

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

The Board of Trustees

OFFICE OF THE SECRETARY

70

September 29, 1913.

Dear Dr. Judson:-

I may be meddling with affairs which do not concern me, but I notice that the statutes ought to be changed in order to be in harmony with new conditions, especially with reference to the office of the Registrar, the Examiner and Recorder. It may not be necessary to change this before the Register goes to press, but you may want to at least consider the matter. According to the statutes on Page 12 of the Register of 1912, other bodies than the trustees must pass on the statutes.

Very truly yours,

J. Dickerson
Secretary.

President Harry P. Judson,
President's Office.

The University of Chicago
The Board of Trustees

September 29, 1913.

Dear Mr. Johnson:-

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Secretary.

President Harry P. Johnson,
President's Office.

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

The Board of Trustees

-2-

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of recommending changes of the present Statute 14
to the Board of Trustees. No one but the Board of
Dear Mr. Dickerson:-

Yours of the 29th inst. is at
hand. No further action of the Board I think is
needed with regard to the statutes.

1. The office of University Registrar was
discontinued. That in itself works to repeal the
whole of Statute 10. The Register goes to press.

2. The office of the University Examiner was
merged in that of University Recorder. That serves
to unite Statutes 8 and 9. The title "University
Examiner" should be stricken out and the union of the
two statutes edited.

This will involve a renumbering of the statutes.
If you will again read the matter at the bottom of
page 12 of the last Annual Register I think you will
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Mr. J. S. Dickerson,

The University of Chicago

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Secretary.

President Harry P. Johnson,
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Mr. J. S. Dickerson, Secretary of the Board of Trustees

Chicago, Illinois

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Mr. J. S. Dickerson,
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PROPOSED REVISION ON THE STATUTES OF THE UNIVERSITY

(Based on Edition of March, 1924)

4-7-24

Page 23

1. The University includes four Divisions: the Schools and Colleges; the University Extension; the University Libraries, Laboratories, Clinics, Museums and Hospitals; the University Press.
2. a) The Divinity School, the Graduate School of Arts and Literature, the Ogden Graduate School of Science, the Graduate Schools of Medicine including the Graduate School of Medicine of the Ogden Graduate School of Science, Rush Medical College and the Rush Post-Graduate School of Medicine, the School of Education, the Law School, the School of Commerce and Administration, the Graduate School of Social Service Administration.
4. The University Libraries, Laboratories, ^{Clinics,} Museums, and Hospitals include the General Library and all departmental libraries, the Laboratories and Clinics of the University, the General Museum and all special museums, and the University Hospitals.

Page 24

6. (New) The University Hospitals include the Albert Merritt Billings Memorial Hospital, and the Epstein Dispensary.

Page 25

10. (Old 9) Deans.--The Dean of Faculties co-operates with the President in matters pertaining to the educational administration of the University. The Graduate School of Arts and Literature, the Ogden Graduate School of Science, the Colleges of Arts, Literature and Science, the Divinity School, the Law School, the School of Education, the School of Commerce and Administration, the University College, Rush Medical College, and the Rush Post-Graduate School of Medicine, have each at least one Dean. There is also a Dean of Women, and there is in the Ogden Graduate School of Science a Dean of Medical Students. Each Dean supervises in general the administration in his school or college, under the direction of the President, meeting personally the students and advising with them as to their courses of study.
11. (Old 10) Directors.--The University Libraries, the Laboratories, the Museums, the School of Education, the Observatory, the Department of Physical Culture and Athletics, and the administration of the University Hospitals are each under the general charge of a Director.
12. (old 11) The Members of the University Faculties are classified as follows: the Professor, the Associate Professor, the Assistant Professor, the Instructor, the Associate, the Assistant, and the Fellow. In the Schools of Medicine there are, in addition to the above, the Clinical Professor, the Associate Clinical Professor, the Assistant Clinical Professor, the Clinical Instructor, the Clinical Associate, and the Clinical Assistant. The tenure of office of assistant professor is four years; of instructors, three years; of associates, two years; of assistants and

REPORT ON THE PROGRESS OF THE WORK

During the year 1900

1900-1901

Page 1

The following table shows the progress of the work during the year 1900-1901. The figures are given in thousands of pounds.

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fellows, one year; of clinical professors and of associate clinical professors, three years, of assistant clinical professor and of clinical instructors, two years; and of clinical associates and clinical assistants, one year. Any of the above may, at the discretion of the University, be appointed for a shorter period than above stated. At the end of the term of appointment the connection with the University of the clinical professor, associate clinical professor, assistant professor, assistant clinical professor, instructor, clinical instructor, associate, clinical associate, assistant, clinical assistant, or fellow ceases unless he be reappointed. All officers of instruction and government are subject to removal for inadequate performance of duty or for misconduct.

