

Minutes of the University Faculty - August 20, 1941

Candidates for the Degree of Master of Science  
in Education

Name	Address
Henry Reed Evans	Raceland
Wendell Elihu Howard	Ewing
Fannie Wallace Porter	Louisa
Adele Rice	Livingston
Winnie Flora Sinclair	Campbellsville

Candidate for the Degree of Doctor of Philosophy

Name	Major Subject	Address
Gladys Myra Gray	History	Eastbank, W. Va.

*Leo M. Chamberlain*  
Acting Secretary

MINUTES OF THE UNIVERSITY FACULTY  
September 24, 1941

The University Faculty met in the President's Office on Wednesday, September 24, at 4 p.m., President Donovan presiding. Members in attendance were Jesse E. Adams, Paul P. Boyd, Thomas P. Cooper, A. E. Evans, W. D. Funkhouser, James H. Graham, Henry H. Hill, Frank D. Peterson, W. S. Taylor, and Edward Wiest.

Dean Henry H. Hill served as temporary Secretary. The minutes of August 20, 1941, were read and approved. On recommendation of President Donovan, Registrar Leo M. Chamberlain was appointed Secretary of the University Faculty. Following this action, Mr. Chamberlain came into the meeting.

The following statement was read to the University Faculty by President Donovan:

"You are aware of the great responsibilities the Board of Trustees has placed on this group of men designated as the Faculty of the University. The planning and the administration of the future program of the University is committed very largely to us. We must display wisdom, vision, courage and understanding in our actions. In considering the problems that will from time to time come before us, I hope we shall think of the University as a whole, and not primarily of this or that college. This group should consider always the general welfare of the University.

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There will be some criticism of the composition of this body. It will be charged that we are administrators and that we do not adequately represent the teachers of the University. The plan will be criticised as undemocratic. Let us be prepared to meet these criticisms by practicing democratic procedures in the administration of our colleges. That will be the best answer we can give to such criticism. We should invite and encourage constructive criticism from members of our faculties. They have many contributions to make.

At this time I have one statement of policy which I should like to make. In recent years urgent demands for the extension of services on the University have greatly exceeded our financial resources for meeting these services. The pressure has been so great and the services so desirable that the expansions have frequently been made. From my study and observation since coming to the University I am persuaded that this expansion has been to a degree at the expense of the faculty, staff and other employees. A part of this expansion has been at the insistence of faculty and staff members who have unwittingly kept their own salaries down. It is my opinion that we should for the present consolidate our gains of the past decade, build up all the departments and agencies we have established, restore as far as it is desirable the salaries that were cut, advance in salary many of the men brought into the institution during the depression, restore physical equipment that has been worn out or neglected and recondition some of our old buildings before extending our program farther. When these things are done and a standard is reached that is acceptable to us we should then extend the services of the University to new fields. To this policy there may have to be exceptions but the exceptions should be rare and they should be made only after careful deliberations by the faculty of the University. It is my hope that the Deans of the Colleges will be in agreement with this policy and that they will help hold in restraint efforts to expand the activities of the University until there are funds available for new services.

At the time of my appointment as President of the University the Board of Trustees created a new position, that of Dean of the University. This is a position that some of the older and larger universities established a number of years ago. The Trustees have told us that they created the position for the purpose of relieving the President of many of the details of administration and to give him more time for public relations and some leisure to plan and think through the problems of the University. I am grateful to the Board for establishing this office.

The Dean of the University was given general supervision of the office of Dean of Men, Dean of Women, the Registrar and of the personnel of the Library. I have requested the Department of the University Extension to report to him. The Dean of

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the University is expected to appoint all committees, with the approval of the President, which relate to the activities of the University as a whole or the activities of two or more colleges of the University. He is to be ex-officio member of all committees so appointed.

I am requesting the Dean of the University to serve as Acting President whenever the President is absent from the campus. I consider this new position as an extension of the office of the President established for the purpose of expediting the work of the University and to be of greater personal service to the Deans of the Colleges and other officials of the University.

