

MEETING OF THE ADVISORY COUNCIL
Thursday, January 4, 1945

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 December 14 and 19 were approved.

President Hollis made a brief statement in regard to the registration in the University of the winter term, and in regard to adjustments in the staff of the office of the Dean of Women.

1 President Hollis asked the advice of the Council in regard to various temporary appointments in the Law School. The Council favored the continuance of Stanley R. Darling as special lecturer for the winter term, the retention of Dr. James D. Barnett on part-time active duty for the winter term, and the employment of Freeman Day as special lecturer for the winter term.

1 President Hollis presented a recommendation that the sick leave previously granted to Dr. C. V. Boyer be extended to the end of the winter term, and that Professor E. G. Moll be asked to continue as acting head of the English Department during that period. The Council recommended that this request be granted.

6 The Council recommended the approval of a request that the sum of \$300.00 be added to the wage budget of the Dean of Women's office for the winter term, to provide for the services of a secretary.

9 The Council considered a communication previously received from the Executive committee of the local chapter of the American Association of University Professors. It was decided that the matter referred to in this communication should be investigated.

Mr. Clark made a brief report on the meeting of the Interinstitutional Curriculum Committee.

The Council adjourned at 5:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Friday, January 5, 1945

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

Absent: O'Connell.

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

a Further consideration was given to the communication from the Executive committee of the local chapter of the American Association of University Professors in regard to the teaching load of a faculty member. On the basis of information presented to the Council it was decided that no adjustment could be recommended until the time of making the budget for the year 1945-46.

The Council spent considerable time in discussing a tentative draft of the report to be presented to the University faculty.

The Council adjourned at 5:30 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Wednesday, January 10, 1945

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

Absent: O'Connell.

The Advisory Council met at 3:00 p.m. in Professor Townsend's office.

R The Council considered and gave approval to the final draft of the report to be presented to the University faculty, which report is made a part of these minutes.

The Council adjourned at 3:50 p.m.



Dan E. Clark, Secretary

REPORT OF THE ADVISORY COUNCIL

January 10, 1945

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In reporting to the faculty at this time the Advisory Council wishes to express the opinion that it might well make semi-annual reports. The first of these should be presented early in the winter term and the second at the last opportunity before Commencement. This roughly represents two equal periods of time and also follows a natural division of the work of the Council.

Since July your Council has been in session thirty-four times. In twenty-two cases the meetings were attended by the Acting President and once by the Chancellor.

During the months of July and August the Council spent many hours with the President canvassing the committees of the faculty. We inquired into the instructions and duties of each committee, the membership, and the work of the committee during the preceding year. We recommended changes in the membership where such changes seemed to be desirable. It is our considered judgment that the time spent in making nominations for membership of committees is out of proportion to the benefit derived. If the time is to be considered well spent it must be because an annual and systematic review of the committee structure of the University is valuable. We believe that such a review is useful but that it could be made more useful, as well as more expeditious, if each committee chairman were required to make an annual report of the work of his committee to the President.

Regular and frequent meetings with the President were mainly devoted to a discussion of such routine business of his office as he presented. Your Council has tried to distinguish between the administration of rules and routine decisions on the one hand and more momentous questions involving general university policy in which all members of the faculty might be supposed to have vital interests on the other. While we have strictly adhered to the theory that all administrative decisions are those of the president, we believe that in matters involving general policy the Advisory Council can make a significant contribution to University welfare. The president is in no case constrained by the opinions of the faculty or its representatives however expressed, but a wise president will want to know what the organized faculty has to say about the direction and general policies of the institution.

During the past six months the Council has had unusual duties incidental to the selection of a President of the University. In addition to extended interviews with the candidates who were guests on our campus the Council has considered the credentials of a much larger number of candidates. We have carried on a correspondence with the Chancellor and, through him, with the State Board of Higher Education, in which we have expressed unanimous opinions concerning the general qualifications required of a President and also opinions concerning particular candidates. Throughout the negotiations we took the view that in addition to administrative ability the President of the University should be able to command the

unqualified respect of faculty members for intellectual achievement. We believe that in the long run successful leadership in a University is founded on such respect. If a University is to be regarded by competent scholars as a place in which they themselves would be willing to work or to which they would gladly recommend the best of their younger associates it must maintain the highest intellectual standards. The maintenance of such standards is the joint responsibility of president and faculty and cannot be achieved by either alone. The University requires of its leaders not only efficient management but intellectual achievement.