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ARTICLE I

THE UNIVERSITY RULING BODIES

The University Ruling Bodies shall consist of:

The University Senate
The General Administrative Board
The Faculty of the Graduate School of Arts and Literature
The Faculty of the Ogden Graduate School of Science
The Faculty of the Divinity School
The Faculty of the Law School
The Faculty of the School of Commerce and Administration
The Faculty of the Graduate School of Social Service Administration
The Faculty of the Graduate School of Medicine of the Ogden Graduate School of Science
The Faculty of Rush Medical College
The Faculty of the Rush Post-Graduate School of Medicine
The Faculty of the Colleges of Arts, Literature, and Science
The Faculty of the College of Education
The University Boards
The University Commissions

ARTICLE III

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THE UNIVERSITY SENATE

Section 1, Constitution. - The Senate shall consist of

- a) The President
- b) The Dean of Faculties
- c) All Professors of full rank in the University
- d) Clinical Professors serving as Chairmen of departments

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ARTICLE IV

Section 1. b) The Dean of the Colleges of Arts, Literature, and Science, the Deans of all Schools and Colleges whose Faculties are constituted by this statute, the Dean of Medical Students, the Director of University Extension, the Dean of Women, the University Examiner, the Director of the University Hospitals, and the Secretary to the President.

ARTICLE V

The Faculties of the Graduate School of Arts and Literature, of the Ogden Graduate School of Science, and of the Graduate School of Medicine of the Ogden Graduate School of Science.

Section 1. c) The Dean of the Graduate School of Arts and Literature, the Dean of the Ogden Graduate School of Science, the Dean of Medical Students, the Dean of Women, and the Examiners of Colleges.

Section 2. Jurisdiction and powers.--The Graduate Faculties shall have control of the work in the Graduate Schools and of recommending candidates for the degrees of A.M., S.M., M.D., and Ph. D., with the jurisdiction and powers defined in Art. II, secs. 2 and 3. Unless special meetings are separately called, the Graduate Faculties meet and act together as a single body.

Section 3. The Separate Graduate Faculties.--

a) The President, the Dean of Faculties, the Dean of the Graduate School of Arts and Literature, and members of the Graduate Faculties constituted as in sec. 1, above, substantially half of whose work is in the Graduate School of Arts and Literature, shall be members of the Faculty of that School.

b) The President, the Dean of Faculties, the Dean of the Ogden Graduate School of Science, the Dean of Medical Students, and members of the Graduate Faculties substantially half of whose work is in the Ogden Graduate School of Science, shall be members of the Faculty of that School.

c) The President, the Dean of Faculties, the Dean of the Ogden Graduate School of Science, the Dean of Medical Students, the Director of University Hospitals, and members of the Faculty of the Ogden Graduate School of Science substantially half of whose work is in the ~~Ogden~~ Graduate School of Medicine, shall be members of the Faculty of the Graduate School of Medicine. The President may appoint a Vice-Chairman of this body.

ARTICLE VI (New)

The Faculty of Rush Medical College
The Faculty of the Rush Post-Graduate School of Medicine

Part I The Faculty of Rush Medical College

Section 1. Constitution: The Faculty shall consist of

- a) The President of the University
- b) The Dean of Faculties
- c) The Dean of the College
- d) The Chairmen of Departments in the College
- e) Officers of instruction in the college as defined under Art. II, sec. 1, a

Section 2. Jurisdiction and Powers.--The Faculty shall have control of work in Rush Medical College and of recommending its students to Graduate Faculties for admission to candidacy for the Master's degree, and the degrees of Doctor of Medicine and Philosophy, and for those degrees, with the jurisdiction and powers defined in Art. II, secs. 2 and 3.

Part II The Faculty of the Rush Post-Graduate School of Medicine.

Section 1. Constitution: The Faculty shall consist of

- a) The President of the University
- b) The Dean of Faculties
- c) The Dean of the School
- d) The Chairmen of Departments in the School
- e) Those members of the Faculty of Rush Medical College, substantially half of whose work for the current year is in the Rush Post-Graduate School for Medicine.

Section 2. Jurisdiction and Powers.--The Faculty shall have control of the work in the Rush Post-Graduate School of Medicine, and of recommending its students to the Graduate Faculties for admission to candidacy for the Master's degree and Doctor's (Ph.D.) degree, and for those degrees, with the jurisdiction and powers defined in Art. II, secs. 2 and 3.

Part III Joint Meetings

The President of the University may, at his discretion, call joint meetings of two or more of the following faculties: the Faculty of the Graduate School of Medicine of the Ogden Graduate School of Science; the Faculty of Rush Medical College; the Faculty of the Rush Post-Graduate School of Medicine. These Faculties in Joint Meeting may make recommendations to any other body but their actions shall not be considered as effective until approved by the Faculties concerned acting separately.

