

Minutes of the University Faculty - February 13, 1942

would be expected to cooperate in this war program. It was the hope of the administration and the Faculty that the goal of the University might be accomplished by voluntary means, although it appeared not improbable that a plan involving deductions from salaries might be necessary or, perhaps, eventually required by the Government. The Faculty expressed its approval of the suggestion that this matter be referred to the Committee on Information.

President Donovan invited each member of the Faculty to send a representative of his staff to meetings whenever it was impossible for the member to be present. The next meeting of the Faculty of the University was scheduled for Friday, February 20.

Leon M. Pawbulain
Secretary

Note: See page 110 for Minutes of Meeting of February 20, 1942

MINUTES OF THE UNIVERSITY FACULTY
March 6, 1942

The University Faculty met in the President's Office Friday, March 6, with President Donovan presiding. Those attending the meeting were Jesse E. Adams, Paul P. Boyd, Thomas P. Cooper, Alvin E. Evans, W. E. Freeman, Henry H. Hill, Frank D. Peterson, W. S. Taylor, and Edward Wiest.

The minutes of February 20 were read and approved.

The following recommendations from the College of Arts and Sciences regarding admission, degree requirements, classification, and student load were approved:

1. Admission

That the requirements for admission to the College of Arts and Sciences be the same as for admission to the University. The college, however, recommends strongly that the student present for admission two units of mathematics.

2. The Degrees of B.A. and B.S.

For the degree of Bachelor of Arts or the degree of Bachelor of Science, the student is required to gain a total of 192 quarter hours and 192 points; that is a standing of 1.0.

3. Requirements for the Lower Division (Freshman and Sophomore Year)

General Requirements:

Freshman Orientation, first and second quarters,
freshman year, 2 quarter hours.

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NOTE: See page 53

MINUTES OF THE FACULTY OF THE UNIVERSITY
February 20, 1942

The University Faculty met in the President's Office Friday, February 20, 1942, with President Donovan presiding. Those attending were Jesse E. Adams, Paul P. Boyd, Thomas P. Cooper, Alvin E. Evans, W. E. Freeman, M. E. Ligon, Frank D. Peterson, and Edward Wiest.

The minutes of February 13 were read and approved.

The schedule of fees to govern during the summer quarter and the regular school year, which had been adopted by the Executive Committee of the Board of Trustees, was presented for the information of the Faculty. On motion, duly seconded, this schedule of fees was approved.

The Faculty considered the second division of the University rules as presented by the Rules Committee. These rules were tentatively adopted, with certain recommendations for minor changes, and with the following two alterations made by motion of the Faculty:

1. That final examinations at the close of each term or quarter be given during the last one, two, or three regular meetings of the class, the number of periods to be left to the discretion of the instructor.
2. That under "Discipline and Control" the statement relating to the arrest and conviction of a student be eliminated.

On recommendation of Colonel Donnelly, students enrolled in Civil Pilot Training were given permission to be absent from classes from 8 a.m. to 12 noon, Wednesday, February 25, in order to participate in a psychological study conducted by Professor Henry Beaumont and authorized by the Civil Aeronautics Authority. It was understood that each student would be handed a written excuse signed by Professor Beaumont.

The following schedule of parades, submitted by Colonel Paschal for the R.O.T.C. was approved by the Faculty, with the provision that no more class periods were to be utilized than the number covered by the schedule of last year.

- | | |
|---------------------------------------|------------------|
| a. First Battalion | April 17, Friday |
| Companies A, B, C, and L; sponsors | Fourth hour |
| $\frac{1}{2}$ Band, with all freshmen | Campus Parade |
| Sections 1b11, 12, 13 | |
| 1b21, 22, 23 | |
| 6b11, 12, 13 | |
| 6b21, 22, 23 | |

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- b. Second Battalion
 Companies E, F, G; sponsors
 $\frac{1}{2}$ Band with all freshmen
 Sections 1b31, 32
 1b41, 42, 43
 6b31, 32
 6b41, 43
 April 24, Friday
 Seventh hour
 Campus Parade
- c. Third Battalion (less Company L)
 Companies I and K; sponsors
 $\frac{1}{2}$ Band with all freshmen
 Sections 1b51, 52
 1b61, 62
 6b52, 61, 62
 April 30, Thursday
 Fourth hour
 Campus Parade
- d. ROTC Regiment
 Band
 Sponsors
 All Sections
 Stoll Field:
 May 4, Monday, third hour
 May 7, Thursday, fourth hour
 May 13, Wednesday, fourth hour
 May 15, Friday, seventh hour
 May 20, Wednesday, 7:00 p.m.

