

MINUTES OF THE UNIVERSITY FACULTY OCTOBER 12, 1959

The University Faculty met in the Assembly Room of Lafferty Hall Monday, October 12, at 4:00 p. m. President Dickey presided. Members absent were: A. D. Albright, R. S. Allen*, Philip Austin, Leo M. Chamberlain, Carl Cone, Arthur L. Cooke, Herbert N. Drennon, Bernard Fitzgerald, Lee W. Gildart, Lyman V. Ginger, Wyatt M. Insko, Don R. Jacobson, Bernard D. Kern, L. L. Martin, H. A. Romanowitz*, G. W. Schneider*, M. Rodman Sullivan*, Lawrence Thompson, C. A. Walton, and Gilbert T. Webster*.

The minutes of June 12 and July 13 were read and approved.

Resolutions on the deaths of two University staff members were presented. Dr. Lee H. Townsend offered resolutions on the death of Mr. Howard Herman Jewett, and Dr. Stanley Wall presented resolutions for Mr. Ova Ellis Boggs. The Faculty approved a motion to include these resolutions in the minutes and to send copies to the respective families of the two men.

Mr. Ova Ellis Boggs, Area Agent in Rural Development was fatally injured in an automobile accident in Johnson County, Kentucky on June 23, 1959. He died one day later at the Paintsville Hospital from multiple fractures of legs, arms, concussion and injured kidney.

At the time of the accident he was riding with Mr. Claude Christian, County Agricultural Agent of Johnson County, who was also seriously injured. Their car was hit by a trailer truck which jack-knifed on a curve in the road during a rain storm.

Mr. Boggs was born on a mountain farm in Lawrence County, Kentucky. After attending a rural grade school he completed high school at Blaine, Kentucky. Having to walk a number of miles, he had to leave home in the morning before daylight and return after dark. After graduating from high school he enrolled at Morehead State College where he did such a good job and manifested such interest in agriculture that Prof. Henry Hagan arranged for his transfer to the University of Kentucky. He received his B. S. Degree in Agriculture in June 1952. He later did graduate work at both the University of Kentucky and Morehead State College. While in college he became a member of Farm House and Alpha Zeta Fraternities.

Upon graduation from the University of Kentucky Mr. Boggs became assistant agricultural agent in Morgan and later in Pike County. He became county Agricultural agent in Floyd county April 1, 1953 and served there until transferred to Morehead as Area Extension Agent in Rural Development on February 1, 1957. This job in Rural Development was a new and difficult assignment covering 12 counties and involved work with lay and agency people at county, area and state levels. On this job he showed excellent leadership ability and proved to be a friend and adviser to all with whom he worked.

* Absence explained

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Mr. Boggs was intensely interested not only in Rural Development but all phases of extension work. He was a member of Epsilon Sigma Phi professional fraternity and was continually working to improve his own effectiveness. He had the interest of the whole University in mind and never lost an opportunity to boost its program.

He was both aggressive and at the same time very patient and understanding with the agents and other people with whom he worked. He was truly loyal to the University and did much to buoy up the spirit and support of many others. He never thought of the hours involved but merely the job to be done and during all his ten years with the University he was helping his brothers and sisters with needed finance to obtain a college education.

It can truly be said that his life and determination to overcome hardships will be an inspiration to Extension workers and all others who knew him.

Therefore, be it resolved that these resolutions be approved by the Board of Trustees as an expression of its high regard for Mr. Ova Ellis Boggs and be it further resolved that they be spread upon the minutes of this meeting and that a copy be sent to his wife and parents.

Howard Herman Jewett was born October 25, 1884, at Celina, Ohio. Here his boyhood was spent and here he attended three years of high school. This was followed by one year in the Ohio Wesleyan Academy. He entered Ohio Wesleyan University in the fall of 1903 and received the Bachelor of Arts degree in 1907.

During 1907-08 he taught in the Urbana (Ohio) High School and in the Albion (Michigan) High School the following year (1908-09). In 1910 he received the Master of Arts degree from Ohio State University. This was followed by one year as Assistant Botanist on the staff of Maryland Agricultural College. He came to the University of Kentucky Agricultural Experiment Station on June 1, 1911, as Assistant Research Entomologist and remained here for the rest of his scientific career. He was promoted to Associate Research Entomologist on July 1, 1946, and retained this title until assuming change-of-work status on November 1, 1954.