ARTICLE XIII (Old XII)
THE UNIVERSITY BOARDS

Section 1. List of Boards.--To advise as to the work connected with the publications of the University Press, and to direct and control student organizations, publications, and exhibitions, the admission of students, the work of the Department of Physical Culture and Athletics, the management of libraries, laboratories, and museums, and hospitals, religious activities, student employment, and the recommendation of teachers, and to advise as to medical affairs involving two or more Faculties or affiliated institutions, there shall be the following University Boards:

The Board of University Publications
The Board of Student Organizations, Publications and Exhibitions
The Board of Admissions
The Board of Physical Culture and Athletics
The Board of Libraries
The Board of Museums

The Board of Laboratories
The Board of Hospitals
The Board of Christian Union
The Board of Student Employment
The Board of Recommendations
The Board of Medical Affairs

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- J) (New) The Dean of the Ogden Graduate School of Science, the Dean of Medical Students, the Director of Hospitals, the Dean of the Graduate School of Social Service Administration are ex-officio members of the Board of Hospitals.
- k) (New) The Board of Medical Affairs shall include, besides the ex-officio administrative officers and the eight members appointed by the Board of Trustees, the Dean of the Ogden Graduate School of Science, the Dean of Medical Students, the Dean of Rush Medical College, the Dean of the Rush Post-Graduate School of Medicine, the Director of University Hospitals, the Director of the Otho S. A. Sprague Memorial Institute, the Director of the McCormick Memorial Institute, and one representative to be nominated to the President by the professional staffs of each of the following institutions; the Presbyterian Hospital, the Children's Memorial Hospital, the Central Free Dispensary, the Home for Destitute Crippled Children, and the Country Home for Convalescent Children.

Page 37

ARTICLE XIV (Old XIII)

THE UNIVERSITY COMMISSIONS

Section 1. The University Commissions shall include commissions for the following departments or groups of the University

- a) The Law School
 - b) The Graduate School of Medicine of the Ogden Graduate School of Science
 - c) Rush Medical College and the Rush Post-Graduate School of Medicine
-

Page 39 add NOTE

NOTE.--On the Commission for Rush Medical College and the Rush Post-Graduate School of Medicine, two alumni of Rush Medical College shall be elected by the Rush Medical College Alumni Association and two shall be appointed by the President of the Board of Trustees upon recommendation of the President of the University.

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24. Degrees.--The Degrees of Bachelor of Arts, Bachelor of Philosophy, Bachelor of Science, Bachelor of Arts in Education, Bachelor of Philosophy in Education, Bachelor of Science in Education, Master of Science, Master of Arts in Social Service Administration, Doctor of Philosophy, Bachelor of Theology, Bachelor of Divinity, Bachelor of Law, Doctor of Music, Doctor of Medicine, and Doctor of Law (J.D.) are conferred upon the recommendation of the several Faculties.

Xor. Bd.

LE 1 29

~~The President of the University,~~ In accordance with the action of the Senate and consistent ^{ly} with the amendments to the University Statutes made by the Board at the October meeting, ^{The President} recommends the amendment of State 12 on the Organization and Powers of the University Bodies as follows:

The omission from Article I in the list of University Ruling Bodies of the following boards: the Boards of the Junior Colleges, of the Senior Colleges, of Admissions, of Physical Culture and Athletics, of Student Organizations, Publications and Exhibitions and of University Publications; and the re-arrangement of the order in which the remaining ruling bodies appear to correspond with the order in the Articles numbered V - XI.

The amendment of Article I by substituting for "The Faculty of the School of Education", "The Faculty of the College of Education."

The omission of Section 3, College Executive Boards - a) from Article X, as practically a duplication.

The addition of the University Auditor to ^{The} members ~~of~~ (Article XII, sections f) and h) ^{of} the Board of Student Organizations, Publications and Exhibitions, add ^{of} the Board of Physical Culture and Athletics.

12-1-20

Mr. B.

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Ide

~~The President further recommends the~~ :

I The omission of the word "preamble" at the beginning of Statute 12, and of the first paragraph under that heading;

II ~~The President further recommends~~ The addition to Article II, section 2, first paragraph, of the following words:

"The Recorder shall report to the University Senate, all important actions of other ruling bodies, and to the General Administrative Board, all important actions of other ruling bodies chiefly administrative in character."

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The President further recommends the
omission of the word "presamble" at the beginning of
Statute 12, and of the first paragraph under that

heading;
The President further recommends the
addition to Article 11, section 2, first paragraph,

of the following words:

"The Recorder shall report to the
University Senate, all important actions of other
ruling bodies, and to the General Administrative
Board, all important actions of other ruling bodies
chiefly administrative in character."

~~The President recommends~~ the omission in Statute 2, paragraph ⁽⁶⁾ of the words ^{the} "College of Philosophy", and the insertion of the words ^{the} "College of Commerce and Administration" after "College of Science."

The addition to Statute 22 of the sentence "This Statute, however, does not apply to University College."

The insertion in Statute 24 of the words "Master of Arts in Social Service Administration", following the words "Master of Science."

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The President recommends the omission in
Statute 2, paragraph 5 of the words "College of Philosophy",
and the insertion of the words "College of Commerce and
Administration" after "College of Science."

The addition to Statute 22 of the sentence
"This Statute, however, does not apply to University College."

The insertion in Statute 24 of the words
"Master of Arts in Social Service Administration", following
the words "Master of Science."