In the course of performing our assigned duties in this connection it became necessary and desirable to restate and clarify the role and function of the Council as an instrument of faculty participation in the life of the University. We believe that a resume of the statement of principles adopted by the Council should be a part of the faculty records. We, therefore, append the following excerpts from a letter addressed to the Chancellor and to the State Board of Higher Education under date of December 1, 1944:

"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.

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"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, 1937-38, page 22)

"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."

In concluding this report the Advisory Council wishes to record its appreciation of the courtesies of the Chancellor and the State Board of Higher Education which facilitated the Council's participation in the consideration of the various candidates for the presidency of the University.

OK Burrell

O. K. Burrell, Chairman

MEETING OF THE ADVISORY COUNCIL
Thursday, January 25, 1945

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

Absent: O'Connell.


The Advisory Council met at 3 p.m. in the President's office. The minutes of the meetings of January 4, 5, and 10 were approved.

President Hollis informed the Council in regard to the actions affecting the University taken by the State Board of Higher Education at its recent meeting. He also indicated the present status of the proposals for a retirement plan for the state system of higher education.

C The Council made nominations for membership on the committee on lower division advising authorized by recent faculty legislation.

X The Council recommended approval of the request of Dean Gilbert that Ronald K. McGillivray be appointed to the position of Planning Consultant in the Bureau of Municipal Research and Service.

The Council adjourned at 4:30 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, February 1, 1945

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 January 25 were approved.

R After some discussion the Council was of the opinion that the report of the Council made to the University faculty on January 10 should be included in the minutes of the faculty meeting of that date.

President Hollis discussed with the Council some preliminary problems connected with the making of the University budget for the year, 1945-46.

J President Hollis informed the Council in regard to the recent appointment of William H. Carlson as Director of Libraries for the State System of Higher Education, and indicated the functions of this official so far as they affect the operation of the University Library.

The Council adjourned at 4:30 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, February 22, 1945

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 meeting of February 1 were approved.

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e. The Council recommended approval of an exchange arrangement between Professor Sullivan of the Department of Philosophy and Professor Kattsoff of the Department of Philosophy of the University of North Carolina for the academic year 1945-46. Professor Sullivan is to teach at the University of North Carolina and Professor Kattsoff at the University of Oregon, each man being paid his regular salary by his own institution. The arrangement does not in any way affect the salary, rank, or tenuse of Professor Sullivan.

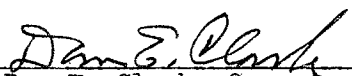
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R President Hollis asked the opinion of the Council members in regard to the functions of the Council with respect to the salary and wages of nonacademic personnel not connected with instructional schools or departments. The members of the Council were of the opinion that they did not possess information enabling them to make helpful recommendations with regard to individual salaries or wage scales in these cases. At the same time, while recognizing that the consultation of the Council rested entirely with the President, the members indicated that they were interested in general policies, since the total amounts allocated to nonacademic personnel affected the distribution of University funds, and also had a bearing on the public relations of the University.

R President Hollis informed the Council in regard to the wage scale of the physical plant employees of the University, and indicated some of the problems which are involved.

B There was some discussion of the procedure to be followed in considering the University budget for 1945-46. It was decided that much time could be saved if budget officers were not asked to be present at meetings of the Council unless questions should arise which would make their presence desirable.

V President Hollis discussed with the Council the question of cancelling the spring vacation. The Council was of the opinion that no substantial amount of travel would be prevented by cancelling the vacation.

The Council adjourned at 4:45 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, March 1, 1945

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 February 22 were approved.

A President Hollis asked the opinion of the Council in regard to a request by Professor Will V. Norris, approved by Dean Gilbert, that Professor E. H. Collins be placed on one-third time for the spring term, 1944-45, to enable him to accept a temporary research position in industry. The Council expressed no objection to the proposal, provided the arrangement for Professor Collins' University service meets with the President's approval.

A The Council recommended approval of a request by Dean Gilbert that Professor C. V. Boyer be made Emeritus Professor of English as of April 1, 1945, on .26 time.

A The Council recommended approval of a recommendation of Dean Gilbert that Professor Carl F. Kossack be granted a leave of absence without pay for the spring term, 1944-45, to enable him to accept an appointment for government service. The Council also recommended approval of a proposal to divide Professor Kossack's class-work among three part-time members of the Mathematics faculty, and to increase the salaries of these persons proportionately.

