

MINUTES OF THE MEETING OF THE FACULTY SENATE OF THE UNIVERSITY OF ARIZONA
Monday, May 2, 1949, Room 101, Law Building

The regular monthly meeting of the Faculty Senate convened at 3:40 on Monday, May second, in Room 101, Law Building. Vice President Nugent, presided, with twenty-five members present.

The minutes of the Senate meeting of April fourth were approved.

STUDENT BODY ASSEMBLIES, REQUEST FOR: Dr. Nugent explained that Mr. Fred Snyder, newly elected President of the Student Body for the 1949-50 term, desired to appear before the Senate to present a plan of student body assemblies. On motion by Dean Andersen with a second by Dean Lyons, the Senate voted its willingness to have Mr. Snyder present the plan in person.

When Mr. Snyder appeared, he read from a general statement, copies of which were to be distributed to members of the Senate. The President of the Student Body explained that the assembly plan to be submitted for the approval of the Senate included a total of eight assemblies with four each semester, exclusive of the fall Mothers' and Dads' Day Assembly and the annual Women's Day Assembly scheduled for the spring. The request would emphasize the need of scheduling assemblies with the excuse of classes at the 8:40, 9:40, and 10:40 hours. The 11:40 hour was not desirable because of conflict with the luncheon period, as few students are on campus at that time. Mr. Snyder asked that the Senate at this time approve the first three assemblies of the year with the provision that approval of the remaining five be subject to review of the program after the third assembly.

Note: On motion by Dr. Barr with a second by Dr. Solve, the Senate voted to proceed with consideration of the report of the Senate Committee on Registration at this point; and action on the request for assemblies was withheld until later in the meeting. See below.

COMMENCEMENT PROGRAM, ADJUSTMENTS IN: While waiting for the appearance of Mr. Snyder, the Student Body President Elect, Dr. Nugent called attention to a letter received by President McCormick from Professor Picard, Chairman of the Special Occasions Committee, suggesting certain adjustments in the commencement program. These included elimination of the flag ceremony and the playing of The Star Spangled Banner at the opening of the program, and the elimination of the practice of having the individual student receive his diploma from the President.

In his reply President McCormick approved the elimination of the flag ceremony and reported that the plan of awarding degrees had been referred to the Advisory Council. Professor Picard explained that the Special Occasions Committee feels that commencement exercises should be shortened by one method or another and that last year the Committee of Eleven favored such an adjustment as was proposed. Dr. Nugent read the recommendations of the Advisory Council as follows: "To terminate the practice of presenting individual students to the President to receive diplomas following formal awarding of degrees and to approve that diplomas be handed to the degree candidate as the student enters the stadium."

On motion by Dr. Haury with a second by Dr. Pistor, the Senate voted approval of the above recommendations. (It was understood that the above change affected only candidates for the bachelor's degree.)

REGISTRATION, REPORT OF SENATE COMMITTEE ON: Dean Clarson presented the report of the Senate Committee on Registration. He explained that the report had been prepared last summer and referred to the Advisory Council in the fall. He added that because the Faculty Senate was not available prior to the opening of the fall semester, proposals for the fall registration were presented to the Advisory Council where formal action had been taken. The committee report with a statement of the action by the Advisory Council was as follows:

"Report

At the first meeting of the Faculty Senate, President McCormick, by unanimous action of the Senate, appointed a committee to meet with a committee appointed by the President of the Student Body, Morris Udall, to study the possibility of improving the University procedure in registration. The committees were composed of the following:

Student Body: Ray Barnett, Virginia Grose, Bill Howse,
Kenneth LaGrange, and Read Carlock (Chairman).

Faculty Senate: E. S. Borgquist, Arnold Condon, Laurence Gray,
C. Z. Leshner, and J. W. Clarson, Jr. (Chairman).

In pursuance of its assignment the Committee secured sample registration material from 42 colleges and universities out of 58 requests. This material was looked over by the chairman and then referred to the Registrar for further consideration and analysis. It was discovered that practices elsewhere were essentially similar to ours, but that each institution had its own peculiar problems. Our problems seem to stem from the fact of an unprecedentedly large enrollment.

Problems

The problems enumerated by the student committee were the following:

1. Improving and expediting the issuance of registration material.
2. Simplification of the process of approval of courses and programs. This was listed as the chief complexity.
3. Simplification of the registration forms and the elimination of possibly needless cards.
4. Furnishing the instructor with lists of students entitled to take his courses.
5. Facilitating the securing of books and supplies.