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The University of Chicago

Office of the Recorder and Examiner

November 6, 1923

President Ernest D. Burton
Faculty Exchange

My dear Mr. President:-

I return herewith the letter from Mr. Swift dated October 29, on which I have made notations. The following memoranda may, however, aid in considering the questions involved in Mr. Swift's letter, the items in which I comment on numerically as listed by him:

1. All of them are omitted in the revised Article I, as recommended to the Board of Trustees by the University Senate. (See accompanying copy.)
2. The whole of sec. 3 of former Article V which becomes Article X in the Statute as recommended to the Board of Trustees by the Senate is omitted. With the transfer of two of the Boards to the list of University Boards, nothing was left but a "Board of the Colleges". General provision is made for "Executive Boards" in Article II, sec. 3.
3. The ~~old~~ undergraduate division of the School of Commerce & Administration; that is, The College of Commerce
5. and Administration, is the former "College of Philosophy", and Statute 2, b) should accordingly be amended by substituting for the word "Philosophy" "Commerce and Administration". *It should, however, follow "the College of Science".*
4. It would appear that in Statutes 20 and 22 the word "Colleges" is used in a broad sense and includes all of the undergraduate divisions of the University; namely, the College of Commerce and Administration, and the College of Education, as well as the Colleges of Arts, Literature, and Science. If this be true, these Statutes call for no amendment.
6. There is an apparent incongruity in speaking of "University College" in Statute 2, b) as a College co-ordinate with each of the others listed. The three undergraduate divisions of the University: 1) Arts, Literature, and Science, 2) Education, and 3) Commerce and Administration are co-ordinate in that they merely represent different types of curricula leading to the baccalaureate degree. University College is a different type of organization in which students may pursue any one of the various curricula leading to the baccalaureate degree of the University. Its students are then, as far as curricula are concerned, members of either: 1) the Colleges of Arts, Literature, and Science, or 2) the College of Education, or 3) the College of Commerce and Administration. There

The University of Chicago

Office of the Registrar and Examiners

November 6, 1923

President Ernest D. Burton
Faculty Exchange

My dear Mr. President:-

I return herewith the letter from Mr. Swift dated October 22, on which I have made notations. The following memoranda may, however, aid in considering the questions involved in Mr. Swift's letter, the items in which I comment on numerically as listed by him:

1. All of them are omitted in the revised Article I, as recommended to the Board of Trustees by the University Senate. (See accompanying copy.)
2. The whole of sec. 3 of former Article V which becomes Article X in the Statute as recommended to the Board of Trustees by the Senate is omitted. With the transfer of two of the Boards to the list of University Boards, nothing was left but a "Board of the College". General provision is made for "Executive Boards" in Article II, sec. 3.
3. The old undergraduate division of the School of Commerce and Administration that is, The College of Commerce and Administration, is the former "College of Philosophy" and Statute 2, b) should accordingly be amended by substituting for the word "Philosophy" "Commerce and Administration". It should read "Commerce and Administration". It should read "Commerce and Administration".
4. It would appear that in Statutes 20 and 22 the word "College" is used in a broad sense and includes all of the undergraduate divisions of the University; namely, the College of Commerce and Administration, and the College of Education, as well as the Colleges of Arts, Literature, and Science. If this be true, these Statutes call for no amendment.
5. There is an apparent inconsistency in speaking of "University College" in Statute 2, b) as a College co-ordinate with each of the others listed. The three undergraduate divisions of the University: 1) Arts, Literature, and Science, 2) Education, and 3) Commerce and Administration are co-ordinate in that they merely represent different types of curricula leading to the baccalaureate degree. University College is a different type of organization in which students may pursue any one of the various curricula leading to the baccalaureate degree of the University. Its students are then, as far as curricula are concerned, members of either: 1) the College of Arts, Literature, and Science, or 2) the College of Education, or 3) the College of Commerce and Administration. There

is no separate Faculty for University College.

Statute 20 is applicable to students in University College, as is also Statute 22. The Deans, however, in all of the undergraduate divisions of the University, have in practice exempted from chapel attendance students presenting satisfactory reasons. University College students have been exempted under the general interpretation of "satisfactory reasons".

7. Statute 12 was prepared by a special committee of the University Senate and by that body submitted to the Board of Trustees in 1910. I do not know the reasons back of the wording of the Preamble, but whatever reasons there were are, I presume, as applicable to the situation today as that of the earlier date. With Mr. Swift, I do not see that any special purpose is served by the first paragraph of the Preamble. I hesitate, however, to suggest an amendment.
8. Statute 12, Article VII (Article V of the amended Statute recommended by the Senate) provides for both joint and independent meetings of the Faculty of the Graduate School of Arts and Literature and the Faculty of the Ogden Graduate School of Science. It appears to me appropriate that each of these Faculties should be listed in Article I as an independent ruling body and that it is equally appropriate that in Article VII provision should be made for joint or independent action.
9. All important actions of other University ruling bodies are reported to the University Senate by the University Recorder. There is no specific mandate that this be done, but practice has been in accordance with the implication of Article II, sec. 2. If thought best, there could be added to the first paragraph of sec. 2, Jurisdiction and Powers, the following:

"The Recorder shall report all important actions of other ruling bodies to the University Senate and all important actions of other ruling bodies, chiefly administrative in character, to the General Administrative Board."