Mr. Jewett, during his Kentucky career, worked in the general field of economic entomology but early began to devote considerable time to the study of tobacco insect pests. Although he worked on numerous problems, he was best known for his tobacco insect work. His published bibliography lists approximately 50 bulletins, circulars and papers on insects and their control. These titles show the diversity of his work.

He held membership in the following organizations: Entomological Society of America, American Association for the Advancement of Science (Fellow, 1928), Sigma Xi (President of the Kentucky Chapter, 1943-44).

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Kentucky Archaeology Society (President, 1943-44), Kentucky State Beekeepers Association (President, 1943), Kentucky Research Club and Kentucky Academy of Science. In 1949 he was President of the Tobacco Insect Council, an industry-wide group of entomologists working in the field of tobacco insect control.

Mr. Jewett had several hobbies which furnished him relaxation and enjoyment. He was an amateur archaeologist and derived much pleasure from his excursions to nearby areas in search of materials of interest in this field. He collected stamps and his collection was a proud possession. Mr. Jewett took pride in his garden, both vegetables and flowers, and was successful in these endeavours. He was a quiet individual, almost shy at times. He was a member of the Presbyterian Church.

Mr. Jewett passed away in the Good Samaritan Hospital, Lexington, on April 2, 1959. He is survived by his wife, whom he married in 1913. Interment was in the Lexington Cemetery on April 6, 1959.

Dean Shaver presented recommendations from the College of Engineering covering two new courses, which were approved by the University Faculty.

Chemical Engineering 112*, PROCESS CONTROL, 3 credits

The theory of automatic control devices and their application in industrial chemical plants. Two lectures and one laboratory per week. Prerequisite: Consent of instructor.

Chemical Engineering 115*, SPECIAL PROBLEMS IN CHEMICAL ENGINEERING
3 credits. Individual work on some selected problems in the field of Chemical Engineering. Prerequisite: Approval of the Head of the Department.

Dean Shaver also presented a recommendation from the Engineering Faculty that the "two drop" rule be set aside in the case of Lowell Gene Sturgill. He explained that Mr. Sturgill had spent too many hours in outside work in order to pay his school expenses but was now in a position to attend school without devoting so much time to outside work. The University Faculty voted approval of the readmission of Mr. Sturgill.

Dean Matthews presented recommendations from the College of Law covering new and dropped courses and changes in courses. He explained that through accident these recommendations had not been circularized to the Faculty and asked that the rule be waived and the recommendations approved. The Faculty voted approval of the recommendations from the College of Law.

To be dropped:

- Law 106a, b, Procedure I-II (2, 2)
- Law 123, Negotiable Instruments (3)
- Law 150, Public Utilities (2)
- Law 166, Sales (2)
- Law 173, Federal Jurisdiction and Procedure (2)
- Law 191a, b, Equity I-II (2, 2)

* New course number will replace this number

To be added

Law 106, Procedure (3 semester hours)

Common law forms, theory of the case, composition of pleadings, demurrer, aider, duplicity, traverses, pleas, motions; code and federal rule pleading; claims, answers, objection and correction of pleadings, parties, and joinders of actions.

Law 135, Commercial Law (4 semester hours)

The study of commercial law principles with special emphasis on the law of negotiable instruments and the law of sales, especially as governed by the Uniform Commercial Code.

Law 191, Equity (3 semester hours)

The traditional equity materials.

To be changed as to hours of credit:

Law 102b, Torts II: From 2 to 3 semester hours

Law 167, Administrative Law: From 2 to 3 semester hours

Law 180, Labor Law: From 2 to 3 semester hours

Dean Slone offered a recommendation from the Faculty of the College of Pharmacy that Mr. Samuel Jones Dawson be readmitted after being dropped a second time. He explained that Mr. Dawson had been handicapped while in the University by having to work many hours outside and had had to help care for an invalid father; that he was now in a position to attend school without outside work, and that if reinstated he would be given a chance at Alabama Polytechnic Institute. The University Faculty voted approval of the readmission to Mr. Dawson.

