

7. In view of the fact that he had received an offer carrying a considerably larger salary the Council recommended that Associate Professor P. A. Killgallon be given an annual salary increase of \$200 and that he be raised to the rank of professor, effective February 1.

60 The Council spent some time in discussing a proposed building program for the University and a proposed memorial volume in memory of President Erb.

The Council adjourned at 5:00 p.m.

  
 Dan E. Clark, Secretary

#### MEETING OF THE ADVISORY COUNCIL

Monday, January 17, 1944

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

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

1 The members of the Library Committee sat with the Council and about two hours were spent in discussion of the various individuals who had been recommended as possible candidates for the position of University Librarian. Acting President Hollis and others presented new information in regard to a number of these persons.

The Council adjourned at 6:00 p.m.

  
 Dan E. Clark, Secretary

#### MEETING OF THE ADVISORY COUNCIL


Friday, January 28, 1944

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

The Council met at 4:00 p.m. in the Chancellor's Office.

P Chancellor Hunter reviewed the circumstances connected with the appointment of Orlando J. Hollis as acting president of the University. He then indicated that he proposed to follow substantially the same procedure in the search for a permanent president that was followed preceding the appointment of Dr. Donald M. Erb. He indicated that he would wish to consult frequently with the Advisory Council and with other members of the faculty.

The Council adjourned at 5:00 p.m.

  
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Monday, January 31, 1944

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

The Council met at 4:00 p.m. in the President's office. The minutes of the meetings of January 11 and 17 were approved.

a It was agreed that hereafter the Council would hold regular weekly meetings on Thursdays at 3:00 p.m.

L President Hollis read a communication from Mr. Willis Warren, acting librarian, in regard to the wage rate for the library. After some discussion the Council recommended that an increase in the rate of wages from 40¢ to 45 and 50¢ an hour be approved. It was understood that any budget increases which might be necessitated by this increase would be considered on their merits when the need arises.

L A communication from Professor Pierre Van Rysselberghe, president of the Oregon Chapter of Sigma Xi and of the Science Planning Committee, was read. This communication dealt with the return to the University of the science periodicals which were transferred to the Oregon State College Library in 1932-33. President Hollis stated that he had already discussed this problem with Chancellor Hunter and that he had been assured that the matter was not considered a closed issue. The Chancellor had stated that he would initiate a series of conferences looking to a satisfactory adjustment of the matter.

e The Council spent some time in discussing the contents of the memorial book to be issued in memory of Dr. Erb.

The Council adjourned at 6:00 p.m.

  
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Dan E. Clark, Secretary

## MEETING OF THE ADVISORY COUNCIL

Thursday, February 10, 1944

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

Absent: Burrell, who was out of town.

a The Council met at 3:00 p.m. in the President's office. At this meeting of the Council Mr. E. H. Moore took his seat as a member of the Council, following his election at the February meeting of the faculty to fill the vacancy occasioned by the resignation of President Orlando John Hollis.

The minutes of the meetings of January 28 and 31 were approved.

m The Council spent more than an hour in discussing various problems connected with the School of Music.

B President Hollis presented a statement of the general factors affecting the making of the University budget for the fiscal year, 1944-45. After some discussion of procedure to be followed, a partial schedule of Council meetings was outlined, at which time deans and heads of divisions and services would appear before the Council and the President to present their budget requests.

L There was some discussion of questions connected with the University Library. One of these had to do with the selection of a person to take the place of Mr. Willis Warren, when and if he is called into military service. President Hollis indicated that he had canvassed the matter with Mr. Warren and it seemed to him that the best solution, at least temporarily, would be to appoint Miss Clarice Krieg as acting librarian from the time of Mr. Warren's departure until July 1. The Council expressed the opinion that this would be a desirable arrangement.

L The Council also discussed at some length the disposition of the special grant of \$10,000 to the University Library for the purchase of books for advanced work in certain fields.

The Council adjourned at 6:00 p.m.

  
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Wednesday, February 16, 1944

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

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meeting of February 10 were approved.

B This was the first of the series of meetings at which the deans and heads of the various services were scheduled to present their proposed budgets for the year 1944-45. The Council agreed that the secretary should follow the practice of previous years and record in the minutes meeting by meeting only a statement indicating which budgets were under discussion and the Council's recommendations regarding any other matters not affecting budgets. The definite recommendations of the Council would be tabulated all in one place after all the budgets had been presented and the Council had opportunity to review them.

