

Minutes of the University Faculty - January 9, 1942

work completed at Monmouth for the ordinary course work which would have been completed in the College of Engineering, division of electrical engineering, at the University of Kentucky.

Dean Wiest reported the case of a student who had completed fourteen of thirty lessons in a correspondence course carrying three credits and asked whether the student should receive credit since he had now volunteered for the armed forces. President Donovan ruled that without objection the same general rule which applied to regular work at the University of Kentucky would apply in the case of correspondence courses.

Dean Evans called attention to the fact that there would have to be some kind of form provided which would give proof that men who have withdrawn from the University to enter the service actually have been admitted into the armed forces.

Dean Hill distributed copies of civilian defense air raid regulations to each dean present and suggested that each dean, probably in consultation with the comptroller, designate some portion of each building to be known as the air raid refuge, that while no real air raid is expected yet there may be drills for such purposes and the University of Kentucky should be ready for them.

Dean Graham reported that one member of his faculty had been sent to a conference in New York City covering the question of offering air raid courses as a part of the defense training now being offered.

Scott Rumberlain
Secretary

MINUTES OF THE UNIVERSITY FACULTY
January 17, 1942

The University Faculty met in the President's Office Saturday, January 17, 1942, with President Donovan presiding. Members in attendance were J. E. Adams, Paul P. Boyd, Thomas P. Cooper, Alvin E. Evans, W. D. Funkhouser, J. H. Graham, Henry H. Hill, Frank D. Peterson, W. S. Taylor, and Edward Wiest.

With one minor change, the minutes of January 9 were approved as read.

The primary purpose of the meeting was to consider a tentative statement of the University program for cooperation in the total war effort of the United States. The Faculty considered at length and in detail the tentative statement prepared by President Donovan and Dean Hill. The program was finally adopted in the following form:

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"THE PROGRAM OF THE UNIVERSITY OF KENTUCKY
FOR COOPERATING IN THE TOTAL WAR EFFORT OF THE UNITED STATES

Policies

I. It is the declared policy of the University of Kentucky, adopted unanimously by the University Faculty, to cooperate to the fullest degree with the plans of the federal government and the armed forces for the prosecution of the war and the inauguration and study of post-war planning. To this purpose the University of Kentucky pledges the support of the entire staff.

II. The University of Kentucky believes with national leaders that in the present emergency retention of fundamental values - for example, civil rights, health, recreation, education, spiritual development - becomes increasingly important. In contrast such luxuries as long vacations and business as usual must be eliminated and the ordinary pace of education, government, and civic life must be quickened. The goal of the University of Kentucky is therefore to provide a greater educational effort by both faculty and students without unnecessarily sacrificing the morale building values of recreation, athletics, and social life.

III. Every American will make his contribution to the total war effort but obviously youth only can man the high powered machinery of modern war. Courage and bravery America has never lacked but more is needed. Today trained youth educated in mathematics, the sciences, engineering and other essential arts and sciences of technology constitute the greatest asset in the nation's reserve of man power.

The University has made and will continue to make extensive contributions of leadership in the fields of agriculture, homemaking, engineering, teaching, law and commerce, as well as in the arts and sciences, and in the strengthening and enrichment of civilian life throughout the state and nation through alumni, faculty and students. Perhaps an even greater contribution of the University of Kentucky to the total war effort of the nation will be through providing a continual and ever increasing flow of young man power equipped to serve most effectively the armed forces and other equally essential agencies. To do this the program of the University must be accelerated without essential sacrifice of quantity or quality of education. It is therefore the declared policy of the University to provide by appropriate changes that all entering freshman students may complete the regular university course in three years and that the opportunity to shorten the time necessary be extended to all upperclassmen.

It is fitting that the reasons for such a program be stated. First, the program is in the interests of young men and young women who by securing as much university training as possible will be better able to serve the nation when their country later requires them for the total war program. In the second place, such a program meets the desires of the leaders of the government and the army and the navy who want 'the minimum disruption possible' to the institutions of higher learning but who must have the trained youth of the

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colleges as rapidly as possible. In the third place, the universities and colleges will through this program be able better to serve the national need and at the same time preserve those values of higher education for which they were established and which constitute one of the essential cornerstones of democratic society.

Implementation

To implement the policies of the University of Kentucky with regard to the war effort certain changes in organization and administration as well as in curriculum and instruction become necessary. In part these changes are a matter of emphasis and may be readily de-emphasized at the time of cessation of the war effort. Perhaps in larger part they represent changes which are regarded by many educational leaders as sound at any time but which the war effort makes especially appropriate now.

1. Effective June 1942 the University of Kentucky adopts the quarter system in lieu of the present semester system. The quarter system fits naturally into the present emergency, providing shorter cycles of completed courses, permitting students to enter the armed services with a minimum loss of training and facilitating the offering of special courses now or later. The quarter system has been used successfully for a long period of years by many institutions of higher learning both large and small.

Students may attend three quarters annually and finish in the normal four years but by attending all four quarters may finish in three years. For the period of the emergency the University advises young men and women to remain in the University four quarters per year for the purpose of enabling them to graduate in three years. Under the quarter system for the first time the Reserve Officers' Training Corps will be maintained during the summer of 1942.

2. The University Faculty will serve through the emergency as an all-embracing War Committee. From time to time it will set up other committees to plan and execute programs it deems essential and desirable in gearing the University into the total war effort of the nation.

3. The University will establish at once an Information Center. This Center will be under the direction of a carefully selected committee. It will provide for the study and discussion of immediate and post-war problems. The headquarters of this Center will be in the Library where a carefully selected library of books and pamphlets will be assembled on our war aims and objectives and the aims of the peace. This committee will direct forums and other discussion groups on the campus of the University with a view of helping our students to understand and be well informed about world affairs and our relation to them. The radio will be used by the committee in interpreting desirable information to the public.