C A communication from Mr. C. L. Constance to the President, making suggestions concerning the reorganization of faculty committees was received. It was decided that consideration of this communication should be postponed until members of the Council have opportunity to read it.

B At the request of President Hollis the Council began the consideration of the budgets of the various schools, departments, and services of the University for the year 1945-46. It was agreed that, in accordance with usual practice, the tentative recommendations of the Council in regard to requests for increases in salary and advancement in rank will not be recorded in the minutes from meeting to meeting, but will all be reviewed later and final recommendations will be recorded at that time.

President Hollis presented the following budgets for the consideration of the Council. Except as indicated the Council had no comments or recommendations, other than tentative recommendations regarding salary increases, to be reviewed later.

Museum of Art, (U-1B3)
Museum of Natural History, (U-1B4)
Prill Bird Collection, (U-1B5)
Business Office, (U-2A1)
Editor's Office, (U-2A6)

News Bureau, (U-2A7)

Alumni Records, (U-2A8)

Registrar's Office, (U-2B1)

Diplomas and Certificates, (U-2B2)

Commencement and Convocations, (U-2B6)

President Hollis indicated that this budget had been divided as follows: Convocations and Lectures (U-2B5) and Commencement (U-2B6). There was some discussion of a request that \$300 be added to the going-rate for convocations and \$100 for lectures. The Council was of the opinion that a larger proportion of any increase should be allotted to lectures.

Dean of Men, (U-2B7)

The Council recommended approval of a request for an increase of \$250 in the requisition budget to provide for necessary service to returning veterans.

Dean of Women, (U-2B8)

Housing and Employment, (U-2B9)

Dean of Personnel Administration, (U-2B11)

There was some discussion of a request for an addition of \$280 to the requisition budget to provide service for a predicted increase in the number of returning veterans, but the Council members felt that they lacked sufficient information to justify a recommendation.

Military Science, (U-3M1)

Eugene Summer Sessions, (U-3X1)

Committee on College Teaching, (U-5L1)

Bureau of Personnel Research, (U-5N1)

Bureau of Historical Research, (U-5U1)

Merriam Research and Consultation, (U-5V1)

A series of budgets, mainly in connection with the physical plant, most of which will either be cleared out this year, or are operated under restricted funds.

The Council adjourned at 5:50 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Tuesday, March 6, 1945

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

Absent: O'Connell.

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

B The Council resumed consideration of budget requests for 1945-46. The following budgets were presented to the Council by President Hollis, and the procedure was the same as that indicated in the minutes of the meeting of March 1.

Physical Plant Budgets

A series of budgets for the various services connected with the physical plant was available, but the Council members were of the opinion that they did not possess sufficient information to enable them to make recommendations.

General Library (U-1B1)

The Council recommended approval of requests for additions to the requisition budget as follows: wages, \$2,730; materials and expense, \$400; equipment (books), \$1,260.

The opinion of the Council was also requested in regard to several other questions affecting members of the Library staff:

1. The procedure to be followed in regard to Miss Beatrice Barker, catalogue librarian emeritus, on .12 time, whose health will not permit any University service on her part. The Council recommended that Miss Barker be treated as generously as regulations will permit.
2. The question of indefinite tenure for certain members of the library staff with the rank of instructor. After some discussion it was recommended that an investigation be made of the possibility of working out a formula whereby indefinite tenure might be granted to non-teaching personnel under certain conditions.
3. The Council recommended approval of a request that Miss Myrna Barrett be given sick leave for three months beginning March 1, 1945. It was recommended that, in view of previous sick leaves, Miss Barrett be given full pay for one and one-half months, and that the remaining one and one-half months of her leave be without pay.

Law Library, (U-1B2)

The Council recommended approval of a request for an increase of \$50 in the requisition budget to provide for binding of books.

Teacher Placement Service, (U-2B12)School of Business Administration, (U-3B1)

The Council adjourned at 5:30 p.m. and reconvened at 7:30 p.m.

School of Education, (U-3C1)

The Council recommended approval of the request of Dean Jewell that Mr. R. U. Moore, returning next fall from leave of absence, be transferred from the principalship of the University High School to the position of Acting Assistant Professor of Education, on a yearly basis, and that he be assigned the duties of supervisor of teacher training.

Training School, (U-3C2)

The Council recommended approval of the request of Dean Jewell that Mr. Stanley Williamson be continued next year as Acting Principal of the University High School.