Dr. Earl M. Pallett and Mr. Clifford Constance appeared before the Council and discussed the proposed budget of the Registrar's Office.

Mr. J. Orville Lindstrom and Mr. D. L. Lewis presented the numerous budgets providing for the operation of the various services grouped under the general heading of the Physical Plant.

Mr. Lindstrom presented the budget of the Business Office.

Mr. Willis Warren appeared before the Council and discussed the proposed budgets of the University Library and the Law Library.

The Council adjourned at 5:50 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, February 17, 1944

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

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

B Mr. George Turnbull appeared before the Council and discussed the budget and problems of the University News Bureau.

Dean Karl W. Onthank presented the budgets for commencement and convocations including University lectures; housing and employment, and the offices of the Dean of Personnel Administration, Dean of Men and Dean of Women.

B Dean J. R. Jewell presented the budgets of the School of Education, the Training School, the teacher placement service, and the bureau of educational research. He indicated that the addition of \$566 to the salary budget of the Training School would make possible a 50-50 arrangement between the Training School and the Eugene School Board in the payment of salaries in the Training School.

7 Dean Jewell also presented to the Council the desirability of making Dr. Henry Stevens a member of the faculty of the School of Education in order that he might more effectively direct the work of graduate students in the Portland Extension Center.

The Council adjourned at 6:00 p.m.

  
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Monday, February 21, 1944

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

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

a President Hollis communicated to the Council a suggestion by Professor L. S. Cressman that the Council, through one of its members, give notice of a motion at the next faculty meeting, providing that hereafter the Council shall elect its chairman. After some discussion, it was the opinion of the Council that such a motion should originate outside the membership of the Council, and the secretary was instructed to notify Professor Cressman.

m President Hollis requested the opinion of the Council in regard to the policy of granting a blanket exemption from military training in the R.O.T.C. to those students who are classified 4D (ministers and theological students). The Council recommended that blanket exemption be not given, but that cases be decided on an individual basis.

7 After discussion, the Council recommended that it be the policy of the University to drop from the payroll at the end of the academic or fiscal year, as seems best in individual cases, those retired members of the staff who are on annuities and/or part-time pay, but who are no longer able to render any service to the University.

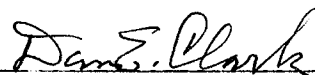
B The Council spent the remainder of the afternoon in reviewing budgets previously presented by deans and heads of services. Going rate budgets were approved and tentative recommendations were made in regard to requests for salary increases. These recommendations will be recorded in tabulated form in the minutes of a later meeting, when these requests can be re-surveyed in the light of the total amount of money made available for salary increases.

X The Council recommended the approval of a request by Mr. Willis Warren that Miss Clarice Krieg, Catalogue Librarian, be placed on indefinite tenure.

X The Council recommended the granting of Dean Jewell's request that Dr. Henry Stevens be added to the faculty of the School of Education on yearly appointment as Associate Professor, without salary unless money can be transferred to the budget of the School of Education from the budget of the General Extension Division.

X The Council also recommended the approval of Dean Jewell's request that special funds to the extent of \$566 be sought from the State Board of Higher Education to provide cost-of-living salary increases for members of the staff of the Training School, provided a satisfactory 50-50 salary arrangement can be made with the Eugene School Board.

The Council adjourned at 5:40 p.m.

  
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
 Wednesday, February 23, 1944

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

The Advisory Council met at 7:30 p.m. in the President's office.

Because of the illness of Dean Lawrence, Professor Eyler Brown appeared before the Council and presented the budget of the School of Architecture and Allied Arts.

B Dean Victor P. Morris presented the budgets of the School of Business Administration and the Bureau of Business Research.

Dean Theodore Kratt presented the budget of the School of Music which contained no changes except those necessitated by the probable readjustment of the time of Professors Elston and Stehn in case the military program should no longer claim any of their time. Dean Kratt also spent some time in discussing with the Council various problems connected with the operation of the School of Music.

The Council adjourned at 11:15 p.m.

  
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, February 24, 1944

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

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

Dean Eric W. Allen presented the budget of the School of Journalism. There were no changes requested in the budget, but Dean Allen discussed with the Council the uncertainties occasioned by the continued leave of absence of Professor Charles M. Hulten.

*B* Professor Luther S. Cressman presented the budget of the Museum of Natural History.

Dean Ralph W. Leighton presented the budget of the School of Physical Education. He mentioned the fact that there were a number of uncertainties due to leaves of absence and the draft status of some of the members of the faculty of the school.