Dr. J. M. Carpenter, Chairman of the Faculty Committee on Elections, presented the report of the Committee.

1. Results of the election of University Faculty members in the fall of 1959 have been certified to the President of the University. The names of the newly elected members will appear on the official list of the faculty members prepared by the Secretary.
2. This year members were elected on the basis of the present provisions of the Governing Regulations of the University (1955, p. 8). Changes recommended to the University Faculty by the Committee on composition and role of the Faculty under the Chairmanship of Prof. W. L. Matthews, Jr. and referred to the Committee on revision of the Governing Regulations have not yet been acted upon by the Board of Trustees.
3. Ballots mailed to faculty members eligible to vote numbered 384 of which 318 (83%) were returned, indicating good faculty interest. Unsigned ballots numbered 4, and 4 came in too late to be legally counted.

The Elections Committee:

C. C. Erwin
Robert G. Lunde
Vernon A. Musselman

Douglas A. Schwartz
Roy E. Sigafus
John M. Carpenter,
Chairman

President Dickey read the names of the newly elected members and extended to them a welcome in the name of the University Faculty.

Literature, Philosophy and Arts

Five persons elected for three year terms expiring in 1962 are:

John Kuiper
William S. Ward
Hill Shine
Arthur L. Cooke
Emma Lou Lecky

Social Studies

The three persons elected for three year terms expiring in 1962 are:

John Reeves
Enno Kraehe
B. H. Wall

Biological Science

The four persons elected for three year terms expiring in 1962 are:

Ralph Weaver
Ralph Wiseman
Richard Blanton
C.E. Henrickson

Physical Science

The two persons elected for three year terms expiring in 1962 are:

William K. Plucknett
Tullio J. Pignani

The person elected to fill the unexpired term of Charles Barkenbus (deceased) whose term expired in 1960 is:

Bernard D. Kern

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The four persons elected for three year terms expiring in 1962 are:

Richard A. Chapman
C. Milton Coughenour
Robert W. Rudd
William G. Survant

Engineering

The three persons elected for three year terms expiring in 1962 are:

C. T. Maney
H. A. Romanowitz
C. P. Graves

R. A. Lauderdale was elected to fill out the term of C. B. Wooldridge (resigned) which expires in 1961.

Law

The person elected for a three year term expiring in 1962 is:

Miss Dorothy Salmon

Education

The person elected for a three year term expiring in 1962 is:

M. R. Trabue

Commerce

The two persons elected for a three year term expiring in 1962 are:

Wendell E. Beals
Rodman Sullivan

Pharmacy

The person elected for a three year term expiring in 1962 is:

Charles A. Walton

Dr. W. M. Carter, Chairman of the Rules Committee, submitted for the Committee the last part of a revision and recodification of the Rules of the University Faculty. The University Faculty approved the Committee's recommendations.

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The Committee on Rules is submitting the last part of a revision and recodification of the Rules of the University Faculty. Revision and recodification was requested by the 1956-57 University Faculty, and work was begun by the 1956-57 Committee on Rules.

Approval of the revisions has been made by the Faculty from time to time when presented by the Committee on Rules. On April 3, 1959 the Registrar circulated to the teaching faculty and research staff the Rules as then approved. This distribution was 18 pages in length and included Sections I through X.

Since that time Section XI, PHYSICAL EDUCATION, and Numbering of Courses under Section XII, MISCELLANEOUS, have been approved, as well as the admission requirements for the College of Nursing.

The enclosed material includes:

(1) Changes in Courses, Bulletin Boards, Use of University Buildings, and Catalog and Graduate Bulletin, the remaining items under Section XII, MISCELLANEOUS

(2) Glossary of Terms

(3) An Addition to the definition of I grades under Section IV, THE MARKING SYSTEM. (Page 6, April 3, 1959 Circulation)

These are the remaining items which need Faculty approval to complete the revision and recodification.

