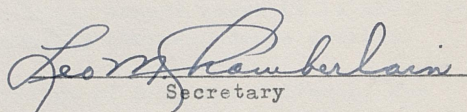


Minutes of the Faculty of the University - January 22, 1943

"All students who complete requirements for graduation by June, 1943, may be graduated by satisfying the quarter-hour equivalent of the previous semester-hour requirement. For students graduating in Industrial Chemistry, this privilege is extended to June, 1944".

This action was taken in order to allow for adjustment of difficulties arising out of the transition from the semester to the quarter system.

President Donovan discussed with the Faculty the question of the proper time for making out the budget for the fiscal year beginning July 1, 1943. He pointed out that it had been customary to prepare the budget early in the year for submission to the Board of Trustees in April. This year, however, the University has little definite information about the number of students, either regular or military, that may be in attendance during the coming year. As a consequence the administration can estimate with only the greatest difficulty the amount of revenue to be derived from fees or contracts with the Government. It appeared desirable, therefore, in view of the fact that there was no legal requirement that the budget be adopted in April, to postpone the preparation of the budget until later, with the idea that it would be presented to the Board of Trustees in June instead of April. It was the opinion of the Faculty that the preparation of the budget should be postponed in accordance with this suggestion by the President.


Secretary

MINUTES OF THE FACULTY OF THE UNIVERSITY
February 23, 1943

The Faculty of the University met in the President's Office Tuesday, February 23, 1943. President Donovan presided. Members present were Paul P. Boyd, Thomas P. Cooper, Alvin E. Evans, W. D. Funkhouser, Frank D. Peterson, W. S. Taylor, Edward Wiest, and Leo M. Chamberlain. Dean Holmes, Dean Jones, Assistant Dean Terrell, and Colonel Brewer, also attended the meeting.

The minutes of January 22 were read and approved.

The Faculty considered the question of credit for students in the Air Corps Reserve who were currently being called into active service. On motion and second, the Faculty voted that those students who would have completed requirements for degrees at the end of the current quarter, and who could have received full credit for all courses in which they are passing on March 3

Minutes of the Faculty of the University - February 23, 1943

under the existing rule, should be allowed full credit in all courses they are passing at the time of withdrawal, in order that they might be allowed to complete the requirements for their degrees as of the close of the quarter. The students allowed this privilege were as follows:

In the College of Agriculture: J. W. Poe
Earl Scherffius
Marion Roberts

In the College of Education: Robert R. Mahan
Walter Clay Gunnell, Jr.

It was agreed that the cases of all other students called into active service as aviation cadets should be governed by the existing rule with respect to credit upon entrance to military service, unless some leeway is allowed the individual student as a result of a special petition. The following students were permitted to receive half credit for the courses in which they are passing this quarter, although withdrawing slightly in advance of the required six-weeks' period ending on February 17:

William W. Oliver
William T. Hockensmith
Thomas J. Weaver
W. H. Colbert
W. F. Johnstone
W. A. Parsons

Joseph F. McGinnis was allowed full credit for the courses in which he is passing this quarter, on the basis of his withdrawal to enter active service on March 1. This date is two days prior to the close of the required eight weeks' period.

The following two students were allowed credit as indicated for courses they were passing at the time of withdrawal during the fall quarter, although they were not actually inducted into military service until somewhat beyond the ten days minimum period provided for in the rule:

George Talley Bailey - full credit
Calvin B. Smart - half credit

On recommendation of Dean Boyd, the petition of David Marcus was approved. Mr. Marcus was asking that he be allowed to complete the requirements for the combined Arts-Law degree with $9\frac{1}{2}$ weeks less than the required amount of residence in the Law College. Mr. Marcus also will lack 13 hours of credit at the close of the winter quarter. He expects to complete this by special examinations.

On recommendation of the College of Arts and Sciences, Social Work 140, Principles of Social Group Work, originally approved only for the summer quarter, was approved for the regular year as well.

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

I. Change of courses:

(1) Reduce number of quarter hours of Commerce 7a, Principles of Accounting, from 6 to 5.

