

MEETING OF THE ADVISORY COUNCIL

Thursday, July 6, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's Office. This was the first meeting of the Council at which the new members, elected at the May meeting of the faculty, were in attendance. The minutes of the meeting of June 29 were approved. Mr. O. K. Burrell was elected chairman and Mr. Dan E. Clark secretary of the Council for the ensuing year. Regular meetings of the Council will be held on Thursdays at 3:00 p.m. unless it should appear that there is no business to be transacted.

After some discussion the Council recommended that Arnold Elston, assistant professor of Music, be increased from 57% time at \$1,653.90 to 90% time at \$2,600 per year, beginning October 1.

The members of the Council indicated that they knew of no objection to the appointment of Donald W. Allton as assistant professor of Organ and Theory in the School of Music on 67% time at \$2,000 per year, plus commissions. The appointment was understood to be on a yearly basis and to begin October 1, 1944.

The Council was of the opinion that the proposed changes in the requirements for the degree of Master of Education should be submitted through regular channels to the faculty for its consideration.

The Council adjourned at 5:20 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Friday, July 7, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 4:00 p.m. in Mr. Moll's office. The purpose of the meeting was to consider matters connected with the conferences to be held with various nominees for the presidency of the University. The secretary was instructed to communicate to the Chancellor certain suggestions of the Council with regard to procedures to be followed.

The Council adjourned at 5:30 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, July 13, 1944

Present: Clark, Moll, Moursund, O'Connell, Townsend.

Absent: Burrell, who was out of town.

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

A President Hollis indicated that Frank Short, instructor in Journalism and Business Administration, had tendered his resignation due to ill health. The Council recommended that the resignation be accepted.

C The Council spent more than two hours in considering nominations for appointment to faculty and administrative committees for the ensuing year. In this connection the Council recommended that the Committee on College Teaching (an administrative committee) be discontinued.

The Council adjourned at 5:00 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, July 18, 1944

Present: Clark, Moll, Moursund, O'Connell, Townsend.

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 from July 6 to July 13, inclusive, were approved.

President Hollis presented to the Council schedules of conferences with University deans, the Advisory Council, and faculty members, which had been arranged for three nominees for the presidency of the University.

A The Council recommended that the sick leave of Mrs. Ione E. Brooke, Circulation Assistant in the University Library, be extended to September 15, and that full pay be granted until that date if possible under the circumstances.

C The remainder of the afternoon was devoted to the making of nominations for committee appointments. In this connection, the Council unanimously voted to propose to the faculty the following changes with respect to the Commencement and Assembly Committee (a committee created by faculty legislation):

"The Commencement and Assembly Committee shall be relieved of its functions in connection with commencement, and shall hereafter be known as the Assembly Committee. Arrangements for commencements shall be left to the President, who may select appropriate persons to advise and assist him."

The Council adjourned at 5:45 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, July 20, 1944

Present: Clark, Moll, Moursund, O'Connell, Townsend.

Absent: Burrell, who was out of town.

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

R

President Hollis discussed with the Council a proposal, originating in the committee on Religious and Spiritual Activities, to hold a conference on Religion and World Politics on the campus in February, 1945. Several well-known speakers would be invited to participate in this conference and lead discussions. No University funds would be required. After some discussion the Council indicated its approval of the proposal.

L

The Council recommended to the President that leaves of absence be not granted to persons entering the armed services or going into war work, or for other reasons, when such persons are occupying positions on the faculty or staff under temporary appointments as replacements for regular members of the faculty or staff who are on leave of absence.

W

The President discussed with the Council suggestions of Professor L. S. Cressman in regard to the collection of materials concerning the war activities of the University, and the writing of a history of such activities.

The remainder of the meeting was devoted to the making of nominations for committee appointments.

The Council adjourned at 6:00 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETINGS OF THE ADVISORY COUNCIL
Sunday - Tuesday, July 23-25, 1944

R On Sunday, July 23, at 11:00 a.m. and on Monday and Tuesday, July 24 and 25, at 4:30 p.m. the Council held conferences with Dr. Tracey E. Strevey, Dr. Harold W. Stoke, and Dr. Roland B. Posey, respectively, all of whom were nominees for the presidency of the University of Oregon.