School of Music, (U-3E2)School of Journalism, (U-3H1)School of Physical Education, (U-3R1)

There was some discussion of a request for an increase of \$1,000 in the requisition budget, but the Council members did not feel qualified to make a recommendation.

The Council adjourned at 10:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, March 8, 1945

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 March 1 and 6 were approved.

The following budgets were presented for the consideration of the Council by the President, and the procedure was the same as that indicated in the minutes of the meeting of March 1.

Architecture and Allied Arts, (U-3E1)Graduate Division, (U-3V1)Business Research Bureau (U-5K1)Educational Research Bureau, (U-5M1)Music Instructor's Fees, (U-3E3) Restricted funds.Portland League of Oregon Cities, (U-58A32) Restricted funds.

College of Liberal Arts - Dean's Office, (U-3T1)

The Council was of the opinion that additional funds for travel might well be allotted to the Dean's office to finance essential University travel for which there is no provision in departmental budgets.

Anthropology, (U-3T2)Biology, (U-3S2)Chemistry, (U-3S4)

On the basis of information presented a majority of the members of the Council were not convinced of the desirability of requesting the addition at this time of a full-time assistant professorship in the field of Biochemistry.

Classics, (U-3J5)

The members of the Council were of the opinion that some upward adjustment should be made in the teaching time and compensation of Assistant Professor F. M. Combella.

The Council adjourned at 5:45 and reconvened at 7:30 p.m.

Economics, (U-3T2)English, (U-3J2)

Mr. Moll did not vote on the tentative recommendations of the Council concerning requests for salary increases and advancement in rank in the English Department. During the discussion of Dean Gilbert's recommendation in regard to Mr. Moll's salary he absented himself from the meeting.

The Council recommended that replacements be authorized for three members of the faculty of the English Department whose appointments will expire at the end of the present academic year.

Division of Speech and Dramatic Arts, (U-3J4)

A majority of the members of the Council recommended against the addition of a graduate assistantship in Speech and Dramatic Arts.

Geology and Geography, (U-3S6)

In view of the fact that Dr. Lloyd W. Staples will return from leave of absence on September 1, it was the unanimous opinion of the Council that it would not be advisable to renew the appointment of the temporary staff member who has been serving during the absence of Dr. Staples.

Germanic Languages, (U-3J3)History, (U-3T5)

Mr. Clark did not vote on recommendations concerning requests from this department.

Home Economics, (U-3G5)

On the basis of information available at this time the members of the Council were not convinced of the necessity of adding an instructorship to the staff of this department.

Mathematics, (U-3S7)

Mr. Moursund did not vote on recommendations concerning requests from this department, and he was absent from the meeting while a recommendation for an increase in his salary, made by Dean Gilbert, was being discussed.

Philosophy, (U-3T6)

Mr. Townsend did not vote on recommendations concerning requests from this department. The remaining five members concurred in recommending that Dr. C. J. Sullivan be placed on indefinite tenure.

Physics, (U-3S8)

The Council adjourned at 12:05 a.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY Council
Saturday, March 10, 1945

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

The Advisory Council met at 1:15 p.m. in the President's office, and resumed its consideration of budgets presented by President Hollis, as follows:

B

Political Science (U-3T7)

Psychology (U-3T8)

Religion (U-3T11)

Romance Languages (U-3J6)

The members of the Council were of the opinion that the department should be authorized to fill the vacancy caused by the retirement of Miss Anna M. Thompson, and to add one graduate assistant to the staff, transferring the sum of \$440 from wages to salaries in the departmental budget.

Sociology (U-3T9)

Social Science Survey (U-3T10)

Social Science Service Bureau (U-5T1)

(Bureau of Municipal Service)

President Hollis presented supplementary recommendations from the Chemistry Department for the consideration of the Council.

Additional information affecting the budget of the School of Music was discussed by the Council.

The Council adjourned at 4:45 p.m.

Dan E. Clark
Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, March 15, 1945

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 March 8 were approved.

President Hollis informed the Council regarding actions taken at the recent meeting of the State Board of Higher Education and the general budget pattern which was adopted at that time.

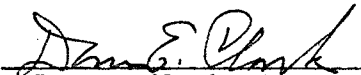
The Council completed its consideration of the University budget for 1945-46 by briefly discussing the following budgets which were presented by President Hollis.