*S* Dean Leighton presented a request for sabbatical leave for himself for the fall term, 1944-45, to enable him to visit other schools and study developments in the field of Physical Education. He indicated that if his request is granted he will ask that Professor Hoyman be made acting dean during his absence.

*B* Dean James H. Gilbert presented the budgets of a portion of the departments in the College of Liberal Arts.

*A.  
C* Dean Gilbert stated that he had received a letter from Professor Caswell requesting an increase of \$200 in his base salary in order that his salary at Massachusetts Institute of Technology, where he is serving on leave of absence, could be increased. The Council recommended that Professor Caswell be informed of the University policy not to propose salary increases while members of the faculty are on leave of absence.

*g* The Council recommended the approval of a request that the title of the Department of Germanic Languages and Literatures be changed to the Department of Germanic Languages.

The Council adjourned at 6:00 p.m.

*Dan E. Clark*  
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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Friday, February 25, 1944

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

The Advisory Council met at 1:00 p.m. in the President's office.

3 The meeting was entirely devoted to the presentation by Dean James H. Gilbert of the remaining budgets of the various departments of the College of Liberal Arts.

7 The Council recommended that sick leave be granted Professor E. E. DeCou until October 1.

The Council adjourned at 4:45 p.m.

Dan E. Clark  
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, March 2, 1944

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

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

3 The Council proceeded with their review of the budgets presented since the meeting of February 21, recommending approval of going rate budgets and making tentative recommendations in regard to salary increases.

7 The Council requested that further information be secured before making a recommendation in regard to the request of Dean Victor P. Morris that Professor E. G. Daniel be placed on indefinite tenure.

7 The Council recommended that the President secure a more complete statement from Dean Leighton in regard to his sabbatical leave in order that there would be a better basis for a recommendation in regard to this request.

7 The Council recommended approval of Dean Leighton's request that Professor E. R. Knollin be placed on indefinite tenure.

7 The Council recommended that the request of Professor Townsend that Professor C. J. Sullivan be placed on indefinite tenure, be not granted.

The Council adjourned at 6:15 p.m.

Dan E. Clark  
Dan E. Clark, Secretary



MEETING OF THE ADVISORY COUNCIL  
Monday, March 6, 1944

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

Absent: Gilbert, who was ill.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of February 16 and 17 were approved.

R  
Chancellor Hunter was present at the meeting of the Council to discuss a long preliminary list of persons who are under consideration for the presidency of the University. President Hollis stated that he had indicated to the Chancellor his desire to be absent from the meetings of the Council when search for a permanent president had reached the stage where there would be definite discussion of individuals who were being considered for the position. Chancellor Hunter stated that at this time his only purpose was to present a list of those persons who had been recommended to him. He made a brief comment in regard to each of the individuals on his list and asked the Council for further suggestions. He stated that it was his plan to secure much more detailed information in regard to all the persons on the list, and that he would seek further meetings with the Council as soon as he had additional information.

X  
The Council recommended that Professor George Turnbull be made acting dean of Journalism, with no increase in salary, to take the place of the late Dean Eric W. Allen. President Hollis announced the tentative plans for a memorial service for Dean Allen.

B  
The following budgets, which had not previously been presented to the Council, were briefly discussed. There was no change in the total amounts of any of these budgets: Military Science, Bureau of Personnel Research, Eugene Summer Sessions, Historical Research, School of Law, and Graduate Division.

The Council adjourned at 5:55 p.m.

  
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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Wednesday, March 22, 1944

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

Absent: Moll, who was out of town.

The Advisory Council met at 4:00 p.m. in the President's office. The minutes of the meetings from February 21 to March 6, inclusive, were approved.

4 President Hollis stated that he had conferred with Dean Morris in regard to the latter's request that Professor E. G. Daniel be placed on indefinite tenure. After some discussion the Council recommended that this request be postponed for consideration next year.

4 The Council discussed a recommendation for a salary increase and advance in rank for a member of the School of Architecture and Allied Arts. The recommendation of the Council will appear later in the tabulated report of the recommendations of the Council.

4 President Hollis stated that he had conferred with Professor Townsend in regard to the latter's request that Professor C. J. Sullivan, Jr., be placed on indefinite tenure. After some discussion the Council reaffirmed its recommendation recorded in the minutes of the meeting of March 2, that this request be not granted at this time.

4 The Council recommended that Mrs. Helen L. Soehren be appointed as half-time instructor in English, beginning October 1 at a base rate of \$900.00.