Dan E. Clark

Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, July 27, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings from July 18 to July 25, inclusive, were approved.

President Hollis gave a brief account of the actions of the State Board of Higher Education at its recent meeting.

X President Hollis distributed to the members of the Council copies of a communication from Dean Gilbert stating the qualifications of three available candidates for the headship of the Department of Political Science, and recommending the appointment of one of these candidates, who, in Dean Gilbert's opinion, was best qualified for the position. He also indicated that folders containing detailed data in regard to each of those men would be available in the office of the President's Secretary, where they might be examined by Council members. Consideration of the recommendation was postponed until the next regular meeting of the Council, in order to give the members time to read the communication.

The Council resumed a consideration of nominations for committee appointments.

C The Council unanimously voted to recommend to the faculty that the name of the Committee on Religious and Spiritual Activities (a faculty committee) be changed to Committee on Religious Affairs. The chairman of the Council was instructed to present this recommendation to the faculty.

The Council adjourned at 5:40 p.m.

Dan E. Clark

Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Sunday, July 30, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 9:00 a.m. in Mr. Moll's office.

P

Three hours were devoted to a discussion of three candidates for the presidency of the University of Oregon, with whom conferences had recently been held. The Council agreed in the opinion that two of the three candidates were worthy of further consideration and that their names should be retained on the list of available candidates. It was the understanding that other nominees would probably be brought to the campus for conferences; and that the entire list, including local candidates, would later be considered and given a comparative appraisal by the Council.

The Secretary was instructed to communicate the conclusions and recommendations of the Council to Chancellor Hunter, in response to his written request.

The Council adjourned at 11:55 a.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, August 1, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

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

During the first part of the meeting the Council completed its nominations for committee appointments.

President Hollis then requested that the members of the Council discuss and express their opinions in regard to the recommendation of Dean Gilbert concerning an appointment to the headship of the Department of Political Science. A consideration of this recommendation had been postponed at a previous meeting to permit the members to read the statements of qualifications of three available candidates furnished by Dean Gilbert, along with his indication of a preference for one of the three.

A


After thorough discussion the members of the Council agreed in recommending that there be further search for available and qualified candidates before an appointment is made to the headship of the Department of Political Science. On the basis of the evidence submitted, the Council was not convinced that any one of the three persons whose names were presented was outstanding in the

qualifications essential to leadership in developing a strong and well-rounded department as an integral part of a Liberal Arts College. The Council was impressed by Dean Gilbert's statement that many well qualified persons are temporarily unavailable because of government service. It was felt that the need of an immediate appointment was not so urgent as to over-balance the advantage of having the opportunity shortly to consider many of these persons for this important position when they are released from their present posts with the government.

X
After Mr. O'Connell had left the meeting President Hollis read to the Council a letter from Mr. O'Connell stating his intention to resign in the near future from his position as Associate Professor of Law and engage in legal practice. President Hollis indicated his own personal embarrassment in presenting this matter, because at present he is serving in the dual capacity of Acting Dean of the Law School and Acting President of the University. At the same time he felt obliged to remind the Council of the very difficult situation in the Law School, with so many of the members of the faculty on leave for war service and with qualified replacements so unavailable. He stated that he would sincerely regret the loss of Mr. O'Connell from the faculty of the Law School, and especially at this critical time. Therefore, in his capacity as Acting Dean of the Law School, he would recommend that Mr. O'Connell be granted a salary increase of \$400 and that he be advanced to the rank of full professor. He asked the advice of the Council.

The Council discussed these recommendations at length, and because of the critical situation in the Law School, unanimously agreed to concur.

The Council adjourned at 6:50 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, August 3, 1944

Present:- Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings from July 27 to August 1, inclusive, were approved.

7.
President Hollis stated that he had received a recommendation requesting the appointment of Mrs. Madge Chilcote as junior assistant in the catalog department of the University Library, to fill the vacancy caused by the resignation of Miss Pielemeier. She would have the rank of instructor, would be on twelve-months service beginning September 15, 1944, and her annual salary would be \$1,800. The Council recommended that the request be approved.

