

MEETING OF THE ADVISORY COUNCIL

Friday, July 25, 1941

Present: Burrell, Clark, Gilbert, Morse, Taylor.

Absent: Moore, who was out of town.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meeting of June 11 were approved.

F The Council discussed with the President some of the problems connected with the retirement of Dean Stafford. A number of suggestions were made but it was decided to postpone definite recommendation until a later meeting.

F President Erb announced that Mr. George Godfrey had applied for a year's leave of absence without salary in order to enter government service. After consideration of various persons available to fill Mr. Godfrey's position during his absence, the Council recommended that Mr. Cecil Snyder be appointed if satisfactory arrangements can be made.

The Council adjourned at 4:15 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Tuesday, July 29, 1941

Present: Burrell, Clark, Gilbert, Taylor.

Absent: Moore, Morse, who were out of town.

The Advisory Council met at the President's Office at 3:00 p.m.

1. The Council recommended to the President that Miss Leona Tyler who is at present in St. Paul, Minnesota, be allowed the sum of \$14.50 toward traveling expenses from St. Paul to Evanston, Illinois, to attend the meetings of the American Psychological Association at Northwestern University where she is on the program. It was understood that this sum of money would be provided by funds in the travel budget of the Psychology Department.

4. The Council made the following recommendations to the President regarding the filling of the vacancy caused by the retirement of Dean Stafford. It was recommended that the position of dean should not be filled but that the functions performed by Dean Stafford should be divided as follows:

1. Dr. Adolf H. Kunz to be acting head of the Department of Chemistry.
2. That a committee, consisting of Dr. A. E. Caswell, Dr. Andrew Moursund, and Dr. Harry B. Yocom, be appointed to administer the affairs of the science departments and lower division services.
3. That Mr. Kenneth Shumaker be made chairman of the Lower Division Advisers. It was recommended that a small executive committee of the advisers be selected to advise with Mr. Shumaker.
4. It was recommended that the funds released by the retirement of Dean Stafford and the leave of absence of Dr. M. A. Starr be used in such a manner as to secure the best possible man in Chemistry and Physics, even if this might mean no increase in the salaries for present members of the faculty of those departments who would be given additional responsibilities under the arrangement indicated above.

B The Council discussed with the President a proposal, originating with Mr. McMorran and the Building Committee of the State Board, whereby the University would secure possession of the home of Mr. George McMorran, to be used as a President's house, leaving the present residence of the President for the Faculty Club, under a plan which would not involve the use of any State or University funds. The Council expressed its approval of this plan if it could be worked out in a satisfactory manner.

The Council adjourned at 5:00 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

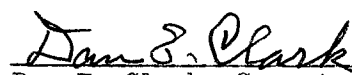
Monday, August 4, 1941

Present: Burrell, Clark, Gilbert, Taylor.

Absent: Moore, Morse, who were out of town.

The Advisory Council met at the President's office at 3:00 p.m., adjourned at 5:00 p.m., reconvened at 7:30 p.m. and adjourned at 10:00 p.m.

C The two sessions were devoted to consideration of appointments to faculty and administrative committees for the year 1941-42. In its capacity as a committee on committees the Advisory Council conferred with and made recommendations to the President regarding the personnel of these committees.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Thursday, August 7, 1941

Present: Burrell, Clark, Gilbert, Taylor.

Absent: Moore, Morse, who were out of town.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of July 25, 29, and August 4 were approved.

1 The President indicated that he had received a letter from Professor Leavitt O. Wright, making a number of suggestions in regard to University policy, and he read to the Council portions of the letter which had to do with the policy regarding new appointments. The Council discussed these suggestions at some length and expressed the opinion that the recommendations made by the Council at the meeting of March 1, 1939, and included in the minutes of that meeting, constitute a sufficient statement of the Council's attitude in regard to this matter.

C The Council completed its consultation with the President in regard to the appointment of faculty and administrative committees for the academic year of 1941-42.

The Council adjourned at 5:00 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Wednesday, August 27, 1941

Present: Burrell, Clark, Morse, Taylor.

Absent: Gilbert, Moore, who were out of town.

The Advisory Council met at 2:00 p.m. in the President's Office. The minutes of the meeting of August 7 were approved.