4. The University Defense Council for Men has been active for more than a year. It will be enlarged so that an informed staff member may be on duty practically all the time to answer questions about

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registration, reporting for the draft, deferments and other problems which the young men of the University have and on which they need advice. The committee will furnish information on opportunities in the different branches of the service and how young men may qualify for the various services. Its work will deal primarily with military affairs as they relate to the men on the college campus.

5. The University Defense Council for Women will continue to study and direct the war activities of women students. It will continue to provide forums, classes in first aid and home nursing, and to offer in all possible ways opportunities for women to participate in the war effort.

6. The University urges all of its staff and student members to cooperate in programs of building civilian morale, in supporting the Red Cross, in purchasing government stamps and bonds and in all other programs of the government to provide a successful all-out war effort.

7. The University will grant any member of the permanent faculty who enters the services of the armed forces a leave of absence for the duration of the war.

8. The emphasis on the correction of physical defects and the strengthening of health and character generally will be continued and further encouraged and promoted by the University.

9. The University will continue to insist on high standards of work and accomplishments by both faculty and students with no diminishing of effort during the critical period.

10. During the war period the recreation of students and faculty and the general social program of the University will not be neglected but social events will be relatively simple and inexpensive.

11. The deans, personnel officers, assistant deans, heads of departments, professors, advisers, and sponsors will continue to give advice and counsel to individual students on their personal problems. Their office doors will be open to all students who desire to come for guidance and students will be encouraged to talk over their problems with the proper officials.

12. As part of a continual effort to interpret war aims and problems the University will arrange for assemblies and convocations for all students.

13. The University will plan the wisest possible use of all its material and human resources to the end that every assistance be given to the accelerated program of education on the campus and to the nation's war effort. Economy in the use of laboratory materials, supplies, light and all other materials basic to the war effort will be practiced.

14. The University of Kentucky offers to the government the use of its plant including laboratory facilities and its entire physical

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resources for providing for the special training of instruction of groups of the armed forces or other trainees closely associated with the armed forces who may from time to time be sent here. The services of the faculties of the six colleges and of the Graduate School are offered to the government to provide instruction and training for such groups."

One of the major changes provided for in the above program was the adoption of the quarter system as of June, 1942. There was considerable discussion of the implications of this administrative change. President Donovan distributed to members of the Faculty the following suggestions relating to the change from the semester to the quarter system.

- I. Each quarter should be approximately $11\frac{1}{2}$ - 12 weeks.
- II. The calendar for the year should be determined immediately.
- III. Registration should be confined, if possible, to one day for each quarter, and examinations should not consume more than two days.
- IV. Members of the faculty now employed on a twelve months' salary basis should be continued on that basis. They are not to receive an additional honorarium for teaching in the summer quarter. The summer school teaching load will be regarded as a part of their responsibility. If they are entitled to an increase in salary, it should be made on the basic salary, and not an honorarium for summer school teaching.
- V. Members of the faculty who are now on a ten months' contract should be continued for the present on the same basis. Teaching in the summer quarter will be by invitation to this group of faculty members.
- VI. When a faculty member is invited to teach in the summer quarter he will receive two months' additional salary at the same rate that he has been paid for the remainder of the year. If he teaches one term of the summer quarter he will receive one month's salary. If it is desirable to increase the salary of a faculty member, the increase should be on the basic salary.
- VII. Deans of the various colleges may be able to arrange for certain faculty members to teach during the summer quarter of the year and take vacations in other quarters. Such arrangements will help to distribute the financial load and to economize on teaching time.

Other problems arising from this change were mentioned and discussed. The most immediate need appeared to be for the adoption of a year calendar. A committee, composed of Henry H. Hill, P. P. Boyd, W. S. Taylor, and Leo M. Chamberlain, was appointed to prepare a tentative calendar to be submitted to the Faculty. The meeting of this committee was set for 2 p.m., Monday, January 19, and the next meeting of the Faculty for 4 p.m., Friday, January 23.

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Announcement was made of the special conference of college administrators, to be held on Wednesday, January 21, at 10 a.m., under the auspices of the Kentucky Association of Colleges and Secondary Schools.

The Faculty discussed briefly the procedure that had been followed recently in the appointment of the Graduate Faculty.

Leona Chamberlain
Secretary

MINUTES OF THE UNIVERSITY FACULTY
January 23, 1942

The University Faculty met in the President's Office Friday, January 23, 1942, with President Donovan presiding. Members attending were J. E. Adams, Paul P. Boyd, Thomas P. Cooper, Alvin E. Evans, W. D. Funkhouser, W. E. Freeman, Henry H. Hill, Frank D. Peterson, W. S. Taylor, Edward Wiest.

The minutes of January 17 were read and approved.

The special committee appointed to prepare a corrected University calendar for the remainder of this school year and the summer of 1942, and a proposed calendar for 1942-43, submitted its report for the consideration of the Faculty. After careful consideration of the proposed calendar, particularly the opening and closing dates, the two calendars were adopted as they appear below:

CORRECTED UNIVERSITY CALENDAR
1941-1942Second Semester

1942

April 3-6	Friday 8 a.m. to Monday 8 a.m. - Easter Vacation
April 7	Tuesday - Meeting of Board of Trustees
May 20	Wednesday evening - Military graduation exercises
May 21-28	Thursday to Thursday - Final examinations
May 28	Thursday - Baccalaureate Services
May 28	Thursday - Meeting of Board of Trustees
May 29	Friday - Seventy-Fifth Annual Commencement
June 1-6	Monday to Saturday - Junior Club Week