In Statute 24 no mention is made of the degree of "Master of Arts in Social Service Administration", power for the conferring of which is given in Article II, sec. 2 (Article IX of the Statute as revised. I would suggest that this be inserted between "Master of Science" and "Doctor of Philosophy".

I observe that while Statute 12 provides for the conditions

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Statute 20 is applicable to students in University College,
as is also Statute 21. The Senate, however, in all of
the undergraduate divisions of the University, have
in practice exempted from chapel attendance students
presenting satisfactory reasons. University College
students have been exempted under the general interpretation
of "satisfactory reasons".

Statute 15 was prepared by a special committee of the
University Senate and by that body submitted to the
Board of Trustees in 1910. I do not know the reasons
back of the wording of the Statute, but whatever reasons
there were are, I presume, as applicable to the situation
today as that of the earlier date. With Mr. White, I
do not see that any special purpose is served by the
first paragraph of the Statute. I hesitate, however,
to suggest an amendment.

Statute 15, Article VII (Article V of the amended Statute
recommended by the Senate) provides for both joint and
independent meetings of the Faculty of the Graduate School
of Arts and Literature and the Faculty of the Graduate
School of Science. It appears to me appropriate that
each of these Faculties should be listed in Article I as
an independent ruling body and that it is equally
appropriate that in Article VII provision should be made
for joint or independent action.

All important actions of other University ruling bodies
are reported to the University Senate by the University
Recorder. There is no specific mandate that this be done,
but practice has been in accordance with the implication
of Article II, sec. 2. It should be noted that there could be
added to the first paragraph of sec. 2, "and in addition and
further, the following:

"The Recorder shall report all important actions
of other ruling bodies to the University Senate
and all important actions of other ruling bodies
which are administrative in character, to the
General Administrative Board."

In Statute 24 no mention is made of the Senate or of
of Arts in Social Service Administration, however for the comparison
of which is given in Article II, sec. 2. Article II of the
Statute as revised. I would suggest that this be inserted
between "Faculty of Science" and "Faculty of Philosophy".
I observe that while Statute 15 provides for the conditions

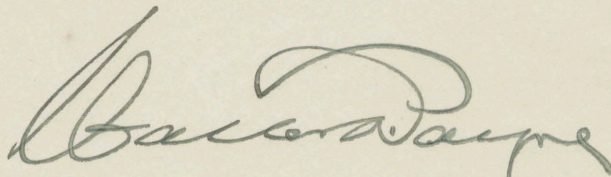
#3

under which this specific Statute may be amended, there is no general Statute on amendment. Would it not, therefore, be well that a statute on amendments be inserted as No. 27, and that this be the same as the provision made for the amendment of the By-Laws, substituting the word "Statutes" for "By-Laws"? If this is thought desirable, Statute 27 would read as follows:*

27. Amendments. These Statutes may be amended or repealed at any regular meeting of the Board by a vote of two-thirds of all the members present, provided eleven members shall be present and participating in the meeting, previous notice of the nature of any proposed amendment having been given at least one regular meeting before action thereon shall be taken.

I enclose herewith a copy of Statute 12 as amended by the University Senate for presentation to the Board of Trustees. I think in this form provision is made for practically all of the amendments to this particular Statute suggested by Mr. Swift. The University Senate did not consider other statutes than this one.

Yours very truly,



Recorder-Examiner

WAP*M

**Present Statute 27 would then become Statute 28.*

under which this specific Statute may be amended, there is
no general Statute on amendments. Would it not, therefore,
be well that a Statute on amendments be inserted as No. 27
and that this be the same as the provision made for the
amendment of the By-Laws, substituting the word "Statutes"
for "By-Laws"? Is this a thought desirable, Statute 27
would read as follows:*

27. Amendments. These Statutes may be amended
on repeated at any regular meeting of the Board by a
vote of two-thirds of all the members present, provided
eleven members shall be present and participating in
the meeting. Previous notice of the Statute of any
proposed amendment having been given at least one
regular meeting before action thereon shall be taken.

I enclose herewith a copy of Statute 22 as amended by the
University Senate for presentation to the Board of Trustees.
I think in this form provision is made for practically all
of the amendments to this particular Statute suggested by
the Senate. The University Senate did not consider other
statutes than this one.

Yours very truly,



Secretary, University

1924

*Amended Statute 27 under University
Statute 27.

Harold H. Swift
Union Stock Yards
Chicago

October 29,
1923

335377

President Ernest D. Burton,
The University of Chicago,
Chicago, Illinois.

Dear President Burton:

Answering yours of October 20, asking for certain
inconsistencies in the Statutes:

The points (all references to the July 1923 edition
of the By-Laws and Statutes) that come to my attention, are as
follows:

1. Under the University Ruling Bodies, toward the bottom of
page 12, there are mentioned the University Boards. I see
no reason, therefore, specifically to mention in this list
the Boards of -

Admissions
University Publications
Physical Culture & Athletics
Student Organizations, Publications &
Exhibitions.