President Hollis informed the Council regarding the status of the search for a successor for Professor Zane in the School of Architecture and Allied Arts.

A The Council voted unanimously to confirm the recommendation made by the Council in regard to an increase in salary and an advance in rank for Dr. F. G. Black recorded in the minutes of the meeting of June 21, 1944.

X The Council recommended the approval of a request from Dean Gilbert to President Hollis that Harold J. Noble, Associate Professor of History, be given a salary increase of \$200, effective October 1, 1944. Professor Noble had been released from active service with the United States Marines, in which organization he held the rank of Major, and would resume his duties at the University at the beginning of the academic year 1944-45.

The Council spent some time in a final survey of its recommendations concerning committee appointments.

R President Hollis asked the advice of the Council regarding the best procedure to be followed in securing faculty opinion concerning various proposals for a retirement system. It was the opinion of the Council that the best results could be secured by working with the committee of the A.A.U.P. dealing with this subject. President Hollis indicated that he would discuss the subject with the Council again after tentative plans had been formulated.

The Council adjourned at 5:30 p.m.


 Dan E. Clark, Secretary

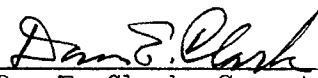
MEETING OF THE ADVISORY COUNCIL
 Wednesday, August 23, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 4:30 p.m. in Mr. Moll's office.

R Nearly two hours were spent in discussing various questions affecting the recommendation to be made by the Council in connection with the selection of a permanent President of the University. Arrangements were made for a conference with Chancellor Hunter.

The Council adjourned at 6:15 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, August 24, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of August 3 and 23 were approved.

S
X The Council recommended approval of a request from Dean Jewell that sabbatical leave be granted to Ralph U. Moore, principal of the University High School, for the coming year, and that Stanley E. Williamson be made acting principal for the year with an increase of salary because of the additional duties involved.

X President Hollis presented a communication from Dean Jewell in regard to a replacement for Hugh M. Shafer, Assistant Professor of Education, who had resigned in order to accept a commission in the naval reserve. The credentials of four men who might be available as replacements were discussed.

X President Hollis presented the recommendation of Dean Lawrence that Dr. Wallace S. Baldinger be appointed Associate Professor of Space Arts. After examining and discussing the credentials of Dr. Baldinger the Council recommended that the appointment be made.

R The Council recommended to President Hollis that the State Board of Higher Education be asked for a sum of \$2,400 with which to purchase the Prill Natural History Collection for the Museum of Natural History.

A The Council recommended that funds for out-of-state travel be granted to Will V. Norris to enable him to visit a considerable number of institutions throughout the country for the purpose of investigating student union buildings and physical science buildings and bringing back suggestions for similar buildings on the University campus.

The meeting adjourned at 5:45 p.m.




Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Sunday, August 27, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

R At the invitation of Chancellor Hunter the Advisory Council met in his office at 3:00 p.m. to discuss with him questions in connection with the selection of a permanent president for the University. After a lengthy discussion the Advisory Council adjourned to Professor Townsend's office, where a statement of the recommendations of the Council was approved and the secretary was instructed to transmit the recommendations to Chancellor Hunter.

The Council adjourned at 5:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, August 31, 1944

Present: Burrell, Moll, Moursund, O'Connell, Townsend.

Absent: Clark, who was out of town.

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

B President Hollis presented a request from Dr. Cressman for an addition to the budget of the Museum of Natural History to supply a part-time secretary. After discussion of this matter, the Council expressed the opinion that as a general principle stenographic help should be kept at the minimum, commensurate with the effective conduct of departmental business. Dr. Cressman's request was approved.

X After discussion, the Council approved a recommendation from Dean Gilbert that George Jette be asked to perform the duties of head of the Physics department during the temporary absence of Dr. Norris from the campus for part of the fall term.

R.H. President Hollis presented plans for improvements to be made to the women's and the men's physical education fields.