The Dean of the University will have many contacts with you and I shall appreciate your cooperation with him. I plan to ask him to do many things and to make many studies that relate to the University and often to your colleges. He has already made a study of our salary situation at the University. I have requested him to integrate the personnel program of the University, to study class size, analyze the curriculum to see if there are duplicate courses or courses that are no longer needed, to plan our convocation programs and to preside over them, and numerous other studies and surveys that should result in improving the quality of our University.

With this group I anticipate anticipate many happy associations as we plan for the future of the University."

President Donovan called upon Dean Hill to report on the appointment of University committees. Dean Hill stated that he had studied the personnel and functions of the various existing committees, and that the following appointments had been made:

FACULTY COMMITTEES\*

Accredited Relations - Paul P. Boyd, Leo M. Chamberlain, Alvin E. Evans, W. D. Funkhouser, W. S. Taylor, Edward Wiest.

Auditing Committee for Student Enterprises - H. H. Downing, Robert Haun, D. H. Peak.

Commencement Exercises - A. E. Bigge, Jane Haselden, E. B. Farris, Alexander Capurso, Leo M. Chamberlain, Mrs. Leo M. Chamberlain, Howard Donnelly, R. D. McIntyre, A. J. Olney, Mrs. Walter A. Price, Edward W. Rannels, Mrs. Ethel Smoot Rix, Officers of the Senior Class.

Insurance - Edward Wiest, L. H. McCain, President H. L. Donovan, Alvin E. Evans, E. Z. Palmer, Frank D. Peterson.

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\*The first named member of each committee is the chairman. The Dean of the University is ex officio a member of each committee.

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Grants in Aid - D. V. Terrell, S. A. Boles, T. T. Jones, D. H. Peak, Bernie Shively.

Library - George K. Brady, T. D. Clark, C. S. Crouse, John Kuiper, J. W. Martin, Edward Tuthill.

Music - W. E. Freeman, Alexander Capurso, R. D. Haun, John Kuiper, C. A. Lampert, Mildred Lewis, R. D. McIntyre.

Rules - Paul P. Boyd, Leo M. Chamberlain, W. E. Freeman, L. J. Horlacher, Frank H. Randall, W. S. Taylor, Edward Wiest.

Scholarship and Attendance - Paul P. Boyd, Sarah B. Holmes, Leo M. Chamberlain, Alvin E. Evans, W. E. Freeman, L. J. Horlacher, T. T. Jones, W. S. Taylor, Edward Wiest.

Haggin Fund Publications - Frank L. McVey, W. D. Funkhouser, Edward Wiest, E. F. Farquhar.

Schedule of Classes - Leo M. Chamberlain, Marshall Ketchum, W. L. Roberts, Maurice Seay, L. J. Horlacher, D. V. Terrell, A. E. Bigge, Amry Vandenbosch, A. C. McFarlan, M. Scherago.

University Defense Council - W. S. Webb, A. E. Evans, C. C. Carpenter, C. S. Crouse, George Roberts, J. E. Adams, Alberta Server.

Defense Activities for Women - Sarah B. Holmes, J. S. Chambers, Howard Donnelly, J. W. May, Kathleen Shedd.

Foreign Students Committee - A. E. Bigge, Sarah B. Holmes, J. Huntley Dupre, Hobart Ryland.

## STUDENT-FACULTY COMMITTEES\*

Student Standards - Margaret Ratliff, John Kuiper, Sarah B. Holmes, T. T. Jones. The first two mentioned are appointed by the President to be approved by the Student Government Association.

Finance Committee - H. H. Downing, C. C. Carpenter, Frank D. Peterson.

Social Committee - T. T. Jones, Sarah B. Holmes, William S. Ward, L. J. Horlacher, Margaret Lester.

Student Publications Committee - Neil Plummer, Frank D. Peterson, Gayle Starnes.

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\*All committees of the Student Government Association have students as chairmen. The Student Welfare Committee and the Liaison Board have faculty members who are elected by the Student Government Association.

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In connection with the report on University committees, the Faculty considered briefly the place of the Curriculum Committee. While no official action was taken, it seemed to be the opinion of the Faculty that if continued, the Curriculum Committee could serve only in an advisory capacity as the University Faculty is charged with the responsibility for approval or disapproval of courses recommended to it by the various colleges.