President's Office (U-1A1)
Law School (U-311)
Salary Adjustment Reserve (U-7C1)
Equipment Reserve (U-7C2)

President Hollis read to the Council a communication from the class of 1945, favoring the exemption of seniors from final examinations during the spring term, and the holding of Commencement before the close of spring term. Consideration of this communication was postponed until a later date.

President Hollis presented a communication from the faculty of the School of Architecture and Allied Arts, requesting that the sum of \$1,000 be provided for the establishment of a quarterly magazine in the field of the creative arts. The communication indicated that gifts from private sources could be secured to supplement state funds. The Council discussed the communication at some length but did not arrive at any recommendation.

The Council adjourned at 5:00 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, April 19, 1945

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

Absent: Moll.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meetings of March 10 and 15 were approved.

B The Council reviewed and confirmed its tentative recommendations in regard to salary increases and changes in rank made during the consideration of the budget requests for 1945-46. These recommendations are attached hereto and are a part of the minutes of this meeting.

President Hollis reviewed for the Council his budget recommendations, including salary increases.

President Hollis informed the Council regarding progress being made in seeking suitable persons to fill various vacancies in the administrative and teaching staff of the University.

X ^{9.} The Council recommended approval of a request by Professor W. F. G. Thacher for sabbatical leave during the fall term.

X President Hollis indicated that Professor A. E. Caswell of the Physics Department expects to return to the University next fall. Consideration of a possible salary increase for Professor Caswell was postponed for further information.

X The Council recommended approval of a request by Dean Gilbert that Perry John Powers be appointed instructor in Romance Languages at a base salary of \$2,100. It was understood that Mr. Powers would assume his duties on January 1, 1946, and that Ethel B. Nichols would fill the position during the fall term at a salary of \$700. These appointments are to fill the vacancy occasioned by the resignation of Miss Anna M. Thompson.

B President Hollis outlined plans that had been made for a campaign in support of the tax measure to be submitted to the voters of Oregon on June 22, to provide funds for the erection of state buildings, including several buildings on the University campus. The Council recommended that a special faculty meeting be called to enable President Hollis to present these plans to the faculty.

The Council adjourned at 5:40 p.m.

Dan E. Clark

Dan E. Clark, Secretary

SALARY INCREASES AND CHANGES IN RANK

1945-46

B The following statement indicates the increases in salary and changes in rank recommended by the Advisory Council for the year 1945-46. Recommendations of the Council with regard to requests for indefinite tenure are indicated in the minutes of the various meetings of the Council during the period of consideration of the budget. The requests of the various deans and heads of departments and services, presented to the Council by President Hollis, were given consideration and tentative recommendations were made at the time of their presentation. These tentative recommendations regarding requested salary increases and changes in rank were reviewed and confirmed at a meeting on April 19, and are as follows:

	<u>Increase Requested</u>	<u>Increase Recommended</u>
<u>Business Office</u>		
Margaret Hutchison (Effective July 1, 1945)	\$ 156.00	\$ 156.00
<u>Alumni Records</u>		
Doris M. Hack (Increase, if allowed, to come from Alumni funds)	360.00	No recommendation
<u>Registrar's Office</u>		
Violet Runte	100.00	100.00
Emma G. Hoffmaster (Increases effective July 1, 1945)	84.00	84.00
<u>Dean of Personnel Administration</u>		
L. K. Shumaker (Involves also budget of School of Education. Majority of Council recommended smaller increase in salary)	400.00	No recommendation
<u>University Library</u>		
Elizabeth Findly	200.00	200.00
Alice Gardiner	68.00	68.00
True Morris (Increases effective July 1, 1945)	100.00	100.00
<u>School of Business Administration</u>		
A. B. Stillman	100.00	100.00
O. K. Burrell	100.00	100.00
W. C. Ballaine (One-half of increase from University funds, one-half from Miner Building Fund)	200.00	200.00
Lois Newman (Increase effective July 1, 1945)	250.00	--
Jessie May Smith	200.00	200.00