X The Council discussed certain changes recommended by Dean Gilbert, to be made in the mathematics staff and budget. These changes were in part made to meet the increased load on the department brought about by the In-service Teacher Training Program.

X The Council discussed the situation in the Political Science department, which is at present without a head.

The Council adjourned at 5:45 p.m.


Ernest G. Moll, Acting Chairman

MEETING OF THE ADVISORY COUNCIL
Friday, September 15, 1944

Present: Clark, Moll, Moursund, O'Connell, Townsend.

Absent: Burrell, who was out of town.

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

8 President Hollis made a report on the actions and discussions of the State Board of Higher Education at its recent meeting insofar as they affected the University of Oregon.

7 The Council recommended the approval of a request from Dean Gilbert that Dr. C. V. Boyer be given an extension of sick-leave throughout the fall term of the academic year 1944-45 on full pay, and that Professor Ernest G. Moll be continued as acting head of the department until the end of the fall term.

7 President Hollis reported that he had received a communication from Dean Jewell, indicating his inability to find a successor to Hugh M. Shafer, Assistant Professor of Education. Dean Jewell recommended that for the fall term only Mr. L. K. Shumaker be asked to devote additional time, with proportionate pay, to duties in the School of Education, and that the offer of the Assistant Superintendent of Eugene City Schools, to assist as an adviser to practice teachers, be accepted. After discussion the Council recommended that these arrangements be approved.

U
M. President Hollis reported in regard to the plan which had been adopted to handle problems of returning ex-service men. He also asked the Council to discuss with him the question of universal military training, concerning which he had recently received a communication asking his attitude.

The Council adjourned at 5:15 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, September 19, 1944

Present: Clark, Burrell, Moll, Moursund, O'Connell, Townsend.

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

7 In his capacity as acting dean of the Law School, President Hollis recommended that Mr. Leon L. Ray be appointed as a special lecturer to teach criminal law during the fall and winter terms. The Council recommended that the appointment be made.

President Hollis presented a communication from Dean Gilbert recommending that C. A. Rancous, Mrs. Mildred P. MacKinnon, and Mrs. Rose Combella be appointed as instructors in the English Department for one year because of the greatly increased enrollment in the courses in English Composition. The Council recommended the approval of these requests. The Council also expressed the opinion that an exception from the rule prohibiting the employment of two members of the same family by the University should be made in the case of Mrs. Combella because of the emergency and because of the difficulty of securing other satisfactory instructors at this late date.

The Council recommended the approval of the request by H. S. Hoyman, Acting Dean of Physical Education, that Miss Catherine M. Jones be appointed instructor in Physical Education. Consideration of Mr. Hoyman's request for an additional half-time instructor was postponed until after the actual needs of the school had been determined.

After Mr. O'Connell had retired from the meeting, President Hollis asked the advice of the Council in regard to the situation in the Law School. After considerable discussion the Council recommended that Mr. O'Connell be requested not to resign from his position as Associate Professor of Law, and that he be retained by the University on a basis of three-fourths time for one year only.

The Council adjourned at 5:45 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
 Tuesday, September 26, 1944

Present: Clark, Burrell, Moll, Moursund, O'Connell, Townsend.

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

The Council recommended the approval of a request by Dean Gilbert that Mrs. Elsie A. Bailey be appointed as a half-time instructor in English for the fall term only, and that an additional graduate assistant in English be secured because of the decreased hours of service expected of graduate assistants and the increased load of reading in connection with the course in Survey of English Literature.

The Council recommended the approval of a request by Dean Gilbert that the sum of \$660 be transferred from Salary to Wages in the budget of the Chemistry Department because of the impossibility of securing a suitable graduate assistant.

4. The Council recommended the approval of a request by Dean Gilbert that Olga A. Freeman be appointed at approximately two-thirds time as instructor in Mathematics for the fall term only, and that the sum of \$330 be added to the Wage budget of the Mathematics Department to compensate for the reduction of hours of service expected of graduate assistants.

b The Council recommended the approval of a request by Dean Gilbert that the sum of \$660 be transferred from Salary to Wages in the budget of the Social Science Survey because of the impossibility of securing a suitable graduate assistant, and to make possible the payment for assistance on an hourly basis. The Council was of the opinion that the request for an additional sum of \$330 in the Wage budget of Social Science Survey was not justified on the basis of the evidence presented.