On recommendation of the College of Commerce, the following new courses and course changes were approved:

Commerce 116 - Tax Auditing. 4 quarter hours (summer of 1942 only)

This course is designed primarily for persons employed in the tax departments of governmental bodies. It presents auditing principles and procedures as applied to tax examinations. Emphasis is placed upon detection of tax avoidance through non-disclosure or shifting of income, inflation of expense, inventory manipulation, and similar processes. Practical problems selected from actual tax audits will be considered. Prerequisite: consent of the instructor.

Commerce 120 - Property Tax Assessments with special reference to Kentucky

4 quarter hours (summer of 1942 only)

The course will involve three aspects. The first part will concern organization and staffing for assessment purposes. The second will deal with policy and legal basis of practice in Kentucky. The third and most important will involve analysis of the best appraisal and recording practice, the former for both private and public purposes. Prerequisite: Commerce 1 or public administration experience.

Commerce 114 - War Economics. 4 quarter hours (for the duration of the war).

A description and analytical study of the problems involved in the transition to a war economy. The necessity for planning, the peculiar problems connected with strategic materials, the difficulties of maximizing war production, war financing, price control, rationing, priorities, credit control, expert control and postwar reconstruction are examined. Prerequisite: Commerce 1.

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Commerce 101. Secretarial Office Practice. 2 quarter hours.

This course is designed to provide laboratory and office experience for senior secretarial students. A minimum of 48 hours of office experience under supervision is required. Prerequisites: Commerce 14a and 14b.

Commerce 108 Accounting Theory. 3 quarter hours. The function of accounting, asset valuation, recognition of revenue and expenses, and classification of equities will be studied with a view to presenting a coordinated body of accounting theory. Prerequisite: Commerce 106b.

Changes in Courses

Change name of Commerce 106 a and b, Advanced Accounting to Intermediate Accounting.

Change Commerce 206, Municipal Finance, to Commerce 206 a and b, 2 quarter hours each. Commerce 206a - City and county budget and related problems are studied in reports and seminar. Commerce 206b - City and county debt, purchasing, treasury, and revenue problems are studied in reports and seminar.

Drop Commerce 207, Literature of Public Finance. In its place

Add Commerce 207a and b. Problems in Public Finance. 2 quarter hours each. Depending on varying needs of public finance students from time to time, specific subject matter will be selected for study. Each student's report will indicate the class of problems intensively examined.

The following is the total list of courses in the College of Commerce as approved by the Faculty:

<u>Course</u>	<u>Quarter Hours</u>	<u>Course</u>	<u>Quarter Hours</u>
Commerce 1	5	Commerce 121	4
2	4	124	4
3	4	125	4
6	3	126	4
7a	6	127	4
7b	5	129	3
8	4	130	4
9	4	131	4
10	5	132a	3
11	3	132b	3
12	4	133	4
13a	4	134	4
13b	4	135	3
14a	4	136	3
14b	4	137	4
15	4	138	4

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<u>Course</u>	<u>Quarter Hours</u>	<u>Course</u>	<u>Quarter Hours</u>
Commerce 16a	1	Commerce 140	4
16b	1	142	2
17a	3	143	4
17b	3	144	4
101	2	145	4
102	4	147	2
103	4	148	2
104	4	149	4
105	4	150	3
106a	4	151	4
106b	4	152	2
107	4	153	3
108	3	154	4
109a	4	202a-f	1 each
109b	4	203	5
110	4	204	3
111	4	205	3
112a-f	1 each	206a-b	2 each
113	4	207a-b	2 each
115	4	208	4
116	4	209	4
117	4	210	2
118	4	211	4
119	4	215	4
120	4	216	2

On recommendation of the College of Arts and Sciences, the following new courses and changes in courses were approved:

1. Orientation Courses for Freshmen. These are to replace the old matriculation lectures and consist of class work in small groups for two quarters. The descriptions are as follows:

Orientation A. 1 quarter hour.