A copy of these problems was sent to each member of the Senate Committee, and in mid-December a joint meeting of the Senate and Student committees was held. Out of this meeting the following remedial procedures were suggested:

1. Pass out registration material at least one week in advance of registration. Estimated time saved on registration day, $4\frac{1}{2}$ hours.
2. Eliminate repetitious form-filling. For old students prior registration cards would give essential general information. Estimated time saved, one hour.

3. Eliminate the necessity for upper-division veterans to get clearances from P.E. and R.O.T.C.
4. Eliminate the necessity of clearance through the Dean of Men or the Dean of Women.
5. Have numbered signs showing the order and the type of procedure.
6. Have registration in Bear Down Gym. Have all advisers assembled here.
7. Give each student a bookstore number when he registers. Have bookstore post list of hours and days when certain groups of numbers can be served.
8. Segregate civilians and G. I.'s in bookstore lines.
9. Use additional competent help during registration.
10. Expedite G. I. and Rehab. registration by having enough lines.

Subsequently the following recommendations came from the Committee of Eleven:

1. Register seniors and juniors first so that advanced students needing particular classes to graduate would get first chance at them.
2. Have one simplified complete form, containing all information for registration, that could be photographed and distributed to all the necessary offices requiring a record. It might require some expensive equipment and trained help, but at least the information contained upon one form would be uniform and not full of blank space and errors -- the natural outcome of exasperated students, weary with writing the same information again and again and again."

These problems and recommendations may be summarized in the following questions:

1. How may the issuance of registration materials be expedited?
2. To what extent can the biographical data required of students be curtailed?
3. What should be the order in which students should be registered?
4. How can the necessary peregrinations of the students be minimized?
5. How can an instructor know what students officially constitute his classes?

To the above questions the following answers were brought out:

1. (a) Issue registration material a week in advance.
(b) Provide as many competent distributors as are necessary to accommodate the students in a reasonable time.
2. Distribute photographic copies of one complete card to all interested persons.

3. (a) Register juniors and seniors first.
- (b) Register freshmen and sophomores first.
4. (a) Provide a system of well-informed competent advisers who would have complete responsibility for the programs of students assigned to them.
- (b) Issue class cards at a central place, the number of cards for any course to be determined by the facilities available.
- (c) Have the registration as heretofore in one centralized place--the Men's gymnasium.
5. An instructor's class is composed officially of those students who present properly authenticated class cards.

Results

Because of the unavailability of the Faculty Senate prior to the opening of the fall semester, proposals for the fall registration were presented by the Registrar (a member of the committee) to the Advisory Council. Announcements of these proposals were sent to the deans in advance. These proposals embodied to some extent the procedures approved by the joint committee, as follows:

1. (a) Advance issuance of registration material to those that wanted it.
- (b) At the time of registration provide ten lines for registration material in the east dining hall.
2. Adopt the system of advisers as described on page 3, above.
3. Have class cards issued at a single centralized place.

There was considerable objection on the part of some members of the Council to the early issuance of registration material because of the pressure that might be brought upon instructors to sign cards ahead of time. A compromise was to issue material the afternoon prior to registration.

The system of advisers was vigorously opposed and ultimately rejected as being impracticable.

The proposal to issue class cards at a centralized place was rejected because it seemed that some departments had to determine priorities in registration and because sectioning seemed to involve difficulties not easily cared for under a plan of centralized distribution.

No remedy for the repetitious writing of biographical data and programs seemed available.

There was, therefore, in the fall registration, little improvement over previous practices. The introduction of IBM cards, which will ultimately facilitate statistical analysis, involved the writing of an additional sheet of information.

It is the judgment of the committee that with staff co-operation further improvement is entirely possible."

Dean Clarson explained that subsequent to the submission of the report which had been available to the Senate since early in the year, Professor F. E. Thomas of the College of Law had submitted a letter to Dean MacCready explaining the possible use of a fingerprinting system in the solution of various problems. It was Professor Thomas' opinion that a fingerprinting system could be required in connection with registration of students. Dean MacCready explained that the question had been raised particularly in connection with the problem of thefts in campus dormitories.

Another problem reported by Dean Clarson was that of a need for checking class registrations under the present system of having students give their class cards directly to instructors. It has happened that some students have failed to file all of these cards. In one case particularly a student with held most of the class cards and failed to attend classes as indicated by the schedule approved by the Dean of the College. It was suggested that in order to avoid this difficulty a class list be prepared by the instructors at the time the class cards are issued by the departments to students.