	<u>Increase Requested</u>	<u>Increase Recommended</u>
<u>School of Physical Education</u>		
Ralph W. Leighton (Members of the Council did not feel qualified to make a definite recommendation, but expressed opinion that some increase in salary would be desirable)	\$ 500.00	No recommendation
Dorotha E. Moore	400.00	200.00
Instructor to replace Catherine Jones	270.00	270.00
<u>School of Architecture and Allied Arts</u>		
Victoria Avakian	200.00	200.00
Harlow Hudson	200.00	200.00
Jack Wilkinson	200.00	200.00
<u>Anthropology</u>		
L. S. Cressman	200.00	3 recommended \$200 3 recommended 100
<u>Biology</u>		
L. E. Detling (Advancement to rank of Associate Professor not recommended, because recommended salary increase would not be sufficient to bring total salary up to minimum rate for associate professorship)	500.00	Not more than \$300
Arnold L. Soderwall	200.00	200.00
<u>Chemistry</u>		
Adolf Kunz	200.00	200.00
Pierre Van Rysselberghe (Advancement to rank of full professor recommended)	300.00	300.00
C. H. Secoy	200.00	200.00
<u>Classics</u>		
Edna Landros	100.00	3 for, 2 against, 1 not voting
F. M. Combellack (Council recommended that percentage of full-time equivalent be increased and that his salary be increased accordingly, without changing his present full-time base rate.)		
<u>English</u>		
Mary Perkins	100.00	100.00
E. G. Moll	300.00	300.00
R. D. Horn (Advancement to rank of full professor recommended - 3 for, 1 against, 2 not voting)	200.00	200.00
Hoyt Trowbridge	100.00	100.00
Frank G. Black	100.00	100.00
Bertram Jessup	200.00	200.00
John C. McCloskey	100.00	100.00
Randall V. Mills	100.00	200.00
Thomas F. Mundle	100.00	100.00
Helen L. Soehren (Mrs. Soehren is on half-time basis in English Department; half-time in General Extension)	75.00	75.00

	<u>Increase Requested</u>	<u>Increase Recommended</u>
<u>Division of Speech and Dramatic Arts</u>		
W. A. Dahlberg	\$ 200.00	\$ 200.00
Robert D. Clark	200.00	--
<u>Geology and Geography</u>		
Lloyd Staples	200.00	200.00
<u>History</u>		
Harold J. Noble	300.00	300.00
(Advancement to rank of full professor recommended)		
<u>Home Economics</u>		
Mabel A. Wood	200.00	--
(Vote 2 for, 3 against, 1 not voting)		
Frances Van Voorhis	200.00	200.00
<u>Mathematics</u>		
Andrew F. Moursund	200.00	200.00
Carl F. Kossack	200.00	200.00
<u>Philosophy</u>		
C. J. Sullivan, Jr.	330.00	200.00
<u>Physics</u>		
Will V. Norris	364.80	--
(Council recommended that any salary increase be made from physical plant budget)		
Harold D. Osborn	100.00	100.00
<u>Psychology</u>		
Robert Leeper	200.00	200.00
Leona E. Tyler	200.00	--
(2 for, 2 against, 1 for \$100, 1 not voting)		
<u>Romance Languages</u>		
Christina Crane	300.00	Not more than \$200
<u>Municipal Research and Service Bureau</u>		
Orval H. Etter	1,200.00	--
(Council recommended that smaller increase be granted)		
Mary C. Barnes	400.00	--
Dorothy Rowland	150.00	--

MEETING OF THE ADVISORY COUNCIL
Friday, April 27, 1945

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

The Advisory Council met at 3:30 p.m. in the President's office. The minutes of the meeting of April 19 were approved.

President Hollis presented a request of Dean Gilbert that Dr. Eldon Johnson be appointed Professor of Political Science and Public Administration and head of the department, on a yearly basis beginning September 1, 1945, at a yearly salary of \$4,270. After considerable discussion the Council voted 4 to 2 to recommend that this request be not approved.

The Council adjourned at 5:30 p.m.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, May 10, 1945

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

Absent: O'Connell.

The Advisory Council met at 3:00 p.m. in the President's office. The minutes of the meeting of April 27 were approved.

President Hollis presented a communication from Dean Gilbert recommending that leave of absence without pay from January 1 to June 30, 1946, be granted to Professor Chandler Beall to enable him to accept a position as visiting professor at Princeton University. The Council recommended that the leave be granted.

The Council recommended approval of requests transmitted by Dean Kratt to President Hollis asking that sabbatical leave on half-pay be granted to Mrs. Rex Underwood and Mr. Rex Underwood for the academic year 1945-46.

President Hollis informed the Council concerning actions affecting the University at the recent meeting of the State Board of Higher Education.