A The Council was asked to consider a request of Dean Gilbert that an additional instructor in Romance Languages be secured at a minimum salary of \$1,800, because of increased enrollment in the beginning courses in French and Spanish. The Council was of the opinion that this request should be approved if a suitable instructor could be secured.

A President Hollis asked the advice of the Council in regard to a number of personnel changes and an increase in salary in the Health Service.

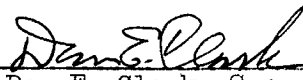
A President Hollis read to the Council a communication in regard to the participation of the University of Oregon in a Conference of Colleges and Universities on the Teaching of the Arts and Sciences, to be held at Washington State College, Pullman, November 17 to 19. The University was asked to send six representatives. After some discussion it was the opinion of the Council that the President and one other member of the faculty should go to this conference as representatives of the University.

B President Hollis presented to the Council a recommendation from the Committee on Pacific Basin Studies for the year 1943-44, in which there was a request for \$1,500 for lectures and addresses in the general field of the committee's jurisdiction. After some discussion the Council was of the opinion that it would not be advisable to make a request for additional funds at this time.

C At the request of President Hollis the Council spent some time in discussing certain questions regarding committee appointments which had arisen since the nominations were made in earlier meetings.

A As Acting Dean of the Law School, President Hollis recommended the appointment of Dr. J. D. Barnett and Mr. Stanley Darling as special lecturers in Law for the fall term. The Council recommended that the appointments be made.

The Council adjourned at 5:50 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Tuesday, October 3, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings from August 24 to September 26, inclusive, were approved.

B The Council recommended the approval of a request from Dean Gilbert that the sum of \$440 be transferred from Salary to Wages in the budget of the English Department. This transfer was requested because of the impossibility of securing two graduate assistants for the fall term.

A President Hollis presented a communication from Dean Gilbert, calling attention to the resignation of C. A. Ranous, instructor in English. Dean Gilbert recommended that the resignation be accepted and that Thomas E. Moore be appointed instructor for one year, this appointment to be effective on October 7. The Council recommended that these requests be approved.

M. J. President Hollis presented a communication from Dean Kratt concerning problems in the School of Music arising out of the increased enrollment in Applied Music. Dean Kratt recommended that additional funds be added to the wage budget of the School of Music to defray the cost of employing a supervisor to be in attendance in the evenings so that the practice rooms could be kept open each evening, Monday to Friday, from seven to nine o'clock. The funds would be derived from increased rental fees. Dean Kratt also recommended the appointment of Mrs. Naomi Kellis as instructor in Voice for the fall term on a commission basis; and that he be authorized to secure an instructor in Piano on a regular salary basis for one year only. The Council recommended that the requests of Dean Kratt be approved, with the understanding that the employment of an instructor in Piano on a full salary basis, without commissions, be regarded as an emergency measure, due to the present inability to take care of the needs of students otherwise.

C The Secretary presented a communication from Dr. E. H. Moore, making a suggestion in regard to the personnel of the Committee on General Studies.

B There was some discussion of the general principle which should govern in making the Summer Session budget for 1945. It was agreed that the Chancellor and the State Board should be asked to guarantee the budget, as was regularly done up until 1942; that the amount of regular state funds allocated to the Summer Sessions be increased, and that the estimate of student fees for 1945 be based on the actual net income for the Summer Sessions of 1944.

B President Hollis presented a communication from Miss Clarice Krieg, Acting Librarian, calling attention to the desirability of re-opening the Open-Shelf Reserve Book Department on the second floor of the Library. She requested that the sum of \$1,520 be added to the wage budget of the Library, in order to finance the operation of this department during the remainder of the year 1944-45. The Council recommended the approval of this request.

