for use. This material shows a proposed maximum-minimum salary scale for each faculty rank, and, some other details which have been developed. The President stated that he could furnish this material for the use of the Advisory Council committee, and advised the closest cooperation with the Chancellor's committee.

Dean Morse pointed out the importance of indefinite tenure as one of the elements of faculty rating. He expressed the opinion that its use as a mark of faculty rank and its privileges should be carefully guarded and that its meaning and status should be clearly defined. To this end he suggested that the committee make specific recommendations on indefinite tenure.

4. President Boyer informed the Council that he had a letter from Dr. George Williamson, who is now on leave teaching at Chicago University. Apparently Dr. Williamson stated that he would soon be forced to make a decision between two offers, one from Chicago and one from Cornell, but that he was interested in Oregon and would like to know what opportunity exists for him to return.

After discussion the following motion was offered by Dean Morse and passed: "I move we recommend that President Boyer attempt to hold Williamson by offering him a full professorship and a base salary of \$3500.00. This offer represents the maximum offer that can be made under present salary regulations and is subject, of course, to whatever modifications or changes may be made in the salary schedule of the Oregon State System of Higher Education."

5. Dean Morse presented the Jameson case for discussion, saying that he was doing so at the solicitation of several members of the faculty, and with the idea that it may be possible for the Advisory Council to strengthen the President's hand in dealing with the case. He brought out the fact that there is considerable disturbance over the matter among faculty members.

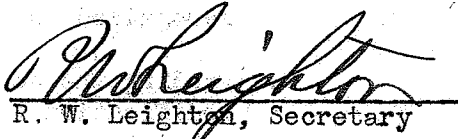
In answer, President Boyer said that nothing more could be done at present than has already been done. He said that final disposal of the case was possible as soon as all the parties could be brought together. He himself has been absent for some time. In addition to this, Mr. Sammons, the board representative in the matter, has been absent, the representative of the legion is absent, and Dale is absent at present. The President



thought these men should all be brought together quietly, without newspaper publicity if possible, and stated he was awaiting such an opportunity to get them together. He felt that if a meeting was forced under difficulties of attendance, undesirable newspaper publicity would result. He assured the Council that there was no intentional delay in the matter.

6. The reallocation of building space after the library is completed was brought up for further discussion. The following motion by Professor Smith was passed: "I move the Council recommend to President Boyer that Mr. Clifford Constance prepare now a plan for the optimum utilization of buildings, after the removal of the libraries to the new building."

Meeting adjourned.

  
R. W. Leighton, Secretary

MEETING OF THE ADVISORY COUNCIL

December 21, 1936

Office of the President, Monday at 2:00 P.M.

Present: Boyer, Bovard, Burrell, Gilbert, Leighton, Morse, Smith

The meeting was called by President Boyer.

President Boyer presented the roll of the General Faculty now in the hands of the State Board of Higher Education and showed how in its hurried preparation several names had been left out. The President asked if the Council approved the inclusion of the following names on the General Faculty rolls: W.G. Beattie, Chancellor F. M. Hunter, B.B. Barker, A.R. Sweetser, C.L. Constance.

In the discussion which followed it was pointed out that faculty membership was broadly defined in the original legislation establishing the University and that this definition vested in the president and teaching faculty certain jurisdiction over classroom procedures, discipline, subject-matter organization, and other matters. A complete statement of the range and nature of this jurisdiction cannot be made at the present time.

The ensuing discussion brought out pointed reference to the fact that J.O. Lindstrom of the Business Office and George Belknap, University editor, had been given faculty rating and that regular faculty members have expressed a great deal of disapproval of such procedure, a disapproval which is apparently shared by members of the Advisory Council. The point was made that this disapproval is in no way an expression of disapproval of the qualifications of the men concerned, but is disapproval of the extension of the voting privilege and the jurisdiction over the affairs, which are the province of the teaching faculty, to members of other divisions of the University not directly concerned with the

professional, the scholarly, the research, and the teaching functions of the University.

President Boyer pointed out that it is necessary to have faculty rating if one is to take advantage of the annuity plan now in force, and that for that reason the men in question had been given faculty rating. He stated that there is a ruling of the Oregon State Board of Higher Education permitting participation in the annuity plan only to those having faculty rating and indefinite tenure.

Action of the Council:

1. It was moved, seconded, and passed that the President be asked to appoint a sub-committee to study and clarify the voting privileges of the faculty as they are recognized in terms of faculty rankings.
2. Pending the action of that committee and subject to modification to meet the recommendation of that committee, the following recommendations were made concerning the specific cases about which the President had asked the Council's advice.

W. G. Beattie: It was pointed out that Professor Beattie still holds his original rank as a University of Oregon professor and it was recommended that that rank be recognized.

A. R. Sweetser: It was recommended that all retired faculty members should hold their faculty ranking and membership in the general faculty.

C. L. Constance: Inclusion of Mr. Constance's name as a member of the faculty in order to enable him to take advantage of the annuity plan was recommended. The members of the Council expressed a high appreciation of Mr. Constance's work and of his relationship to the faculty as registrar. It was pointed out that the registrar of an institution is primarily concerned with the problems of the general faculty even though other administrative officers were not so considered.

F. M. Hunter: It was recommended that his position as Professor of Education should automatically carry membership in the general faculty.

B. B. Barker: It was recommended that the original legislation vesting jurisdiction over certain University affairs in the president and professors be interpreted as automatically including the vice-president as a member of the general faculty.

Mrs. Gertrude Bass Warner: No objection was raised.

Meeting adjourned.

  
R. W. Leighton, Secretary