(2) Some revision in Commerce 9, Business Organization, to include elements of internal organization and functions of the business unit. The description to be as follows: "A course designed to introduce students to the field of business. The relation of the business unit to the economic system; the internal organization of business firms of different types and in varied industries; description of the major functions of departments of a business unit; the relation of government to business and governmental regulation of monopoly and other undesirable commercial practices. 4 quarter hours.

(3) Change in description (but no change in content) of Commerce 145, Office Management, to read as follows: This course is concerned with the theories and principles underlying all office administration, including office planning, scheduling of work, time and motion studies, procedures, supervision of employees, correspondence supervision, equipment, supplies, layout and planning of office routines, re-training, promotion, and salary schedules. Problems associated with the various types of offices will be given attention.

II New courses:

Commerce 18, Filing: The general principles, procedures, and systems of filing including sufficient practice with laboratory sets to develop facility and skill, constitute the content of this course. Emphasis will be placed upon filing in business and government offices, with a view to preparing file clerks for such offices. 2 quarter hours.

Commerce 19, Office Appliances. Because of the increased emphasis upon the mechanization of office work, this course is designed to prepare students for office positions where dictating, duplicating, and addressing machines, and similar appliances are used. Sufficient practice will be given to develop skill in the operation and care of such equipment. 2 quarter hours. Prerequisite: Com. 17a or its equivalent.

Minutes of the Faculty of the University - February 23, 1943

Commerce 155, Industrial Relation. Historical development of industrial relations; the economic implication of job analysis, recruitment, selection and training for industry; wages, hours, promotion and health policies; employee representation, collective bargaining, established policies, practices and procedures under the law; union-management cooperation, building morale; the public service. 4 quarter hours.

Commerce 156, Business Reports. This course is designed to provide a knowledge of various types of business reports. Major emphasis will be placed upon sources of data, compilation and arrangement of data, documentation, bibliographies, and effective presentation of reports. Problems will be assigned in the various areas of interest. 3 quarter hours.

- III Change requirements in General-Business Curriculum as follows:
- (1) Eliminate Commerce 110, Business Cycles
 - (2) Reduce General Psychology requirement from 9 to 5 quarter hours, which requires substituting Psychology 10 for Psychology 2a,b and c.
 - (3) A minimum requirement in statistics of any course in statistics.
 - (4) Reduce hours in Mathematics of Finance from 5 to 4 quarter hours.
- IV In the Industrial-Administration Curriculum change requirement in statistics to conform with the requirement in General-Business Curriculum; and add Commerce 155, Industrial Relations.
- V. In the Combined Commerce-Law Curriculum change the statistics requirement to agree with requirement in the General-Business Curriculum. Same for Psychology.
- VI In the Secretarial Curriculum the addition of a few required courses is recommended. The entire list of required courses for this curriculum as recommended is as follows:

English 1a and 1b
 Commerce 2, Economic History of Europe
 Commerce 13a and b, Secretarial Practice,
 Shorthand
 Commerce 17a and b, Secretarial Practice,
 Typewriting
 Foreign Language or Mathematics 17, College
 Algebra

Commerce 9, Business Organization
 Hygiene 1, Personal and Community Health
 Foreign Language or Mathematics 15,
 Mathematics of Finance
 Military Science 1a, 1b and 1c
 Physical Education
 Commerce 3, Economic History of U.S.,
 or Economic Geography 8 or 12
 History 4b, Modern Europe Since the
 French Revolution

Commerce 1, Principles of Economics
 Commerce 7a and 7b, Principles of Accounting
 Commerce 14a and 14b, Advanced Secretarial
 Practice
 Political Science 51, American Government
 Military Science 6a, b, and c.
 Commerce 10, Principles of Marketing
 Biological or Physical Science
 Psychology 10, Introduction to Psychology
 Commerce 117, Corporation Finance
 Commerce 151, Secretarial Statistics
 English 30, Business English
 Commerce 105, Money and Banking
 Philosophy 21, Introduction to Philosophy,
 or 51, Ethics
 Commerce 19, Filing
 Commerce 6, Secretarial Accounting
 Commerce 11, Salesmanship
 Commerce 109a, Business Law
 Commerce 104, Public Finance or Commerce
 105b, Business Law
 Commerce 101, Secretarial Office Practice
 Commerce 156, Business Reports
 Commerce 20, Office Appliances
 Commerce 145, Office Management

VII A Business-Management Curriculum to be set up as below.