(If any are mentioned, why not mention all of them rather
than just four out of eleven?)

*of Sec 3/2
all dropped in
Senate recommen-
dation. Executive
Boards are provided
for in Art. II, Sec. 3.*

- a. Under University Ruling Bodies are listed the Board of
Junior Colleges and the Board of Senior Colleges, Under
Article V, Section 3, paragraph a, is listed a Board of
Colleges. If, as I assume, this is a combination Board
for all Undergraduate activities, might it not better be
so named, but in these circumstances, -

- b. Does not your previous criticism of paragraphs b and c
of Article V apply also to paragraph a, that these Boards
have supervision over a wider jurisdiction than the Fac-
ulty to which they report, as outlined in paragraph f
of Section 3, and if the Schools (Commerce & Administration
for instance) are concerned herein, should this Board not
report to the combined Faculties of the Colleges of Arts,
Literature, & Science, Education, the School of Commerce
& Administration, and the University College?

3. Statute 2, paragraph b, provides that each of the Colleges
is divided into Junior and Senior College. Is this not also
true of Commerce & Administration (paragraph a), and if so,
should it not be so stated? *(The Senate considered only Statute 12.)*

4. The same point is brought out in Statutes 20 and 22, that
rules are laid down for students of the Colleges, which I
presume are applicable to the Undergraduates of Commerce &
Administration, and if so, think they should be so stated.
If these rules are not applicable to Undergraduates of Com-
merce & Administration, presume in the matter of consistency,
other rules which are should be included.

*Yes, but
see 5, not 4 page.*
*I think no
change is needed.
The word "Colleges"
is applicable to
all undergraduates
divisions of the
univ. - C. & A., Ed.,
and A. L. & S., alike.*

October 25, 1953

President Robert R. Taylor,
The University of Chicago,
Chicago, Illinois.

Dear President Taylor:

Enclosed for you are two copies of the report of the
Investigation into the activities of the
The points (all references to the 1952 edition
of the By-Laws and Statutes) that came to my attention are as
follows:

Page 12. There are mentioned the University Senate, a
committee on campus, therefore, specifically mentioned in this list
the names of -

- University Relations
 - University Senate & Administration
 - Student Organization, Administration & Relations
- If any are mentioned, they are mentioned all of them rather
than just one or two.

Under University Relations mention is made of the Board of
Advisors and the Board of Senior College. Under
Article V, Section 3, paragraph 2, it is stated that a Board of
Advisors, in its capacity, this is a committee of the
for all administrative activities, which is not stated to
be named, but in these circumstances.

Does not your previous criticism of paragraph 2 and 3
of Article V apply also to paragraph 2, that these bodies
have supervision over a wider jurisdiction than that
which is stated in the report, and which is not stated to

be named? And if so, in what way? Should this board be
for instance) the committee named, should this board be
report to the combined faculties of the University of
Chicago, the Senate, the Board of Advisors,
the Administration, and the University College?

Section 3, paragraph 2, provides that each of the colleges
is divided into Junior and Senior College. Is this not also
true of Commerce, Education, Engineering, Law, and the
School of Medicine?

The same point is brought out in Section 10 and 11 of
the By-Laws. The students of the University, who
are the members of the University, are divided into
colleges, and it is stated that each college is
divided into Junior and Senior College. Is this not also
true of Commerce, Education, Engineering, Law, and the
School of Medicine?

5. Statute 2, paragraph b. Is there still a College of Philosophy? I am under the impression that it has been superceded by the School of Commerce & Administration. If so, should not mention of it be dropped from the Statutes? If not, should it not be referred to in other places where the Colleges of Arts, Literature, & Science are referred to?

*Correct.
"Com. & Admin."
should be sub-
stituted. See
3 above.*

6. In Statute 2, paragraph b, University College is listed, and except for a reference to its Dean in Statute 9, there is no other reference to it in the Statutes. This raises the question as to whether a paragraph should not be incorporated describing it and also whether its Faculty should not be a University Ruling Body. Perhaps this is a combination of other Faculties that does not require autonomy, but if this is the case, might it not be well to so state? Also, are the students subject to Statutes 20 and 22, and if not, should it not be so stated? (Believe there are members of this Faculty who do not function in other capacities at the University but this may not be significant.)

*Univ. Col. is not
an additional col.
Coordinate with
A.S., C+A, &
Ed. Its students
belong in A.S.,
C+A, or Ed. ac-
cording to their
curriculum per-
sued. It has no
separate fac.*

*Yes, but
Deans, in force
are an ex officio
chapel attendance*

7. Statute 12, on the organization and powers of University Ruling Bodies seems to me somewhat unfortunate in the first sentence of its preamble. If it is the Statute of the University Government, then it might well include many of the matters in Statutes 6-11 inclusive. If it does not cover the whole question of University Government, then I doubt the advisability of naming it the Government Statute. Don't see that paragraph 1 of the preamble does much but confuse the issue and might well be omitted.