4 The Council recommended approval of the request made by Dean Gilbert and Professor Kunz that Professor Pierre Van Rysselberghe be placed on indefinite tenure.

4 The Council discussed requests made by Mr. Willis Warren for salary increases in the library staff.

4 The Council recommended approval of the request of Acting Dean George Turnbull that Mr. William M. Tugman be appointed as special lecturer in Journalism for the remainder of the present academic year at a compensation of \$100.00.

4 The Council recommended the appointment of Professor R. R. Huestis as acting head of the Department of Biology during the absence of Professor Yocom on sick leave.

4 The Council recommended that sick leave for the remainder of the present academic year be granted to Dr. C. V. Boyer, and that Professor E. G. Moll be appointed as acting head of the English Department, without increase in salary, during the absence of Dr. Boyer.

C The Council made recommendations to President Hollis regarding an appointment to the Committee on Courses to fill the vacancy caused by the resignation of Mr. Hollis as a member of that committee. It was the opinion of the Council that there was no necessity to fill the vacancy on the Library Committee caused by the death of Dean Allen.

7 Dean Gilbert presented requests for salary increases in the Departments of Germanic Languages and Romance Languages.

The Council adjourned at 6:30 p.m.

  
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
 Thursday, March 30, 1944

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

The Council met at 3:00 p.m. in the President's office.

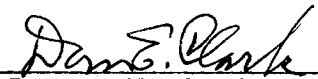
X K Dean Gilbert made a report in regard to an investigation which he had made concerning the teaching qualifications of Professor E. P. Kremer displayed during the first two terms of the present academic year. After some discussion the Council unanimously approved the following statement:

The Council is of the opinion that the evidence presented to it indicates that Professor Kremer has largely removed the causes for complaint indicated in the minutes of the Council at its meeting of June 18, 1943, and that no change in his status is justified in the light of present findings.

A The Council recommended that in view of probable enrollment next year not more than three graduate assistantships should be allotted to the Department of Chemistry.

B The Council recommended the approval of a number of changes in the budget of the Department of Mathematics, submitted by Professor Moursund, reducing the total amount allowable by \$415.82.

The Council adjourned at 4:25 p.m.

  
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, April 6, 1944

Present: Burrell, Clark, Gilbert, Taylor.

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

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

B After considerable discussion the Council recommended that President Hollis present to the Chancellor a request for additional funds to make possible the addition of a consultant in city planning to the staff of the Bureau of Municipal Research at an annual salary of \$3,600; also the addition of \$300 to the Travel budget of the Bureau.

C The Council made recommendations to the President regarding the personnel of a special committee to be appointed in accordance with the faculty action to investigate procedures in advising and registering of students and the scheduling of courses.

The Council adjourned at 4:20 p.m.

  
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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, April 13, 1944

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

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings from March 22 to April 6, inclusive, were approved.

a The Council elected Mr. O. K. Burrell as its chairman, thus putting into effect recent faculty legislation. It was agreed that regular meetings of the Council would continue to be held each week on Thursdays at 3:00 p.m. in the President's Office. The President was requested to have his secretary notify the members of the Council at other times whenever he had matters which he wished to discuss with the Council.

f. The Council reviewed and confirmed its tentative recommendations in regard to salary increases and changes in rank made during the consideration of budget requests for 1944-45. These recommendations are attached hereto and are a part of the minutes of this meeting.

T The Council recommended approval of a request of Mr. Earl M. Pallett for out-of-state travel funds to enable him to attend a meeting of the American Association of Collegiate Registrars at Chicago, at which time credit for work in army courses would be discussed.

S. 7. The Council recommended the granting of the request of Dean Ralph W. Leighton for sabbatical leave during the fall term of the academic year 1944-45.

C It was recommended that the name of the Committee on Rehabilitation Education be changed to Veterans' Educational Service Committee.

The Council adjourned at 4:30 p.m.