The Council adjourned at 5:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL

Thursday, October 12, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

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

B President Hollis asked the advice of the Council in regard to a communication from Dean Gilbert recommending an addition of \$600 to the wage budget of the Department of Home Economics, to provide for an assistant to relieve Miss Wood of the heavy teaching load occasioned by an increased enrollment. After some discussion the Council was of the opinion that it did not have sufficient information to permit the members to express an opinion in regard to this recommendation.

B Another communication from Dean Gilbert recommended an addition of \$264 to the wage budget of the Chemistry Department to compensate for the reduced time of graduate assistants. The Council recommended that an appropriate portion of this amount be granted for the fall term only, if, in the opinion of the President, the need justified such an addition. The Council also recommended approval of the request of the Chemistry Department that Mrs. Mary Mitchell Moore X be added to the teaching staff of the Chemistry Department on three-fourths time for the fall term only, if, in the opinion of the President, the emergency justifies a departure from the rule prohibiting the employment of two members of the same family as faculty members.

B The advice of the Council was requested by President Hollis in regard to a communication from Dean Gilbert recommending the addition of the sum of \$281.20 to the materials and expense budget of the Biology Department, in order to make possible the purchase of slides needed at present for army classes. In view of the fact that the materials could not be secured in time for use before the termination of the army course, the Council was of the opinion that the request should not be granted.

X The Council recommended the approval of a request of Dr. Bowen, transmitted by Dean Gilbert, that Manuel Lopez be appointed as instructor in Romance Languages for one year.

R Arrangements were made for a conference to be held on Tuesday, October 24, with Dean Harry K. Newburn, a nominee for the Presidency of the University of Oregon.

The Council adjourned at 4:40 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, October 19, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

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

M President Hollis presented a statement of the situation in regard to vacancies in graduate assistantships.

C The Council discussed at considerable length with President Hollis a communication which he had received from Dean Lawrence in regard to problems connected with the School of Architecture and Allied Arts.

C Some time was devoted to a discussion of the possibility of preparing a codification of faculty legislation.

The Council adjourned at 5:00 p.m.

Dan E. Clark

Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, October 24, 1944.

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

R Following a two-hour conference with Dean Harry K. Newburn, a nominee for the presidency of the University of Oregon, held in the afternoon, the Council met at 7:30 p.m. in Professor Townsend's office. Two hours were spent in a discussion of the persons thus far interviewed and considered for the position of permanent president of the University.

The Council adjourned at 9:30 p.m.

Dan E. Clark

Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Wednesday, October 25, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

R

The Advisory Council met at 7:30 p.m. in Professor Townsend's office for further discussion of the persons under consideration for possible appointment as president of the University of Oregon. After thorough discussion the Council unanimously adopted a statement which the secretary was instructed to transmit to the Chancellor and through him to the State Board of Higher Education. This statement was transmitted under date of October 26.

The Council adjourned at 11:00 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, October 26, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's Office. The minutes of the meetings of October 12 to October 25, inclusive, were approved.

President Hollis reviewed for the Council the actions of the recent meeting of the State Board of Higher Education which affected the University of Oregon.

S

President Hollis presented a comparative statement of the enrollment in the University of Oregon and in the other institutions of the Oregon State System of Higher Education.

The Council adjourned at 4:10 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, November 2, 1944

Present: Burrell, Clark, Moll, Moursund, Townsend.

Absent: O'Connell.

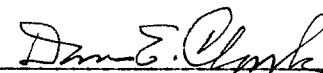
The Advisory Council met at 3:00 p.m. in the President's office.

7 President Hollis asked the Council for a preliminary opinion in regard to a number of personnel problems mentioned in a communication from Dean Gilbert.

2 There was some general discussion in regard to the advisory system in operation at the present time and the proposed changes.

R President Hollis discussed with the Council the status of the plans for a retirement program for the University.

The Council adjourned at 4:35 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, November 9, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of October 26 and November 2 were approved.

7 There was some discussion of a communication from Professor Lester F. Beck, outlining a suggested program for the improvement of instruction by the use of visual and auditory aids.

12 President Hollis asked the opinion of the Council in regard to a request of the School of Architecture and Allied Arts for additional funds to provide additional assistance, to cover increased cost of supplies, and to purchase much needed equipment. The Council was of the opinion that the request was a reasonable one.