*I think this
point is well
taken. Possibly
some changes should
be made, but this
is before recom-
mending the Senate
& approved by the
Board of Trustees
in 1941.*

8. A question arises in Statute 12, Article VII, as to the consistency of listing the Faculties of the Graduate School of Arts and Literature and the Ogden Graduate School of Science together as a body when under Article I, they are listed as separate bodies. This may be merely a technicality but in the form shown in Article VII they are not shown as a Ruling Body in Article I; so the question is -- if all of the Ruling Bodies are shown in Article I, then how can Article VII be descriptive of a Ruling Body?

*See Art. VII
Sec. 2 (last sen-
tence), and Sec. 3.*

9. The reporting of the Boards to the Faculties or to the Senate or to both is made mandatory by the Statutes. The Senate also has power to scrutinize all acts of the Faculties, but I see no provision that such acts shall be reported to the Senate. This raises the question as to whether there should be definitely stated a procedure of reporting acts of the Faculties to the Senate. (Understand in actual procedure such acts are reported by the President so that the question is whether this should be provided for.)

I believe the Statutes have been amended and changed so much that they are now out of joint and are not the complete and clear statement that the Laws of the University should be. It seems to me that Mr. Payne or some one you may appoint might well make such changes as are here pointed out if you agree to them, and might search for other inconsistencies, because I don't believe I have covered all of them, and that after this is done, an attempt should be made to put them into clear, concise, forceful English.

Yours cordially, *Harold H. Swift*

Harold H. Swift
Union Stock Yards
Chicago

335173

October 9,
1923-

President Ernest D. Burton,
The University of Chicago,
Chicago, Illinois.

Dear President Burton:

I acknowledge your letter of September 20 in reference to suggested changes in the University statutes and am sorry that I have not yet gotten round to the detailed review of certain statutes that I hope to make, nor do I see a chance of doing so before the October meeting.

Frankly, I am not yet clear as to the advisability of making the Boards University Boards as against College Boards but I have not studied the situation in detail and perhaps also I am looking at the matter too literally, according to the wording, rather than as to what will be the actual procedure.

Such little study as I have made has convinced me that there are other matters in the statutes that also are not entirely consistent so that I believe a thorough review of our whole situation might be advantageous.

However, I don't want to be in a position of blocking or opposing such matters as you consider advisable so that if you wish to present the amendments to the statutes at the meeting in October, I shall not oppose them. I can think of no one else to confer with besides Mr. Stagg, unless you wish to speak to the College Faculty itself.

Yours cordially,

Harold H. Swift

October 2, 1933
Chicago, Illinois

October 2, 1933

President Ernest B. Burton,
The University of Chicago,
Chicago, Illinois.

Dear President Burton:

I acknowledge your letter of September 29 in reference
to suggested changes in the University calendar and am sorry that

I have not yet gotten round to the detailed review of calendar
suggestions that I hope to make. Now do I see a chance of doing so
before the October meeting.

Thanking you for the opportunity of
studying the Board's University Calendar as against College Board's
I have not studied the situation in detail and perhaps also in
light of the matter too hastily, according to the working
paper that as to what will be the actual procedure.

Such little study as I have made has convinced me
that there are other matters in the calendar that also are not
entirely satisfactory so that I believe a thorough review of our

calendar. I don't want to be in a position of blocking
or opposing such action as you consider advisable or that all you
wish to present the calendar to the students at the meeting in
October. I shall not oppose them. I can think of no other way to
deal with calendar. Again, thank you very much for the

College Board's letter.

Yours cordially,

Walter D. Dill

LE 1

The University of Chicago

Office of the Dean of Faculties

October 6, 1923

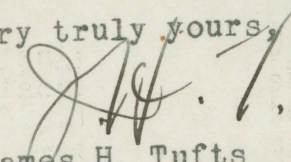
711

Memo. to President Burton:

With reference to the proposed clarification of the statutes it occurs to me that the two topics are on a somewhat different basis. The statute as to vacation credit was I think enacted by the board without any conference with the faculty. The statute as to the jurisdiction and powers of the various boards on the other hand is a part of what is entitled at its beginning the University Government Statute. This statute was worked out by a committee of the faculty of which Dean Hall was chairman. A great deal of time was given to the statute and we had a largely attended meeting of the faculty - a joint meeting I think - in which it was adopted.

I am wondering therefore as a matter of procedure whether it would not be wise to bring any proposed substantial change before a similar meeting of the faculty. On the one hand it seems a pity to waste the time of members of the faculty on what might seem to most of them an unimportant matter. When we call a joint meeting of the faculties we should like to have something very important to put before them. On the other hand, as a mere matter of procedure I think there is much to be said for asking the faculties to ratify a change in the statute which has once been adopted by them.

Very truly yours,


James H. Tufts

T.S

The University of Chicago

Office of the Dean of Faculties

October 6, 1923

Memo. to President Burton:

With reference to the proposed clarification of the statutes it occurs to me that the two topics are on a somewhat different basis. The statute as to vacation credit was I think enacted by the board without any conference with the faculty. The statute as to the jurisdiction and powers of the various boards on the other hand is a part of what is entitled to its beginning the University Government Statute. This statute was worked out by a committee of the faculty of which Dean Hall was chairman. A great deal of time was given to the statute and we had a largely attended meeting of the faculty - a joint meeting I think - in which it was adopted.