  
 Dan E. Clark, Secretary

SALARY INCREASES AND CHANGES IN RANK  
 1944-45

A. The following statement indicates the increases in salary and changes in rank recommended by the Advisory Council for the year 1944-45. Recommendations of the Council with regard to requests for indefinite tenure are indicated in the minutes of the various meetings of the Council. The requests presented to the Council by the various deans and heads of departments and services were given consideration and tentative recommendations were made following their presentation. These tentative recommendations were reviewed and confirmed at a meeting on April 13, and are as follows:

	<u>Increase Requested</u>	<u>Increase Recommended</u>
Registrar's Office		
Violet Runte	\$100.00	\$100.00
Business Office		
Clifford Stalsberg	200.00	200.00
(Change of title to Cashier and Office Manager recommended)		
University Library		
Bernice Rise	100.00	100.00
Rosalie Pielemeier	150.00	150.00
Mrs. Betty Mae Stamm	96.00	96.00
Mrs. Elaine Holmes Miller	144.00	144.00
Law Library		
Mrs. Lois Baker	37.50	37.50
Central Library Staff, Corvallis - (University share is one-half)		
Mrs. Myrtle A. Bosworth	65.00	65.00
Mrs. Elsie V. Herbert	50.00	--
Training School		
Staff	566.00	566.00
(This increase was requested in order to make possible an arrangement whereby salaries in the Training School would be shared equally by the University and the Eugene School Board.)		

	<u>Increase Requested</u>	<u>Increase Recommended</u>
Architecture and Allied Arts		
Wallace S. Hayden	200.00	200.00
(Advancement to rank of Associate Professor recommended)		
Mrs. Mabel A. Houck	248.09	248.09
Business Administration		
Wesley C. Ballaine	200.00	200.00
(Advancement to rank of Associate Professor recommended)		
Biology		
Arnold L. Soderwall	200.00	200.00
Classics		
Frederick M. Combellack	264.00	--
Edna Landros	230.00	--
Economics		
Calvin Crumbaker	200.00	200.00
English		
Frank G. Black	200.00	Vote of Council 3 to 3
Hoyt C. Franchere	150.00	150.00
Walfred A. Dahlberg	200.00	--
Kenneth S. Wood	200.00	200.00
Germanic Languages		
Astrid Williams	200.00	200.00
History		
Andrew Fish	100.00	Vote of Council 3 to 3
John T. Ganoe	200.00	Vote of Council 3 to 3
(Advancement to rank of Professor. Vote of Council 3 to 3)		
Quirinus Breen	100.00	100.00
(Advancement to rank of Associate Professor recommended)		
Mathematics		
Thurman S. Peterson	400.00	400.00
(Advancement to rank of Associate Professor recommended)		
Charles R. Bubb	100.00	--
(Advancement to rank of Assistant Professor not recommended because prospects for enrollment did not seem to justify retention of Mr. Bubb on half-time as requested.)		
Philosophy		
C. J. Sullivan	100.00	100.00
Psychology		
Leona Tyler	200.00	200.00
Romance Languages		
Carl L. Johnson	200.00	200.00

	<u>Increase Requested</u>	<u>Increase Recommended</u>
Sociology Lawrence S. Bee	200.00	200.00
Municipal Research Bureau Dorothy Rowland	300.00	300.00

MEETING OF THE ADVISORY COUNCIL

Thursday, April 20, 1944

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

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

Chairman Burrell distributed to the members for their consideration the annual report which he would present to the faculty at its May meeting. Approval of this report was postponed until the next meeting of the Council.

W The question of the desirability of seeking state funds for the purchase of the Nash Collection, if it is still available, was discussed. It was the opinion of the Council that the University would not be justified in asking that state funds be used for this purpose.

C At the request of the President the Council offered him suggestions in regard to the membership of a committee on the Arthur P. Pratt Scholarship, to be awarded to a graduating senior of the University of Oregon for postgraduate study.

The Council adjourned at 4:30 p.m.

  
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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, April 27, 1944

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

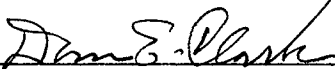
The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of April 13 and 20 were approved.

R The Council approved the annual report prepared by Chairman Burrell for presentation to the faculty at the next meeting.

J L After some discussion the Council recommended to the President that a representative of the University be sent to a conference on the functions of the Liberal Arts College, to be held at the University of Montana on May 19.

J The Council recommended the granting of out-of-state travel funds to Professor Bertram E. Jessup to enable him to attend a meeting of the American Society for Aesthetics in San Francisco, May 13 and 14, and present a paper.

The Council adjourned at 4:15 p.m.

  
Dan E. Clark, Secretary

REPORT OF THE ADVISORY COUNCIL TO THE UNIVERSITY OF OREGON  
FACULTY, WEDNESDAY, MAY 3, 1944

By O. K. Burrell

R Annual reports of the Advisory Council have usually included a summary of the activities of the Council during the year and a brief statement of the history and functions of the Council. The summary of the year's activities has been arranged usually according to the three principal responsibilities of the Council, as follows:

Committee on Committees  
Committee on Tenure and Promotion  
Committee on the Budget

It would appear to be unnecessary to review the history and functions of the Council every year and, in view of recent discussion in connection with faculty action concerning the chairmanship of the Council, it is believed desirable to omit this review for the present report.