XI PHYSICAL EDUCATION

Two Credit hours in Physical Education (in addition to the minimum total of 128 hours) will be required of all undergraduate students except the following:

1. Students entering the University with junior classification or above, from University Centers or elsewhere.
2. Students who have successfully completed two semesters of physical education in another college or university.
3. Students who have passed their twenty-fifth (25) birthday prior to enrollment in the University of Kentucky.
4. Students who are excused from physical education by their Dean upon written recommendation of the University Physician.
5. Students who offer evidence of three months' service in the U. S. or Allied Military or Naval Forces. Such students, if veterans, should submit duly authenticated copies of their honorable discharge papers to the University Registrar; if military personnel, proof of position in good standing should be submitted to the University Registrar.

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XII MISCELLANEOUS

Numbering of Courses

Courses shall be numbered as follows:

- 001-099 - No credit and/ or non-degree courses.
- 100-199- Open to freshmen; gives undergraduate credit only.
- 200-299- Prerequisite sophomore classification; gives undergraduate credit only.
- 300-399- Prerequisite junior classification; gives undergraduate credit only.
- 400-499- Prerequisite junior classification; gives undergraduate credit and graduate credit for non-majors
- 500-599- Prerequisite junior classification; gives undergraduate and graduate credit.
- 600-799- Open only to graduate students.

Exceptions to the requirements for admission to courses may be made as follows:

1. Freshmen may be admitted to courses numbered between 200 and 499, and sophomore to courses numbered between 300 and 499, upon approval of the instructor and the dean of the student's college. Such approval shall be limited to students who have demonstrated superior ability or preparation.

2. Seniors with superior ability or preparation may be admitted to courses numbered between 600 and 799 upon approval by the instructor, the dean of the student's college and the dean of the Graduate School.

Courses may be approved for variable credits, e. g. (1-3), (2-6), etc.

Repeated registration in a course may be allowed if the course description carries the statement "May be repeated to a maximum of _____ credits".

A department may schedule an entire section in a course for fewer credits than the maximum authorized. In no case, however, may the total credits exceed the maximum number authorized for the course.

The Registrar is authorized to administer the installation and maintenance of a uniform numbering system in accordance with the Rules of the University Faculty.

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This numbering system is to become effective in the fall of 1960 and should appear in the 1959-60 issue of the General Catalog, the courses carrying dual designations. The number of times the Catalog is to carry the dual designation shall be determined by the Registrar.

CHANGES IN COURSES

All new curricula and courses and changes in curricula and courses shall be approved by the appropriate college faculty and by the University Faculty. Proposed new curricula and courses and proposed changes in curricula and courses shall be mimeographed and sent to each member of the University Faculty and to the head of each department at least ten days prior to the meeting at which consideration is requested. Objections to the approval of such curriculum or course additions or changes may be sent in writing to the President of the University before the meeting of the University Faculty at which consideration is requested. When an objection is filed, the request shall be referred by the President to a special committee of not fewer than five members of the University Staff which shall consider the issue involved and report to the University Faculty not later than the next regular meeting after the one at which the proposal would originally have been considered. The University Faculty shall hear the report of the special committee and take such action as it deems desirable.

The number of a course may be changed only by action of the University Faculty.

A change in the title of a course, which would imply a difference in the content, may be made only with the approval of the University Faculty. Minor changes in title not materially affecting the meaning may be made by the department head and dean. At the time such a change is made, notice of the change shall be given the Registrar, who shall refer doubtful cases to the College for recommendation to the University Faculty.

A change in the description of a course which alters its content materially may be made only with the approval of the University Faculty. Minor changes in the description which do not alter the content materially may be made by the department head and dean. At the time such change is made notice of the change shall be given the Registrar, who shall refer doubtful cases to the college for recommendation to the University Faculty.

Unless otherwise specifically provided, any course for which another is substituted, any course dropped, any course changed to another or replaced by another, or any course combined with or consolidated with one or more courses in order to make a new course shall be considered dead and may not be used unless reestablished by action of the University Faculty.

In courses presented to the University Faculty for approval the prerequisites shall be stated, and they shall be included in the catalog description.

BULLETIN BOARDS

All notices and advertisements, except those posted by members of the University Staff, must be approved by the Dean of Men.