X President Hollis presented a request from Dean Onthank that sick leave with full pay be given to Dean Schwering for the fall term, and that the sum of \$300 be added to the wage budget of the Dean of Women's Office to provide necessary assistance for the fall term. The Council recommended the approval of these requests.

7 There was some discussion of the procedure to be followed in case the faculty members were asked to give addresses or render other service which would take them off the campus for an extended period of time.

The Council adjourned at 5:15 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, November 21, 1944

Present: Burrell, Clark, Moursund, O'Connell, Townsend.

Absent: Moll.

R The Advisory Council met at 4:00 p.m. in Mr. Townsend's office to consider a communication from Chancellor Hunter in regard to the status of the search for a permanent president for the University, together with a copy of a letter to the Chancellor from one of the nominees for the presidency who had been interviewed by the Council.

The Council adjourned at 6:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Wednesday, November 22, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meeting of November 9 were approved.

a Some time was spent in discussing the status and functions of the Advisory Council and the relation of the Council to the President of the University.

President Hollis read a communication from Dean Gilbert recommending that the title of F. P. Sipe be changed from Associate Professor of Botany to Associate Professor of Botany and Custodian of Departmental Properties. Dean X Gilbert stated that the request had been made by Professor Yocom and also had the approval of Professor Huestis. The Council was of the opinion that the recommendation should be approved if agreeable to Mr. Sipe.

X The Council recommended the approval of a request from Dean Victor P. Morris of the School of Business Administration, that Professor A. B. Stillman be granted a sabbatical leave for the spring term of the academic year 1944-45.

X The Council recommended the approval of a request by Dean J. R. Jewell of the School of Education, that Linn Hutchinson be appointed acting director of supervised teaching for the first five months of the calendar year 1945 on a part-time basis.

7. At the request of President Hollis the Council spent some time in a preliminary discussion of the question of filling the vacancy in the office of the Dean of Women occasioned by the death of Hazel P. Schwering.

R At the request of President Hollis the Council discussed the plans for a retirement system for the University faculty and staff which were being considered by Chancellor Hunter for presentation to the State Board of Higher Education.

The Council adjourned at 5:30 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
 Monday, November 27, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

R The Advisory Council met at 4:00 p.m. in Mr. Townsend's office for further discussion of the letter written to Chancellor Hunter by one of the nominees for the presidency of the University who had been interviewed by the Council. The Council was of the opinion that certain portions of this letter called for a statement from the Council, and the chairman and secretary were directed to prepare a statement for further discussion by the Council at a later meeting.

The Council adjourned at 5:15 p.m.


 Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL, Thursday, November 30, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

R The Advisory Council met at 7:30 p.m. in Mr. Townsend's office. Two hours were spent in revising the draft of a statement of the Council's views regarding certain portions of a letter from Dean Harry K. Newburn to Chancellor Hunter. The revised statement was approved and the secretary was instructed to transmit it to Chancellor Hunter in the form of a letter. The following is a copy of the letter, which becomes a part of the minutes of the meeting:

December 1, 1944

Chancellor F. M. Hunter
Johnson Hall
Campus

Dear Chancellor Hunter:

While the recent letter of Dean Harry K. Newburn, in which he expressed an opinion about the faculty organization at the University of Oregon, is fresh in your mind and in the minds of the members of the State Board of Higher Education, the Advisory Council of the Faculty wishes to correct some misinterpretations made by Dean Newburn concerning the faculty organization in general and the function of the Advisory Council in particular.

The University faculty is organized as a deliberative body for the purpose of discussing and acting upon all matters within its jurisdiction. It does not now and never has claimed that its jurisdiction included administrative duties such as those exercised by the duly appointed administrative officers, i.e., deans, directors, presidents, chancellors, et al.