As in previous years, we have had an opportunity to examine the budgets of the various schools and divisions and to hear the dean or other officer explain and defend his budget proposals. These hearings have been completed and our recommendations to the President have been made. Our recommendations



on tenure and promotion are necessarily a part of the recommendations on the budget. We have, as usual, made recommendations in connection with the appointment of faculty committees.

The general attitude and policy of the Council on budget recommendations and recommendations on tenure and promotion have remained approximately unchanged. These have been fully set forth in previous reports. During the year we have made recommendations for salary increases aggregating \$5026 per year. Only about ten per cent of these, or \$500, have been prompted by the competition of outside offers. The Council has adhered to the policy of refusing to recommend salary increases to meet the competition of Government employment or temporary or duration employment in war industry.

Late in December after the untimely death of Dr. Erb, the Chancellor asked the Council to make recommendations to him concerning the interim leadership of the University. The recommendations, which were unanimous, with Mr. Hollis not participating, were accepted by the Chancellor and the Board. The Chancellor also requested that the Council participate as a representative of the faculty in the canvass looking toward the selection of a permanent president of the University. Since this was beyond the scope of our delegated responsibilities, the facts were reported to the faculty and at the February meeting the Council was authorized to act for the faculty in this connection.

It is not possible at this time to make a definite progress report. We can only report that some preliminary work has been done and that a list of names is being assembled from which a recommendation may be made. Members of the faculty are invited to submit names with such relevant information as seems appropriate.

It seems to the Council that it is appropriate to set forth at this time what it believes to be the general principles that should underlie the relationship of the Faculty Advisory Council to the Administration. After all, faculty participation in University administration is rare among American universities and, if it is to be successful, it must rest upon defensible principles. It would seem desirable for the Council and the faculty to occasionally re-examine these fundamental premises to the end that our system of democratic representation shall be as effective as possible in promoting sound faculty-administration relations and developing an enlightened program of higher education. The Council submits the following as a brief tentative statement of principles.

1. That a university cannot be successfully administered by a committee. A successful university administration requires an executive who makes decisions after a careful weighing of evidence and opinion, and who is willing to accept the responsibility of decision.
2. That a faculty council advisory to the president, and responsible to the faculty can make a valuable contribution to university administration by means of a presentation of varied points of view and opinion which a responsible executive may utilize in arriving at a decision.

3. That the relations between the faculty council and the executive should be informal rather than formal. There is no magic about a majority vote of the council. The executive needs to know the analyses and reasoning that lie back of the views of individual members of the council as much as he needs to know the result of balloting. It is, therefore, desirable that council discussion and debate should take place in the presence of the executive.
4. That an advisory council that is based upon representation of various interests, however legitimate, within the faculty cannot be as effective as a council representative of the whole faculty.
5. If the advantages of faculty representation in administration are to be fully realized, it is necessary that the faculties of major schools and departments should be consulted in matters of policy. This does not mean that the affairs of the schools and departments should be conducted on the basis of "town meeting democracy" or a show of hands. The dean or department head should be responsible for final decision just as the president is responsible for decision on matters relating to university policy. Neither does it mean that departmental and school advisory councils should be established. Neither does it mean that such faculty participation should necessarily be accomplished through formal meetings of minor faculties. It does mean that the faculties of the various schools and departments should be informed in matters that relate to general policy and administration, including major appointments, and that their recommendation and advice should be taken into consideration in arriving at a decision.
6. That the recommendations of the council should be realistic rather than idealistic. This is to say that recommendations should take into account the resources that are actually available to the University and not the resources that we might wish were available.

The attention of the faculty is again called to the fact that by faculty legislation the minutes of the Advisory Council are open for the inspection of any member of the faculty and may be found in the President's office.

Respectfully submitted,

*OK Burrell*

O. K. Burrell, Chairman

MEETING OF THE ADVISORY COUNCIL  
Thursday, May 4, 1944

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

Absent: Taylor.

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

President Hollis asked the advice of the Council in regard to the desirability of naming the proposed Student Union Building in memory of the late President Erb. After some discussion it was the unanimous opinion of the Council that the building should be called the Erb Memorial Union Building.