USE OF UNIVERSITY BUILDINGS

Arrangements for use of a room in a University building for other than regular class purposes must be made in the office of the Vice President (Business Administration), or with a person designated by him, who shall in turn give necessary directions to the Division of Maintenance and Operations.

CATALOG AND GRADUATE BULLETIN

With respect to fees, curricula, specific requirements for degrees, and other matters not covered in the Regulations of the University or in the Rules of the University Faculty, the Catalog and the Graduate Bulletin shall govern.

GLOSSARY OF TERMS

ABSENCE Failure to be present for a scheduled class.

ACCREDITATION The designation of an educational institution as being of acceptable quality in criteria of excellence established by a recognized accrediting agency or association. A recognized accrediting agency or association is an organization that sets up criteria for judging the quality of training offered by educational institutions, determines the extent to which institutions meet these criteria, and issues a list of the institutions, courses, or educational programs found to be of acceptable quality. Agency is the designation usually given to the accrediting organizations that work in the professional and technical schools, and association is the usual designation for those that operate on a regional basis at the secondary and higher levels. Members voluntarily meet the criteria of membership as defined by the accrediting organization.

AUDITOR One who enrolls for informational instruction only. Regular attendance at class or classes is customary without other participation, and without credit.

CLASSIFICATION A student's status in respect to progress toward the completion of his curriculum--freshman, sophomore, junior, senior--usually based on the number of hours or courses to his credit at the time of registration.

CURRICULUM A series of courses required for a degree or diploma, or constituting a major field of study.

EXTENSION CLASS Any organized group of students, under the direct supervision of Extended Programs, but located off or away from the main campus of the University and not a part of the regular Center undergraduate program.

FULL-TIME STUDENT IN THE UNDERGRADUATE COLLEGES A student who is carrying a minimum of 12 credit hours during a semester or 6 credit hours during a summer term.

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GRADUATE SCHOOL The organizational unit of the University which offers an integrated program of advanced, specialized study beyond the bachelor's degree and usually toward a master's degree or doctorate.

PROFESSIONAL COLLEGE A College that admits students only after a year or more of some college work.

RESIDENCE REQUIREMENT A requirement for a degree which specifies the minimum period during which one must be registered on the main campus in order to qualify for a degree. Residence is intended to provide an adequate contact with the University and its faculty for each student who is awarded a degree.

UNDERGRADUATE COLLEGE A college that admits students as freshmen and gives a bachelor's degree.

UNIVERSITY CENTER An integral organizational unit of the University located away from the main campus for the purpose of providing appropriate programs of the parent institution.

SPECIAL EXAMINATION An examination taken for credit for material mastered outside of class.

I grades which are not removed within this time period shall be changed to E grades by the Registrar. (To be inserted on page 6 of the April 3, 1959 circulation).

Dr. Scherago, Chairman of the Schedule Committee presented a proposed calendar for 1960-61, which was approved by the Faculty.

Fall Semester

(All times Central Standard)

1960

- Aug. 20 Saturday-Last date to submit application and transcripts to Registrar's Office for admission to the Fall Semester, 1960-61.
- Sept. 18 Sunday-President's reception for new students.
- Sept. 19-24 Monday, 6:45 a.m. through Saturday, 11:00 a.m.-Faculty advising of all students not pre-classified.
- Sept. 26 Monday-Class work begins
- Oct. 1 Saturday-Last date one may enter an organized class for the Fall Semester.
- Oct. 6 Thursday-Last date one may drop a course without a grade.
- Oct. 7-8 Friday and Saturday-Last days for filing application for a January degree in College Dean's office.
- Oct. 15 Saturday-Last Date on which photographs will be taken for ID cards.
- Nov. 7 Monday-Mid-term grades due in Registrar's Office by 4:00 p.m.
- Nov. 24-28 Thursday, 7:00 a. m. to Monday, 7:00 a. m.-Thanksgiving holidays.
- Dec. 17 Saturday noon-Christmas holidays begin.

1961

- Jan. 3 Tuesday, 7:00 a. m.-Christmas holidays end
- Jan. 6 Friday-Last date to submit application and transcripts to Registrar's Office for admission to the Spring Semester, 1960-61.