7. President Erb read to the Council the recommendations of the administrative committee on lower division and science departments signed by Professor A. E. Caswell, chairman of the committee. In the absence of Professor Caswell the committee was represented by Professor A. F. Moursund, who discussed the recommendations with the Council.

1. After much deliberation the Council voted to recommend to the President the following appointments, salary adjustments and other budgetary adjustments:

1. That Dr. E. Hobart Collins be appointed as instructor in physics at a salary of \$2,200 for one year during the leave of absence of Dr. Starr.
2. That provision be made for the appointment of two new members of the faculty of the department of chemistry to fill the vacancies occasioned by the retirement of Professor Stafford and Professor Shinn, and that a sum not to exceed \$5,200 be allocated to pay the salaries of the new appointees, whose rank and annual salary were to be determined in accordance with the needs of the departments and the qualifications of the appointees.
3. That the following salary increases be granted because in each case added duties will be entailed in the readjustments in the science departments, and because in one instance the increase was tentatively recommended at budget-making time:

Professor A. E. Caswell - Increase of \$100 in salary because of added duties as chairman of administrative committee.

Associate Professor A. F. Moursund - Increase of \$200 in salary, because of added duties as member of administrative committee, and because this increase was tentatively recommended last spring on account of duties as head of the mathematics department.

Associate Professor A. H. Kunz - Increase of \$200 in salary, because of added duties as acting head of the chemistry department.

Instructor C. H. Secoy - Increase of \$200 in salary, because of added instructional duties in the chemistry department.

4. That the Physical Science Survey budget be incorporated into the budget of the Physics department at the appropriate time.
5. That the requisition budget for the administrative office of the lower division and science departments be increased by such an amount as the President considers desirable after a study of needs.

The Council adjourned at 5:15 p.m.

Dan E. Clark

 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Monday, September 29, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse, who was out of town.

The Advisory Council met at 4:00 p.m. in the President's Office. The minutes of the meeting of August 27 were approved.

C The President read a letter from Professor John Stark evans in regard to lower division advising. Since the lower division advisory committee had been appointed for this year and had functioned during registration week, it was not considered advisable to make any changes at this time.

A The policy in regard to out-of-state travel in view of the absence of a general institutional fund was discussed at length. The Council voted to recommend to the President that the same policy and practice as in the past should prevail, even though money for out-of-state travel must come, if at all, from departmental funds.

The Council adjourned at 5:45 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Thursday, October 2, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse, who was out of town.

The Advisory Council met at 4:00 p.m. in the President's office.

B The President indicated that he had received requests for increases in the requisition budgets of various science departments, because of increased cost of materials and needs due to reorganization of the departments, such budget additions to be made out of funds released by the death of Dean Stafford. After discussion the Council recommended to the President the approval of these requests up to a total of \$600.

B Dean Gilbert presented a request for an additional half-time Graduate Assistant because of increased enrollment in the course in Background of Social Science. The Council voted to recommend the approval of this request.

S The Council spent considerable time in discussing the question of the restoration of full major work in science to the University curriculum. It was unanimously voted to record in the minutes once more the Council's firm belief that such restoration is imperatively needed in order that the University may perform its proper function and not lose its standing among the universities of the country. It was the opinion of the Council that permission to offer full-fledged major work in science should be given to the University immediately, and that such major work could most appropriately be included in the re-establishment of a liberal arts college, such as does not now exist in the Oregon State System of Higher Education. Dean Gilbert was delegated to present these views of the Council to Chancellor Hunter.

The Council adjourned at 5:30 p.m.

Dan E. Clark
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Friday, October 10, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse, who was out of town.

The Advisory Council met at 4:00 p.m. in the President's office. The minutes of the meetings of September 29 and October 2 were approved.

L The President read to the Council a letter from Mr. M. H. Douglass, setting forth the problems of the library occasioned by a shortage of help due to curtailment in the number of NYA and WPA assistants.

B The President reported that he had presented to the Chancellor requests for budget additions as recommended by the Council at its meeting of October 2, 1941, and that the Chancellor had indicated that any such additions would need to come from savings which might be made in other departments where there was a decrease in enrollment.