The Council discussed with the President the proposal to reestablish the Portland School of Social Work under the auspices of the University. After considerable discussion it was the opinion of the majority of the Council that the school should be reestablished, and that it should be opened not later than next fall if at all possible.

A request for funds with which to conduct a conference on the campus devoted to the subject of religion and world politics was considered. On the basis of data presented the Council was of the opinion that it would not be advisable to seek state funds for this purpose.

The Council adjourned at 4:20 p.m.

  
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, May 11, 1944

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

Absent: Burrell, who was out of town.

The Advisory Council met at 3:00 p.m. in the President's Office. The minutes of the meetings of April 27 and May 4 were approved.

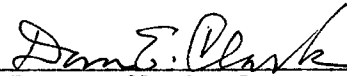
After some discussion the Council recommended that a representative of the University be sent to a conference on the Humanities to be held at Stanford University in August.

The Council recommended the granting of a request of the Veterans' Educational Service Committee for travel funds up to \$400 to permit Dr. Killgallon to visit veteran hospitals and other educational institutions to secure information

regarding the probable educational needs and desires of ex-service men. It was recommended that the money be budgeted through the office of the Dean of Personnel. The Council also recommended that Dr. Killgallon's title be changed from secretary to director of the Veteran's Educational Service.

President Hollis read a letter from Dr. R. E. Cushman, together with a proposal from the committee on Religious and Spiritual Activities, for the launching of a campaign to secure gifts with which to build a chapel on the University campus and to endow a lectureship in the history and philosophy of religion and provide library facilities in these fields. After some discussion the majority of the Council expressed the opinion that the launching of such a campaign would be inadvisable.

The Council adjourned at 4:45 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Thursday, May 18, 1944


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

Absent: Moll, 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 May 11 were approved.

President Hollis made a report to the Council in regard to the last meeting of the State Board of Higher Education with respect to such matters as the University budget and building program. There was some discussion but there was nothing upon which the advice or recommendation of the Council was needed or desired.

The Council adjourned at 4:00 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, May 25, 1944

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

Absent: Taylor, whose other duties prevented his attendance.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meeting of May 18 were approved.

B President Hollis reported plans for the completion of the large lecture room in Fenton Hall. The Council was of the opinion that these plans should be carried out at the earliest opportunity.

R President Hollis presented a communication from the chairman of the Committee on Religious and Spiritual Activities relative to the committee's request for state funds with which to help finance a conference on "Religion and World Politics". After thorough consideration, the Council saw no reason to change its opinion recorded in the minutes of the meeting of May 4.

C The Council made recommendation to the President regarding the personnel of a sub-committee of the Library Committee to advise the acting librarian in making departmental allotments of library funds for the year 1944-45.

The Council adjourned at 4:30 p.m.



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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, June 1, 1944

Present: Burrell, Clark, Gilbert, Moll, Moore

Absent: Taylor, whose other duties prevented his attendance.

The Advisory Council met at 3:00 p.m. in the President's Office. The minutes of the meeting of May 25 were approved.

X. President Hollis read a communication from Mr. John C. McCloskey stating that he had received an attractive offer from another institution, and asking what he might expect in the way of advancement if he remains at the University of Oregon. After considerable discussion the Council was of the opinion that, while Mr. McCloskey was regarded as a successful teacher, it would not be possible to make any definite promises regarding advancement at this time.

The Council adjourned at 4:20 p.m.

  
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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Thursday, June 8, 1944

Present: Burrell, Clark, Gilbert, Moore.

Absent: Moll, Taylor.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meeting of June 1 were approved.

4. President Hollis asked for an informal discussion of requests for salary increases in the English department. Because of the absence of Mr. Moll no definite recommendations were made.

1. The Council recommended the granting of travel funds to enable Dean Onthank to attend the Summer Institute on Personnel Work to be held at the University of California at Los Angeles, July 24-28. Dean Onthank is chairman of the academic committee of the Institute, and has been asked to lead a discussion group.

The Council adjourned at 4:00 p.m.

  
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Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Saturday, June 10, 1944

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

The Advisory Council met at 7:30 p.m. in Dean Gilbert's office. The purpose of the meeting was to discuss twenty-seven nominees for the presidency of the University, whose records and qualifications had previously been submitted to the members of the Council by Chancellor Hunter for their consideration. Chancellor Hunter had requested that the Council select out of this list a number of men whom, in their opinion, it would be desirable to bring to the University for personal conferences.

P After a lengthy discussion the Council agreed on a preferred list of four names and indicated two others, who, in their opinion, deserved careful consideration. The secretary was instructed to transmit these recommendations to Chancellor Hunter.