Freshmen and sophomore years same as the General-Business
 Curriculum.
 In addition:

English 30, Business English
 Commerce 117, Corporation Finance
 Commerce 102, Labor Problems
 Commerce 118, Cost Accounting
 Commerce 106, Money and Banking
 Commerce 119, Retail Merchandising; or
 Commerce 135, Adv. Marketing; or Commerce
 136, Sales Management.

Minutes of the Faculty of the University - February 23, 1943

Commerce 131, Investments; or Commerce 154,
 Urban Real Estate
 Psychology 112, Personnel Administration
 Commerce 104, Public Finance
 Commerce 109a and b, Business Law
 Commerce 137, Problems in Management
 Commerce 143, Life Insurance; or Commerce 144,
 Property and Casualty Insurance
 Commerce 145, Office Management
 Commerce 155, Industrial Relations
 Electives including 16 quarter hours in
 Commerce

Suggested electives; Commerce 103, Transportation,
 Commerce 130, Labor Legislation, Political
 Science 177a, Principles of Public Admin-
 istration.

VIII A Marketing and Advertising Curriculum to be set up as below:

Freshman and sophomore years same as General-Business
 Curriculum
 In addition:

Commerce 117, Corporation Finance
 Journalism 21, Etymology, or elective in English
 English 30, Business English
 Psychology 5, Psychology of Advertising
 and Selling
 Commerce 11, Salesmanship
 Commerce 105, Money and Banking
 Commerce 135, Advanced Marketing
 Commerce 119, Retail Merchandising
 Commerce 136, Sales Management
 Commerce 109a and b, Business Law
 Commerce 104, Public Finance
 Commerce 140, Advertising Campaigns
 Commerce 149, Market Analysis

Electives including two courses from list below:

Journalism 115, Advertising Typography
 and Layout
 Art 29, Advertising Art
 Commerce 137, Problems in Management
 Commerce 138, Investigation of Business
 Problems
 Commerce 143, Life Insurance
 Commerce 144, Property and Casualty Insurance
 Commerce 145, Office Management
 Commerce 153, Economics of Consumption
 Commerce 154, Urban Real Estate

Minutes of the Faculty of the University - February 23, 1943

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

"Many state universities have found that over half of the students entering the freshman class failed to pursue their work long enough to secure a degree. In some of our institutions of higher education over fifty per cent drop out before the end of the sophomore year. In the University of Kentucky fifty-two per cent leave before completing four years of college work. There are a number of reasons why students drop out of college. Lack of ability, poor preparation for college work, indifference, failure, and financial difficulties are the principal causes for student elimination from college.

To meet this serious problem a number of our better universities have organized junior divisions, or some other plan designed to hold a larger proportion of the entering freshmen. Some of these programs have been highly successful. Progressive institutions everywhere are concerned about this high rate of student mortality, and many of them are at work on plans to improve present practices. It appears to me to be desirable at this time for the University of Kentucky to make a very thorough study of this problem of student elimination, especially at the freshman and sophomore levels. When students enter the University and are compelled to drop out for one cause or another, they frequently leave with a feeling of frustration and failure and sometimes a bitterness toward the institution. These students often succeed fairly well in their vocations, but some of them remain hostile to the University throughout their lives. With a view of attempting to improve conditions at the University of Kentucky, I am requesting you to authorize the president to appoint a committee to make a study of what other universities have done to solve the problems of that great group of students who are annually eliminated from the University. This committee should be especially charged with the responsibility of making a study of the junior divisions that have been set up in other universities, and after it has made a thorough analysis of the best practices prevailing in this country, the committee will be requested to make recommendations to the faculty of the University for its consideration."

The Faculty voted approval of the statement and of the recommendation and authorized the President to appoint the committee recommended. The following persons were named to the Committee: M. M. White, Chairman, Maurice F. Seay, A. J. Lawrence, L. J. Horlacher, Roy Moreland, J. S. Horine, and Leo M. Chamberlain.