B In view of the fact that the School of Architecture and Allied Arts had found it impossible to fill one graduate assistantship for this year, the Council recommended that one-half of the salary of the graduate assistant be transferred from the budget of Architecture and Allied Arts to the budget of the Social Science Background course, to provide a half-time graduate assistant, much needed because of increased enrollment in the course. It was also recommended that the remaining one-half of the salary be transferred to the Wage budget of the School of Architecture and Allied Arts. The Council was of the opinion that these transfers, if made, should be for one year only and would not affect the number of graduate assistants to be assigned to the School of Architecture and Allied Arts for next year.

2 A letter from Mr. Kenneth Shumaker in regard to the lower division curriculum was read by the President and discussed briefly by the Council.

3 The President read a letter from Professor Warren D. Smith, proposing plans for a summer cruise to Mexico and a summer camp for scientific studies in eastern Oregon. The Council was of the opinion that proposals for new courses to be given in connection with these projects should go through the regular procedure for new courses and that any financial questions should be taken up with Dean Caldwell.

The Council adjourned at 5:00 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Thursday, October 23, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse, who was out of town.

The Advisory Council met at noon at the College Side Inn. The minutes of the meeting of October 10 were approved.

The President announced that Professor Leavitt O. Wright had asked to be relieved from service on certain committees on the advice of his physician. The Advisory Council recommended that this request be granted and that Professor P. B. Means be appointed to fill the vacancy on the Committee on Foreign Scholarships, and Professor Ray P. Bowen to fill the vacancy on the Committee on Teacher Education.

The Advisory Council recommended that approval be given to the following requests for out-of-state travel money with the understanding that these funds would come from the school or departmental budgets:

1. A request of the Dean of Arts and Letters that travel allowance be made for two men to attend and participate in the program of the American Philological Society, to be held at Stanford University in November - the round trip fare being \$32.50.
2. A request of Dr. Fred Miller that travel allowance be given to Dr. Marian Hayes to attend the meeting of the Student Health Association at Stanford University in November. Dr. Hayes is vice-president of the Association. The round trip fare is \$32.50.

3. The requests of the Dean of the School of Education:
 - a. That Fred L. Stetson be granted travel allowance to enable him to attend and appear on the program of the Northwest Association of Colleges and Preparatory Schools to be held at Salt Lake City during the Christmas holidays; the total amount to be allowed, \$49.20.
 - b. That two travel allowances be granted to members of the faculty of the School of Education to attend the meeting of the Department of Superintendents of the National Education Association at San Francisco in February. The round trip fare is \$31.70. It was understood that this money would be allowed only in case the President was satisfied that other needs of the School of Education for travel within the state would not suffer.
4. That the request of Dean Kratt for travel allowance of \$50 to assist in the cost of a trip to Chicago to attend the meeting of the Committee on Curricula of the National Association of Schools of Music, to be held in November. Dean Kratt is a member of this committee.

The Council adjourned at 1:15 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Monday, November 24, 1941

Present: Burrell, Clark, Gilbert, Moore, Morse, Taylor.

The Advisory Council met at 4:00 p.m. in the President's office. The minutes of the meeting of October 23 were approved.

The President indicated that it would be necessary for the Advisory Council to hold a considerable number of meetings before the Christmas holidays, since he had a number of administrative problems which he wished to talk over with the Council.

n The President presented a report in regard to the academic record of non-resident students in the University of Oregon, and the Council discussed with him the question of a change of policy with respect to the admission of non-resident students.

s The Council discussed with the President at considerable length the general policy to be followed with respect to the new courses requested by the University in order to implement the permission recently given by the State Board of Higher Education to the University to offer major work in six science fields. Although there was some difference of opinion with respect to specific courses, it was the majority of opinion of the Council that the University should seek permission to offer the courses which have been proposed by the six science departments and approved by the Committee on Courses.

The Council adjourned at 6:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Monday, December 1, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse, who was out of town.

The Advisory Council met at 4:00 p.m. in the President's office. The minutes of the meeting of November 24 were approved.

The President presented a communication from Professor Samuel H. Jameson, secretary of the Oregon chapter of the American Association of University Professors, enclosing a report adopted by that organization in regard to teaching load and the green sheets. The communication was referred to the special committee of the Advisory Council previously appointed, consisting of Professors Taylor and Burrell.