The Council discussed a communication from Mr. Clifford Constance to President Hollis proposing a reorganization of the committee system of the University (See minutes of meeting of March 1, 1945). The Council was unanimously of the opinion that, while there was merit in some of Mr. Constance's suggestions, the plan as a whole would not result in any important improvement in the existing committee system.


Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, May 17, 1945

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 May 10 were approved.

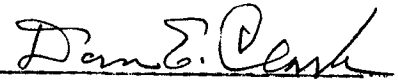
The chairman handed members of the Council copies of a report to be made to the faculty. It was voted to postpone consideration of the report until members have had opportunity to read it.

President Hollis asked the opinion of the Council in regard to the desirability of having the University represented at the Conference on the Humanities to be held at Stanford University, July 26-28. Three members of the Council favored representation and three were doubtful regarding benefits to be derived. At the request of President Hollis the Council suggested names of possible delegates in case it is decided to send a representative.

President Hollis asked the opinion of the Council in regard to a questionnaire on the general subject of a bill before Congress appropriating \$25,000,000 for emergency aid to colleges and universities. The Council was unanimously of the opinion that such a law would be undesirable.

President Hollis informed the Council regarding his action in connection with a newspaper and radio report of the desecration of a Jewish synagogue erroneously described as being on the University campus.

The Council adjourned at 4:00 p.m.



Dan E. Clark, Secretary

MEETING OF THE ADVISORY COUNCIL
Thursday, May 31, 1945

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

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

The report of the chairman of the Council to be made to the faculty at the next meeting was discussed, revised, and approved. The report as approved is a part of the minutes of this meeting; and the chairman was instructed to move that it be included in the minutes of the faculty if accepted by that body.

The Council recommended the approval of the following requests for new appointments made by Dean Gilbert:

Appointment of Vaughn S. Albertson as Instructor in English for one year beginning September 16, 1945, at a salary of \$2,070.00.

Appointment of Mrs. Ruth Hudson McCloskey as Instructor in Home Economics to replace Mrs. Mary S. Huser, resigned, the appointment to be for one year beginning September 16, 1945, at a salary of \$2,270.00.

Appointment of Philip Webster Souers as Professor of English and Head of the Department, for one year beginning September 16, 1945, at a salary of \$4,500.00.

The Council adjourned at 4:40 p.m.



Dan E. Clark, Secretary

Minutes for meetings May 17 and May 31 were approved by mail July 17.

REPORT OF THE ADVISORY COUNCIL
TO THE UNIVERSITY FACULTY

June 6, 1945

On January 10, 1945, the Advisory Council submitted a report to the faculty of the activities of the Council from July 1, 1944. In that report the opinion was expressed that it might be well to make semi-annual reports. It is especially appropriate this year to make two reports. The January report dealt primarily with the role played by the Council in the selection of a President of the University. Since January our activities have been concerned almost entirely with the University budget. This report deals with our recommendations to the Acting President concerning the construction of the budget.

Since the date of the last report your Council has been in session twelve times. Approximately thirty hours were required for these sessions.

We were given an opportunity to examine the budgetary requests of the various schools and divisions. The Acting President gave us such information as was available concerning the general budgetary situation of the University for the year beginning July 1, 1945. We did not, however, follow the previous practice of interviewing deans and other budgetary officers in connection with the budget requests of schools and divisions. In the opinion of your Council such budgetary hearings ordinarily yield no information not available from examination of written budget requests and reports to the President. They do consume an amount of time entirely disproportionate to their value. On those occasions when the Council wished to have more information before making a recommendation, we asked the Acting President to solicit such information from the dean or other budgetary officer and to make the information available to us.

Our budgetary recommendations to the Acting President have been made. The Council recommended increases in salaries amounting to \$7,053.00 on an annual basis.

Your Council believes that it is appropriate to emphasize the statement of general principles that should underlie the relationship of the Faculty Advisory Council to the administration that was included in the report of May, 1944:

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

Report of the Advisory Council (Con.)

majority vote of the council. The executive needs to know the analyses and reasoning that lie back of the views of the individual members of the council as much as he needs to know the result of balloting. It is, therefore, desirable that the 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.

We believe that adherence to these principles is essential if the faculty is to make the greatest possible contribution to a sound educational program for the University of Oregon.

We wish to record here our appreciation to the Acting President for his continued and active support of faculty participation in University affairs.

The faculty is reminded that 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,

O. K. Burrell, Chairman