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- Jan. 20-25 Friday through Wednesday-Final examinations
 Jan. 25 Wednesday- End of Fall Semester
 Jan. 28 Saturday-All grades due in Registrar's Office by 11:00 a.m.

Spring Semester

- Feb. 4 Saturday, 6:45 a.m.-Orientation activities for all new students.
 Feb. 6 Monday, 7:00 a.m. to 4:00 p.m.-Faculty advising of all students not pre-classified.
 Feb. 7 Tuesday-Class work begins.
 Feb. 13 Monday-Last date one may enter an organized class for the Spring Semester.
 Feb. 17 Friday-Last date one may drop a course without a grade.
 Feb. 20-21 Monday and Tuesday-Last days for filing application for a June degree in College Dean's office.
 Mar. 29 Wednesday-Mid-term grades due in Registrar's Office by 4:00 p.m.
 Apr. 1-10 Saturday noon through Monday 7:00 a.m.-Spring vacation.
 Apr. 22 Saturday-Correspondence and Extension grades for Seniors due in Registrar's Office by 11:00 a.m.
 May. 22 Monday-Last date to submit application and transcripts to Registrar's Office for admission to the 1961 Summer Session.
 May. 23-27 Tuesday through Saturday-Final examinations.
 May. 29 Monday, 4:00 p.m. End of Spring Semester.
 May. 30 Tuesday-Senior grades due in Registrar's Office by 4:00 p.m.
 June. 3 Saturday-All grades due in Registrar's Office by 11:00 a.m.
 June. 3 Saturday-Alumni Day.
 June. 4 Sunday-Baccalaureate Services.
 June. 5 Monday-Ninety-fourth Annual Commencement.
 June 13-17 Tuesday through Saturday- 4-H Club Week.

Summer Session 1961

- June 19 Monday-Orientation activities for all new students.
 June 20 Tuesday-Registration and classification of all new students.
 June 21 Wednesday-Class work begins.
 June 24 Saturday-Last date one may enter an organized class for the Summer Session.
 July 1 Saturday-Last date one may drop a course without a grade.
 July 4 Tuesday-Independence Day holiday.
 July 5-6 Wednesday and Thursday-Last days for filing applications for August degree in College Dean's office.
 Aug. 11 Friday-End of 1961 Summer Session.
 Aug. 14 Monday-All grades due in Registrar's Office by 3:00 p.m.
 Aug. 19 Saturday-Last date to submit application and transcripts to Registrar's Office for admission to the Fall Semester, 1961-62
 Sept. 17 Sunday-Opening of Fall Semester, 1961-62.

Fall Semester- 84 teaching days Spring Semester- 84 teaching days

Summer Session- 44 teaching days

Dr. E. E. Kraehe, Chairman of the special Committee on Admission Policy, presented a report from the Committee which after discussion and some amendment, was approved by the Faculty.

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I Background

The Committee originated in a resolution of the University Faculty adopted March 10, 1958, to appoint a committee "to study the whole question of admissions policy and problems of interpreting admissions policy."

II Scope

The Committee confined its efforts to the basic policies as described on page 16 of the General Catalog under the subtitle Resident Students. It did not directly consider such peripheral problems as out-of-state and special students, readmissions and transfers, and admission to particular colleges.

III Problem

The Committee is convinced that the University must inform the public more emphatically about (1) the nature and (2) the importance of sound preparation for college. The problem has become particularly acute in the past year, not only by virtue of heightened public interest in the quality of education, but also locally, because of the number of probationary students, especially since the adoption of our new probation policy.

To define the nature of sound preparation the Committee has drafted a description of what it believes the University should formally and emphatically state to be the most desirable type of high school preparation for the University. (See under Recommendations)

To dramatize the importance of sound preparation the Committee believes the time has come to adopt some modest entrance requirement in addition to the present stipulation of a high school diploma and 15 units of "acceptable high school work." Such a step would also correspond to a national trend among state universities.

Specifically, the Committee proposes two additional requirements: (1) recommendation of a student by his high school principal; and (2) presentation of the results of a University classification test. Students who score below the 25th percentile would come to the campus for an interview and possibly further tests unless unusual hardship would result, in which case special arrangements could be made.