The Advisory Council recommended the approval of the following requests for out-of-state travel, with the understanding that the amounts indicated would come out of school or departmental budgets in each case:

1. Professor E. H. Moore, to appear on the program of the joint meeting of the Pacific Sociological Association and the Pacific Economic Association during the winter holidays in Los Angeles \$ 48.55
2. Dean Schwering, to attend the National Association of Deans of Women in San Francisco in February 31.70
3. Professor Franklin Walker, to appear on the program of the Modern Language Association in Indianapolis, December 29 to 30, Toward expenses 50.00

The Council withheld approval of requests from Dean Morse for money for out-of-state travel to attend the Association of American Law Schools, in Chicago, December 29-30; of Dean Schwering for out-of-state travel for one person to the Western Conference of Deans of Women in Salt Lake City; and of Dr. Earl M. Pallett, to appear on the program of the Council of Guidance and Personnel Officers in San Francisco in February.

President Erb indicated to the Council that many alumni and other citizens of Oregon had expressed their great enthusiasm because of the permission given to the University to give major work in science, and that some of them had indicated their willingness to assist in every way possible in securing private contributions to aid in providing necessary equipment.

The Council adjourned at 5:50 P.M.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Tuesday, December 2, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse, who was out of town.

The Advisory Council met at 4:00 p.m. in the President's office.

The President indicated that he wished to discuss with the Council the various possible plans of organization which would incorporate the major work in science into the curriculum and administrative setup of the University. After considerable discussion the Council expressed its opinion that the best plan would be to combine arts and letters, social sciences, and the natural sciences into one college. Having reached this agreement, the Council discussed with the President the most desirable name for such a college and unanimously recommended that the name "College of Liberal Arts" be adopted. In order to place this opinion before the faculty, the Council unanimously adopted the following resolution, and the secretary was instructed to present it to the faculty with a notice of motion for adoption at the January meeting of the faculty.

RESOLUTION


WHEREAS in state universities of the country the prevailing practice is to organize the work in literature and language, natural science, and social science into a single college variously designated as "Arts and Sciences," "Letters and Sciences," "Liberal Arts;" and

WHEREAS the President of the University of Oregon in seeking the restoration of natural science to a major basis stressed the necessity of a full "complement of undergraduate and graduate majors in liberal arts and sciences" to the end that the University should "have at its heart a complete college of liberal arts, including the sciences"; and

WHEREAS the Curricula Committee of the Board in approving the University's request denied any thought "of creating a School of Science at the University, the plan being rather to merge this work with the School of Liberal Arts",

NOW BE IT RESOLVED that it is the sense of the University Faculty that the organization of a single college of liberal arts with majors in the departments of arts and letters, natural sciences and social science and such other degree-granting curricula or options as the Faculty may prescribe, will best serve the interests of the University and the departments concerned.

The Council adjourned at 5:30 p.m.


Dan E. Clark, Secretary

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MEETING OF THE ADVISORY COUNCIL

Thursday, December 11, 1941

Present: Burrell, Clark, Gilbert, Moore, Taylor.

Absent: Morse (who was out of town).

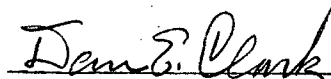
The Advisory Council met at 4:00 p.m. in the President's office. The minutes of the meetings of December 1st and 2nd were approved.

S Dean Boyer was present at the meeting at the request of the President and discussed with the Council the question of the desirability of combining the divisions of Speech and Drama under one administrative head. Dean Boyer presented information regarding the practice in other institutions and indicated some of the factors to be considered at the University of Oregon.

After considerable discussion the Council voted to recommend to the President that the divisions of Speech and Dramatic Arts be combined into a single division within the Department of English and that there should be a single divisional head or chairman. The possibility of creating a separate department was discussed, but was not recommended at the present time.

The Council recommended that Dean Karl W. Onthank be granted out-of-state travel funds to the extent of \$31.70 to attend and appear on the program of the meetings of the American Council of Guidance and Personnel Officers and Associated Organizations, to be held in San Francisco during the winter holidays. It was understood that there was sufficient funds in the budget of Dean Onthank's office to defray these expenses.

The Council adjourned at 5:50 p.m.



Dan E. Clark, Secretary