At the request of President Donovan, Colonel Brewer reported on a meeting held for the Fifth Corps Area at Columbus, Ohio, at which he heard outlined the policies and regulations to be observed in schools that are to participate in the new training program of the U.S. Army. The Faculty discussed at some length the various problems that should

Minutes of the Faculty of the University - February 23, 1943

be anticipated, and the tasks that would have to be performed in connection with the assignment of soldiers to the University of Kentucky. It appeared probable that the University would receive the first allotment of approximately 400 soldiers on March 20.

On recommendation of Dean W. D. Funkhouser, Faculty Representative of the Southeastern Conference, the admission to the University of the following two students was approved: Marvin Siegel and Frank Smotherman.

The following resolutions with respect to Professor McHenry Rhoads, prepared by Dean Taylor, were approved by the Faculty:

"Dr. McHenry Rhoads died January 16, 1943. Few men have lived more fully the life span allotted to them. He lived all of the eighty-four years and six months of his life in Kentucky, the state of his birth. Born in Muhlenberg County, he acquired his early education in the common schools near his home, received his baccalaureate degree from West Kentucky College in South Carrollton, Kentucky, in 1880, his Master of Arts degree from Hartford College in 1884, and his Master of Philosophy degree from this same institution in 1887. The degree of Doctor of Laws was conferred on him by Georgetown College in 1924, while he was serving as State Superintendent of Public Instruction.

Dr. Rhoads' long career in education in Kentucky is varied and distinguished. He was a teacher in Hartford College from 1880 to 1890. Editor of the Hartford Herald from 1885 to 1891, superintendent of schools in Frankfort from 1891 to 1900; superintendent of schools in Owensboro from 1900 to 1911, professor of secondary education at the University of Kentucky and high school supervisor from 1911 to 1923, and he served as Superintendent of Public Instruction from 1924 to 1928. After his term as state superintendent, he returned to the University where he again took up his duties as professor of education. In 1929 Dr. Rhoads undertook an extensive piece of research in school legislation in Kentucky. The volume which he completed is not on file in the Library of the University.

Few men in Kentucky have been more zealous in their efforts in behalf of education than Dr. Rhoads. He was a staunch advocate of compulsory education, an earnest supporter of adequate salaries for teachers, and had great faith in the ability of public education to raise the level of learning and good conduct of all the citizens of the state. His belief that public education was the foundation of democracy was almost a religion with him. To the building of the public school system in Kentucky he devoted the full measure of his energy and ability for more than half a century.

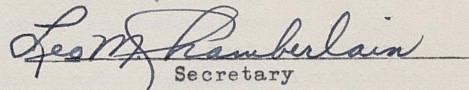
Minutes of the Faculty of the University - February 23, 1943

Dr. McHenry Rhoads had four great loves - his family, his church, and his profession. With his passing, his family has lost a loving and devoted father, his state has lost a great citizen, his church a loyal member, and his profession a distinguished leader. In particular, the University of Kentucky, to which he devoted thirty-five years of service, feels keenly the loss of a capable teacher and a valued counselor.

It is recommended that these resolutions be made a part of the minutes of the Faculty of the University of Kentucky and that copies of them be sent to the family."

On recommendation of the College of Arts and Sciences, the Faculty approved a request that the credit for Zoology 106, Embryology, be 6 quarter hours rather than 5 quarter hours. It appeared that an error had been made when the course was formerly presented.

President Donovan suggested to the Faculty that it might be desirable to have a convocation near the close of the quarter, with a view to honoring the large number of men students who will be required to withdraw at the end of that period to enter military service. He stated that tentative plans call for the convocation to be held on March 12. The Faculty expressed approval of this idea.


Secretary

Minutes of the Faculty of the University - March 9, 1943

The Faculty of the University met in the President's Office Tuesday, March 9, 1943. President Donovan presided. Members attending were Paul P. Boyd, Thomas P. Cooper, Alvin E. Evans, Frank D. Peterson, Wm. S. Taylor, Edward Wiest, and Leo M. Chamberlain. Assistant Dean D. V. Terrell also attended the meeting.

The minutes of February 23 were read and approved.

The Faculty heard a brief report of the program contemplated for the Friday convocation honoring the men who are to leave at the