Dr. Roy suggested that the report be returned to the committee for definite suggestions in the light of developments this year. Professor Borgquist expressed the opinion that the University needs some definite and concrete action in the direction of adjusting and improving registration methods. Mr. Leshar reviewed the several items proposed by the committee and emphasized particularly by the students, including the request to have registration materials issued one week prior to registration, to have class cards issued from a central location, to eliminate some of the many forms used, and to eliminate long lines. He explained that some improvement had been made this year in eliminating lines and that in general there were no unduly long waits. An effort was being made to eliminate the necessity of completing a large number of blank forms by use of the I.B.M. system, but it would not be possible to make this adjustment until the University could afford the full quota of I.B.M. equipment. He explained that the advisory Council had discouraged early issue of registration materials and the centralization of the distribution of class cards. It was his feeling, however, that in general the registration system as in effect this year was not too cumbersome and could be compared favorably with systems used elsewhere.

Dr. Caldwell explained that she customarily keeps a record of class enrollments as registration proceeds. It is desirable, in her opinion, to have an opportunity to check personally with students; and it was helpful to have registration approvals given in the departmental office. This position is supported by Dr. Solve.

On motion by Professor Borgquist with a second by Dr. Houghton, the Senate voted to discharge the Committee on Registration with an expression of appreciation for its work and to refer the matter to a new committee for review and recommendations.

Dean Harvill raised the question as to when the new committee would make its study and report and whether this would be done during the present semester or in the summer. On motion by Dr. Houghton with a second by Dr. Haury, the Senate voted that the new Committee on Registration would report this spring.

STUDENT ASSEMBLIES, CONSIDERATION OF: Dr. Fistor moved with a second by Dean Andersen that the Senate approve three trial assemblies in addition to Mother's and Dad's

Day Assembly in the first semester of 1949-50.

Mr. Leshner reminded the Senate that University enrollment would doubtless increase next fall and that there would be a total of nearly 6,000 students in residence. He suggested that the University had outgrown the policy of allowing student assemblies with the excuse of classes just as it had outgrown the practice of having seniors receive their diplomas at the hands of the President.

Professor Borgquist moved, with a second by Dr. Barr, to amend the motion by limiting the approval of student assemblies to late afternoon or evening hours in consideration of the continuing increases in student enrollments, with the provision that this limitation would not apply to the Mother's and Dad's Day Assembly in the fall or to the Women's Day Assembly in the spring.

Dean Slonaker spoke in favor of the request submitted by Mr. Snyder and explained that other institutions allowed student assemblies. It was his judgment that students would not respond to assemblies in late afternoon or evening hours, but that on the other hand such assemblies were valuable in the organization and support of general student body activities. The question being called for, the Senate voted the adoption of the amendment. On motion by Professor Borgquist, with a second by Dr. Barr, the original motion as amended was adopted. (As revised on May 16)

KURATH, ELECTION OF SUCCESSOR TO PROFESSOR: Dr. Nugent explained that it would be necessary for the Senate to elect a successor to the late Professor William Kurath, whose death occurred March ninth. A report from the Committee on Elections submitted at the request of the Senate indicated that L. R. Gray, M. R. Schneck, and H. F. Tate, were tied for the position next in order in the last election of Senate members.

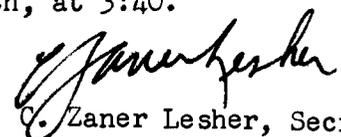
On motion by Dr. Roy with a second by Dr. Solve, the Senate voted to ballot on the three members of the faculty reported by the Election Committee with provision that a plurality of votes would govern. Dr. Houghton and Dr. W.H. Brown were appointed as tellers and after a check of the ballots reported that Dr. M.M.R. Schneck had been elected to succeed Professor Kurath.

ADJUSTMENT OF CLASS HONORS: The following statement being a report of the action taken by the Advisory Council was approved by the Senate on motion by Mr. Leshner with a second by Dr. Solve.

"Dean Harvill pointed out certain difficulties arising from the present regulations governing the award of class honors, especially in connection with the case of a student who might have completed thirty or more units of credit in two consecutive semesters with honor grades without falling in any particular class group. It was suggested that this situation be remedied by providing for the award of honors in such cases; and on motion, the Council voted to establish the policy of awarding honors for the year to those students who complete thirty or more units in two consecutive semesters with the required grade average and who do not fall within any one class group for this full period.

NOTE: If this policy is approved by the Senate, it would be in order eventually to add a statement in the catalog under "Class Honors" on Page 74 somewhat as follows: 'The student who completes two consecutive semesters with at least thirty units of work and attains the required grade average but who does not fall within any one class group during this full period may be awarded honors for the year.'"

SPECIAL MEETING: On motion by Dr. Pistor with a second by Dean Chapman, the Senate voted to hold a special meeting on Monday, March sixteenth, at 3:40.


C. Zaner Leshner, Secretary