The Council adjourned at 10:00 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
Wednesday, June 21, 1944

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

Absent: Gilbert.

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

7 President Hollis stated that Mrs. Ella P. Junker, Instructor in Home Economics, had resigned. He asked the advice of the Council in regard to the appointment of Miss Frances Van Voorhis to fill the vacancy, at a base salary of \$1,800, plus the \$270 "cost of living" increase. After a discussion of Miss Van Voorhis' qualifications the Council expressed the opinion that the appointment should be made if, after further investigation, President Hollis was convinced that it was advisable.


7 President Hollis presented the following three requests for salary increases in the English department, which had been made by Mr. Moll, acting head of the department, and transmitted through Dean Gilbert. The advice of the members of the Council was requested by President Hollis.

Frank G. Black, Assistant Professor of English. Request for increase in base salary from \$2,800 to \$3,150, and advancement to rank of associate professor. Professor Black had received an attractive offer from another institution. A majority of the members of the Council recommended that an increase of \$200 per year (\$2,800 to \$3,000) be given Professor Black, and that he be advanced to the rank of associate professor.

John C. McCloskey, Assistant Professor of English. Request for an increase in base salary, without indication of specific amount. Mr. McCloskey had received an attractive offer from another institution. A majority of the members of the Council recommended that no increase in salary be sought at this time. The Council reaffirmed its attitude indicated in the minutes of the meeting of June 1.

Bertram E. Jessup, Assistant Professor of English and Aesthetics. Request for increase in base salary from \$2,400 to \$2,600. The request was based on merit. The Council members were of the opinion that a salary increase was well deserved, but were doubtful regarding the desirability of recommending salary increases except at the time of budget-making, except under unusual circumstances, and unless in a given case the President should find it advisable.

The Council adjourned at 5:30 p.m.

  
 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL  
 Tuesday, June 27, 1944

Present: Burrell, Clark, Gilbert, Moore

Absent: Moll, Taylor.

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 At the request of Chancellor Hunter, the Advisory Council met at 3:00 p.m. in the Chancellor's office. The purpose of the meeting was to discuss plans for bringing several nominees for the presidency of the University to the campus late in July for personal conferences.

Since the three members-elect of the Council would take office on July 1, they were invited to sit with the Council. Professors Moursund and O'Connell attended. Professor Townsend received the notice too late to enable him to be present.

Chancellor Hunter indicated the names of three persons who stood highest in the preference of those who had been consulted regarding the list of nominees, and whom the Board had authorized him to invite to Oregon for conferences. Chancellor Hunter invited the Council to cooperate in making arrangements for these conferences.

The Council adjourned at 4:00 p.m.

  
 Dan E. Clark, Secretary



MEETING OF THE ADVISORY COUNCIL  
Thursday, June 29, 1944

Present: Burrell, Clark, Gilbert, Moll, Moore

Absent: Taylor

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of June 8 to June 27, inclusive, were approved.

President Hollis stated that Miss Rosalie Pielemeier, of the Catalog Department of the University Library, had resigned, effective July 31, and that Miss Eileen Hillyard had been recommended for appointment as her successor, beginning September 1, 1944, at an annual salary of \$1900, including the \$270 cost of living increase. After discussing Miss Hillyard's qualifications the Council recommended that Miss Hillyard be appointed as Junior Assistant in the Catalog Department at the salary indicated.

President Hollis stated that Professor Nowland B. Zane had tendered his resignation, effective September 30. He also read a communication from Dean Lawrence recommending the appointment of Donald Goodall as Associate Professor at an annual salary of \$3,200 to fill the vacancy. Mr. Goodall's record was presented, together with recommendations from former teachers and present associates. After considerable discussion the Council felt that it could not make any recommendation in regard to this appointment until there had been further investigation of other qualified and available persons.

As a statement of general principle the Council recommended that whenever permanent replacements are made to fill vacancies, the salary agreed upon should be considered to include the \$270 cost of living increase.

After presentation by President Hollis of the main facts in regard to the relationship of the budget of the Training School to the instructional schools and departments of the University, the Council was of the opinion that Miss Maude Garnett of the School of Music and Mrs. Saverina G. Smith of the School of Architecture and Allied Arts should be placed on the budget of the Training School for a share of their salaries proportionate to the amount of their time devoted to the Training School.

The Council adjourned at 5:00 p.m.

  
Dan E. Clark, Secretary