Recommendation by the high school principal might tend to screen out students whose high school performance was very inferior. At the same time it would take full cognizance of local conditions and thus result in a degree of fairness not obtainable by such other possible requirements as prescribed curricula, high school grades, and rank in graduating class.

Regarding the University Classification Test, it should be noted that its function is guidance, not exclusion. In no case would a student be denied admittance because of his test score.

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IV Recommendations

We move that the following be substituted in the section entitled Resident Students on page 16 of the 1960-61 General Catalog to be effective for the fall semester of 1960:

It is the policy of the University to admit, with due regard for the prudent use of the public funds with which it has been entrusted, all who appear likely to benefit from a college education. The University expects only that applicants will have made a conscientious preparation for and show at least a minimal ability to do college work. Accordingly any applicant who is a graduate of an accredited high school will be admitted on certificate, provided:

1. that he has at least fifteen units of acceptable high school work and the recommendation of his high school principal, and
2. that he submit the results of a University Classification Test to the office of the Dean of Admissions. Those scoring below the 25th percentile must come to the campus accompanied if he is under 21 by a parent or guardian for an interview with the Dean of Admissions or his designate unless special arrangements are made.

Although the University does not at present require any particular pattern of high school courses, it strongly recommends the following program:

English, 3 or 4 units
 Algebra, Plane and Solid Geometry, and Trigonometry, $3\frac{1}{2}$ -4 units
 Social Studies, 2 or 3 units
 Foreign Languages, 3 units in one foreign language
 Science, 2 units

A unit represents the study of any subject for a school year of at least thirty-two weeks, with five recitation periods a week, each of at least forty-five minutes in length or the equivalent thereof. One unit is the minimum accepted in any foreign language and one-half unit the minimum in any other subject. (If the fifteen total units presented include shop, drawing, typewriting, or any other courses which demand no out-of-class preparation, double periods are required.)

Unfortunately the word unit, which is useful in suggesting proportions and in keeping records, is too likely to become quantitative, rather than qualitative, in significance. Therefore, the stress should consciously and constantly be placed upon the proficiency that the high school student has attained in each subject, rather than merely upon the number of credit hours (or amount of time) that he has spent in the subject. The following paragraphs suggest what is meant by proficiency in the various subjects.

During three years in high school English, the student should read with clear insight and comprehension some significant English and American prose writers and poets, and should write frequent expository essays of substantial length in a style that is both clear and correct. (Note: Effective expository writing requires gathering and digesting pertinent materials from books

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and from observation, organizing those materials so as to bring out their meanings, and presenting the whole essays in conventional grammar, spelling, punctuation, sentence structure, and paragraph structure.)

During two years in high school algebra, the student should learn the language of algebra, and should master the fundamental operations with algebraic numbers, special products and factoring, algebraic and graphic solutions of simultaneous linear and quadratic equations in one or two unknowns, the use of determinants in solving simultaneous first degree equations in two or three unknowns, ratio and proportion, arithmetic and geometric progressions, and the algebraic and graphic solutions of inequalities.

During one year in plane and solid geometry the high school student should further his concept of a mathematical system and of the necessity of postulates upon which such a system is based. The student should be able to investigate the validity of statements called theorems and should, by the use of a logically compounded indisputable argument brand a statement as true or false. Materials covered should include elementary constructions, properties of the class of geometric figures called polygons, and the concepts of locus and three dimensions.

During three years of social studies, the student should gain understanding of some of the most significant developments in the culture of the western world: ideas, tendencies, events, and persons, in their times and places. This preparation should include some main features of ancient, medieval, modern European, and American civilizations.

During three years in one foreign language, the high school student should read, with clear comprehension of ideas and with understandable pronunciation of language, several writings of significant authors in the chosen language.

During two years in science, the high school student should become acquainted with some fundamental principles and methodologies and if possible gain laboratory experience in biology, chemistry, or physics.

Students admitted to the University without the above-indicated competencies will probably be unable to complete the requirements for a bachelor's degree in the usual eight semesters.

The Faculty adjourned at 5:40 p.m.

Charles F. Elton,
Secretary