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SENATE MEETING
December 4, 1951

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The meeting was called to order by President Fairchild with all members present except Miss Knudson, Mr. M. L. Miller, Dr. Purcell, and Miss Terrill.

Dean Larsen explained that the proposed calendar for next year has been given consideration by the University Council. Copies of the calendar are available to heads of departments who are urged to discuss the calendar with staff members. The calendar will then be given consideration at the faculty meeting on Tuesday, December 11.

The Dean announced that material for programming for the second semester will be available at 8:00 a. m. on Wednesday, December 5. An announcement will be made in the assemblies on Wednesday indicating that those doing student teaching should have their programs made first and that heads of departments and divisions will announce the order of procedure for other programming.

Dean Larsen asked that material for the summer session program be turned in to his office not later than December 21, so that work on the program can be done during the holidays. Because of the financial situation, it is found impossible to have an intersession preceding the eight-weeks session, a post session following the eight-weeks session, or a three-weeks session running concurrently with the regular summer session during the summer of 1952. Clinics are not particularly affected by the financial situation since they are financed through the contractual services account, and the present limitation is in the personal services fund. Heads of departments in planning the summer program are urged to keep in mind that there will need to be a cut of about 17 per cent on the summer session budget. This amounts to approximately twenty-one faculty members in the total picture. In the summer of 1951, there were 302 courses offered. In 191 of them there were ten or less enrolled. In 103 there were eleven to twenty-five and in eight there were twenty-six or more. It is questioned whether the large number of small classes is justified. Some curtailment will need to be made in the summer extension offerings also although the summer off-campus program is self-supporting. It was agreed that departments should turn in what they considered to be their needs and that if necessary, further cuts will be made after the suggestions are turned in.

The Dean indicated that he felt some consideration should be given to numerous requests to have courses with three rather than two and one-half hours of credit available through the extension program. Another item, which he would like to have given consideration is one which has been suggested by several faculty members to the effect that syllabi of all courses be on file in the Dean's office.

Mr. Carrington announced that last year all juniors made out three forms for application for student teaching. One form was given to the head of the department of the first field, one to the head of the department of the second field, and the third was kept in the office of the Director of Laboratory School Experiences. Mr. Carrington suggested that in cases where this information is not available, heads of departments should feel free to send the students to his office to fill out the proper forms. Mr. Carrington will appreciate having the names of all student teachers for the next semester by December 21.

Dean Larsen indicated that requests for tallies will be called for probably about January 15 and during examination week. Employed students should have their programs approved by the Deans of Men or Women before having them approved by heads of departments or directors of divisions.

President Fairchild read a communication from the Social Committee of the Social Science Department in which they requested permission to use the Social Room for a departmental tea. The President reported having met with members of the Lounge Committees at which this matter was considered. It was felt by the committees that something of this sort should be made possible to a limited extent for use by departments, divisions, and areas. The members of the Senate indicated by show of hands their agreement that something should be worked out to make it possible for these groups to use the Social Room once each semester. (The action taken by the Lounge Committees was to the effect that on a trial basis for the rest of the school year 1951-1952, the faculty Social Room will be made available to each department, division, and area once each semester for use when the entire staff may wish to entertain all students in the respective department, division, or area.)

The President explained that the summer session restriction of funds was made necessary because of the change over to the new salary schedule. In addition to curtailing the offerings of the summer session, it will also be necessary to cut down on the number of graduate assistantships, faculty assistants, and student employment for next year. The regular increment of twenty dollars per month to all staff members is to be safeguarded.

Consideration was next given to the matter of having syllabi on file in the Dean's office. After some discussion it was agreed that heads of departments secure reactions from their staff members and that this item be put on the agenda for the February Senate meeting.

Dean Larsen moved that beginning September 1, 1952, courses by extension be offered for the same amount of credit as they are given on the campus, and that the Dean of the University, the head of the department concerned, and the Director of University Field Services determine the amount that courses offered by extension should count in the teaching load. Mr. Horton seconded the motion and it was carried. Dean Larsen moved that for next semester the Dean of the University, the head of the department concerned, and the Director of University Field Services be permitted to set up certain courses as provided in the previous motion as it seems advisable. Mr. Watterson seconded the motion and it was carried.

Consideration was next given to whether or not students should be permitted to use more than one scholarship and/or award. Miss French moved that State Scholarships not be included in considering the awarding of scholarships and/or awards of other types where the University has the authority in acting on the granting of such scholarships and awards. Mr. Gooding seconded the motion and it was carried.

Since the time for the regular January Senate meeting comes during the Christmas holiday vacation, the next meeting of the Senate will be Tuesday, February 5, 1952.

The meeting adjourned.

Elsie Brenneman
Secretary

Agenda:

1. Departmental prerequisites for student teaching.
2. Centralized services for duplicating materials and for audio-visual aids.
3. Development of greater interest on the part of faculty in assemblies, concerts and entertainments, athletic events, conferences, special events, etc.
4. Report of committee on the probation-drop system and selective retention.
5. Should syllabi of all courses be on file in the Dean's office?