Required of all entering Arts and Sciences Freshmen. This course deals with the fundamental study skills such as use of time, reading problems and taking notes. Standardized tests will be given throughout the quarter to discover the deficiencies of the student. Class sections are determined on the basis of the student's fundamental interests. Each section is conducted by a different staff member who acts also as the student's adviser.

Orientation B. 1 quarter hour.

Required of All Arts and Sciences Freshmen. This course is a continuation of Orientation A and deals with those factors indirectly affecting success in college, such as health habits, vocational orientation, recreational orientation and social adjustment. The staff member conducting the section is also the faculty adviser for the students of his respective section. Prerequisite: Orientation A.

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The faculty further recommends that in calculating the teaching load of the participating faculty members, the above orientation courses be counted as equivalent to 2 quarter hours of teaching per quarter. As academic adviser, the participating faculty members are expected not only to help the student formulate their academic schedules, but also be available for consultation by the student throughout the quarter.

2. Combinations and Adaptations in Art Courses.Art 35 Ancient Art 4 quarter hours

The Arts in the ancient cultures of the Mediterranean and west-Asian worlds, from old Egypt and Chaldea through Greek and Roman times to Byzantium in the Sixth century A.D. Emphasis on Classic art. Illustrated lectures; conferences and reports.

Art 36 Medieval Art 4 quarter hours

The arts in relation to the Byzantium and Islamic cultures in the near East, and to the Latin and Germanic cultures in the West, during the early middle ages, and of Gothic art in France and northern Europe through the fifteenth century. Emphasis on Christian art. Illustrated lectures; conferences and reports.

Art 140 Renaissance Art 4 quarter hours

The arts of humanism in Renaissance Italy and in the North through the sixteenth century. Renaissance "form"; analyses of style; study of individual masters. Illustrated lectures; reports.

Art 141 Baroque Art 4 quarter hours

The arts of the Reformation and Counter-Reformation in Europe through the seventeenth century. Baroque "space"; analyses of Illustrated lectures; reports.

Art 142 Modern Art 4 quarter hours

The arts in Europe and American through the eighteenth and nineteenth centuries. Consideration of social changes and of scientific developments in relation to art. History and aesthetics; style revivals; individual artists. Illustrated lectures; reports.

Art 143 Contemporary Art 4 quarter hours

Studies in the arts of the twentieth century. Surveys and analyses. The relation of art to contemporary life. Space and time in modern art. The evolution of modern forms in architecture, sculpture, painting and design; developments in photography, the cinema, city planning, etc. Individual artists and their work. Prerequisite: Art 142

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Art 151 Criticism of Art 4 Quarter hours

Analyses; interpretations; evaluations. Specific arts, periods of art, styles of art are examined in the light of historical modes of criticism. Problems in criticism of contemporary art. Discussion and reports. For advanced students.

Prerequisites: Advanced studio courses; Art 142 and Art 143.

President Donovan requested that in making arrangements for the faculty for the summer quarter, the deans use their own faculties in as far as possible, rather than employ visiting instructors.

Mr. Peterson commented briefly on the matter of balancing the current budget. He stated that to date there had been no reduction in the number of requests being submitted and that many of them would have to be sent back to the respective officials for reconsideration. He recommended that an effort be made to reduce expenditures in extra help budgets. President Donovan stated that the condition of the budget had been brought to the attention of the Board of Trustees and that the Chairman of the Executive Committee had stated that the budget must be balanced.

The next meeting of the Faculty was scheduled for Friday, March 6.

Leo M. Chamberlain
Secretary

MINUTES OF THE FACULTY OF THE UNIVERSITY
December 15, 1942

The Faculty of the University met in the President's Office, Tuesday, December 15, 1942. President Donovan presided. Members present were Paul P. Boyd, Alvin E. Evans, W. D. Funkhouser, J. H. Graham, Frank D. Peterson, William S. Taylor, Edward Wiest, and Leo M. Chamberlain. Professor L. J. Horlacher was also present.

The minutes of November 27 were read and approved.

The Dean of the University presented to the Faculty a list of University organizations, together with the faculty adviser or other responsible person for each. The list had been prepared in accordance with the rule which calls for the faculty to arrange for faculty advisers, with a view to the proper enforcement of the rules regarding eligibility for participation in extra-curricular activities. The list was approved as presented.

The following calendar for 1943-44 was approved:

UNIVERSITY CALENDAR

1943-44