The Faculty next considered the question of a revision of existing University rules in terms of the new University organization and the general need for such a revision. After due consideration of this problem and some discussion of the place of the Rules Committee in the past administration of the University, the Faculty voted that the matter of a revision of the rules be referred to the Rules Committee, this Committee to report to the Faculty. It was pointed out by President Donovan that the University would continue to operate under existing rules, to the extent that they are consistent with the new organization, until the work of the Rules Committee has been completed and passed on by the Faculty.

On recommendation of President Donovan, the Faculty considered the matter of the frequency and time of its meetings. The Faculty voted to meet once a month regularly and on call by the President of the University. The date of the regular meetings was set for the second Friday of each month at 4 p.m.

Dean Hill reported to the Faculty on the matter of granting credit for courses offered under the Civil Aeronautics Authority. He presented the recommendations of Colonel Donnelly and the comments of instructors and others who had been associated with this work. The Faculty voted to approve the primary course for four hours of credit, with the matters of number, title, description, and allocation left to the Dean of the University, the Deans of the Colleges involved, and the Registrar. It was understood that the approval of credit was to be retroactive, covering all students who had previously completed the work.

The program of Engineering Defense training, in its broadened aspects, was outlined to the Faculty by Dean Graham. He discussed the scope and character of the work hitherto conducted at the University, and pointed out that during the past year the courses, while primarily in engineering, had to some extent carried into the fields of physics and chemistry. In view of the fact that the Government is encouraging a somewhat broader program, covering industrial management and other areas relating to engineering, Dean Graham suggested that the cooperative relations might be extended to include work in the College of Commerce and in the Department of Bacteriology. He pointed out that the courses do not involve credit. The Faculty voted that approval be given to defense courses in engineering, science and management, under sponsorship of the Federal Government, these courses to be offered without credit.

On recommendation of the Music Department and the College of Arts and Sciences, approval was voted by the Faculty for the University Band to make the following trips, with the understanding that the University is not itself in any way financially obligated:

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The V.P.I.-Kentucky football game, Louisville, Saturday, September 27 - the Band to leave after the 7th hour on Friday, September 26.

The Xavier-Kentucky game at Cincinnati, on October 18 - the Band to leave the campus at 8 o'clock on the morning of that day.

The Alabama-Kentucky game, at Tuscaloosa, on Saturday, November 1 - the Band to leave on Friday morning, October 31.

Dean Boyd presented to the Faculty a petition from Carlton M. Davis to be permitted to complete the final two credits of the Arts requirement for the combined arts-law degree, by correspondence. President Donovan ruled that under the University reorganization, a decision on this matter was within the jurisdiction of the College of Arts and Sciences.

Subject to the approval of the Arts and Sciences Faculty, the University Faculty voted approval of Chemistry 49a, a special course for nurses, for four credits instead of three credits as previously authorized. This course is operating this semester as a four-credit course, under authorization of the President.

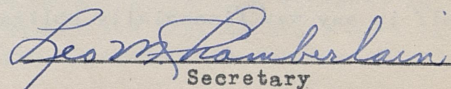
On recommendation of the College of Arts and Sciences, Music 203, Choral Literature and Technique, 2 credits, was authorized to be offered during the regular school year. It had previously been approved for the summer session only.

On recommendation of the College of Education, the Faculty voted to authorize the offering of Education 252 during the regular school year. It too had previously been approved for the summer session only.

The Faculty voted its approval of a new course in the College of Law - Law 182, Military Law and Defense Legislation. This course is now being offered under authorization of the President of the University.

Dean Boyd presented to the Faculty a request from John Lewis to have his status changed from that of a special student to a regular student, so that he might graduate with the degree of B.S. in Music without doing the 30 hours of extra work that would be required of him under the existing rules regarding special students. This request was referred to the Dean of the University and the Registrar, who are to make a recommendation to the University Faculty.

The Faculty heard four requests of students to have added to their summer schedules courses which they had attended but in which they had not officially enrolled. The Faculty voted that these cases and others of a similar character should be passed upon by the Dean of the University, the Registrar, and the Dean of the College involved.

  
Secretary