For many years the faculty has elected six of its members, known as an Advisory Council, to consult with the President of the University on all matters of common interest. It is not an administrative committee in any sense and does not assume any administrative authority or responsibility. It sits with the president in the consideration of whatever either it or the president wishes to discuss. Its duty is to represent faculty opinion and keep the president informed of the educational and professional views of the faculty. When it has presented its recommendations concerning any matter its duty is performed. The administrative act of the president, whether it is taken before consultation with the Advisory Council or after, is by the authority and on the responsibility of the president alone. Whether he acts contrary to the Council's advice or in harmony with it is for him alone to decide and his administrative acts are solely his own.

There is one other misconception in Dean Newburn's letter which should be mentioned. His statement seems to imply that universities in which faculties have a vigorous and organized interest in appointments and budgets in the long run tend to "mediocrity or worse". If his implications were reliable then the University of California, which has a truly administrative committee of the faculty, would suffer even more by comparison. But, as a matter of common knowledge, the University of California, far from being mediocre, has one of the best faculties among American educational institutions.

The principles adopted by the University in consultation with the executive office of the State Board of Higher Education at the time of the search for a president ending in the selection of Dr. Erb, included the following statement:

"He should have a strong sense of the value of democratic faculty participation in University affairs; and a strong sense of the value of civic and academic freedom, since these matters have traditional and legal status at the University. He should be tolerant in matters of controversy and willing to weigh criticism. Criticism should not unduly disturb him." (State Board of Higher Education Biennial Report.

It is our understanding that the statement of principles above referred to was again approved by the State Board of Higher Education in the present search for a president, and that a copy was sent to each candidate.

The extent to which the Advisory Council participates in University administration is a matter of presidential discretion. While the Council may volunteer advice on matters of general policy, the President is free to accept such advice or not as he sees fit. It may be that our advice has sometimes been unnecessarily or even unwisely sought in matters strictly administrative in nature.

We feel sure that both you and the State Board of Higher Education understand and appreciate the position and responsibility of the Council as an instrument of democratic faculty participation in the academic life of the University. We also feel sure you understand that we have never claimed or wanted administrative functions or responsibility. Our purpose in addressing this letter to you is to clarify the record. It seems to us especially important that the Board should understand that the faculty by special action has delegated to us the responsibility of representing the faculty in offering all proper assistance to you and the Board in the selection of a President of the University of Oregon.

Respectfully yours,
ADVISORY COUNCIL

By

Dan E. Clark, Secretary

The Council adjourned at 9:30 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Wednesday, December 6, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

R The Advisory Council met at 7:00 p.m. in Mr. Townsend's office. After a lengthy discussion of the draft of a letter to Chancellor Hunter, embodying the views of the Council regarding one of the persons being considered for the presidency of the University, the secretary was instructed to transmit this letter to the Chancellor.

The Council adjourned at 10:30 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, December 14, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings from November 21 to December 6, inclusive, were approved.

President Hollis announced that he had decided to recommend the appointment of Mrs. Golda Wickham as acting dean of women for the remainder of the academic year. The Council was of the opinion that Mrs. Wickham was well qualified for the position.

The Council recommended the approval of a request from Dean Gilbert that Mr. George Schade be appointed as student assistant in the Department of Romance Languages for the winter and spring terms on a part-time basis. He is to teach a course in Elementary Spanish.

President Hollis presented a communication from Dean Gilbert in regard to the Mathematics Department, in which he requested that Mrs. Olga A. Freeman be continued as instructor for the winter and spring terms on a reduced teaching load and reduced salary, and that the teaching load and salary of Miss Marie Ridings be increased for the winter and spring terms.

The secretary read a communication, addressed to the Council, by Professor S. H. Jameson on behalf of the Executive Committee of the American Association of University Professors.

The Council adjourned at 4:35 p.m. and reconvened shortly thereafter in Professor Townsend's office to discuss questions connected with the selection of a President for the University.

The Council then adjourned at 5:30 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, December 19, 1944

Present: Burrell, Clark, Moll, Moursund, O'Connell, Townsend.

The Council met at 4:00 p.m. in Professor Townsend's office.

The Council spent some time in discussing the situation with regard to the selection of a President for the University, and tentatively discussed the time and nature of the annual report of the Council to the Faculty.


Dan E. Clark, Secretary