I am wondering therefore as a matter of procedure whether it would not be wise to bring any proposed substantial change before a similar meeting of the faculty. On the one hand it seems a pity to waste the time of members of the faculty on what might seem to most of them an unimportant matter. When we call a joint meeting of the faculties we should like to have something very important to put before them. On the other hand, as a mere matter of procedure I think there is much to be said for asking the faculties to ratify a change in the statute which has once been adopted by them.

Very truly yours,

James H. Tufte

T.S.

Le 11

The University of Chicago

Office of the Recorder and Examiner

September 11, 1923

President Ernest D. Burton
Faculty Exchange

My dear Mr. President:-

The Articles of General Statute "12, Organization and Powers of the University Ruling Bodies", should, to conform to your suggestion that the Articles dealing with the Graduate and Professional Schools should precede in order of their establishment, the Articles dealing with the Colleges of the University, be re-numbered as follows:

1. Articles VII, VIII, IX, X, and XI should be re-numbered Articles V, VI, VII, VIII, and IX respectively.
2. Articles V and VI should be re-numbered Articles X and XI respectively.

This conforms to the suggestions made during our conference, except that Article VI, "The Faculty of the College of Education", dealing as it does purely with one of the co-ordinate undergraduate divisions of the University, is placed as Article XI instead of Article VIII, which would place it among the Graduate and Professional Schools of the University.

The "School of Education" is a comprehensive organization, including the elementary school, the high school, the College of Education, and the Department of Education, the latter being a Department in the Graduate Schools of Arts, Literature, and Science. The "School of Education" apparently has no statutory existence, statute being devoted solely to the "Faculty of the College of Education". In the absence of Mr. Judd, I suggest that this Article remain as it appears, but that it be Article XI, following Article X, "The Faculty of the Colleges of Arts, Literature, and Science".

The Articles of Statute 12 would then be as follows:

Article I	The University Ruling Bodies.
Article II	Provisions Common to Several Ruling Bodies.
Article III	The University Senate.
Article IV	The General Administrative Board.
Article V	The Faculties of the Graduate School of Arts and Literature, and of the Ogden Graduate School of Science.
Article VI	The Faculty of the Divinity School.
Article VII	The Faculty of the Law School.
Article VIII	The Faculty of the School of Commerce and Administration.
Article IX	The Faculty of the Graduate School of Social Service Administration.

The University of Chicago

Office of the Registrar and Examiners

September 11, 1923

President Ernest D. Burton
Faculty Exchange

My dear Mr. President:-

The Articles of General Statute "IX, Organization and Powers of the University ruling bodies", should, to conform to your suggestion that the Articles dealing with the Graduate and Professional Schools should precede in order of their establishment, the Articles dealing with the Faculty of the University, be re-numbered as follows:

1. Articles VII, VIII, IX, X, and XI should be re-numbered Articles V, VI, VII, VIII, and IX respectively.

2. Articles V and VI should be re-numbered Articles X and XI respectively.

This conforms to the suggestions made during our conference except that Article VI, "The Faculty of the College of Education" dealing as it does purely with one of the co-ordinate undergraduate divisions of the University, is placed as Article XI instead of Article VIII, which would place it among the Graduate and Professional Schools of the University.

The "School of Education" is a comprehensive organization including the elementary school, the high school, the College of Education, and the Department of Education, the latter being a department in the Graduate Schools of Arts, Literature, and Science. The "School of Education" apparently has no statutory existence, its status being devoted solely to the "Faculty of the College of Education". In the absence of Mr. Ladd, I suggest that Article remain as it appears, but that it be Article X, following Article X, "The Faculty of the College of Arts, Literature, and Science".

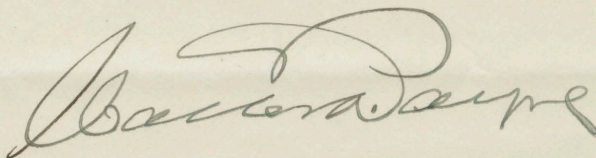
The Articles of Statute IX would then be as follows:

Article I	The University ruling bodies.
Article II	Provisions common to several ruling bodies.
Article III	The University Senate.
Article IV	The General Administrative Board.
Article V	The Faculties of the Graduate School of Arts and Literature, and of the Graduate School of Science.
Article VI	The Faculty of the Divinity School.
Article VII	The Faculty of the Law School.
Article VIII	The Faculty of the School of Commerce and Administration.
Article IX	The Faculty of the Graduate School of Social Service Administration.

#2

Article X	The Faculty of the Colleges of Arts, Literature, and Science.
Article XI	The Faculty of the College of Education.
Article XII	The University Boards.
Article XIII	The University Commissions.
Article XIV	Departments.
Article XV	Amendments.

Respectfully submitted,

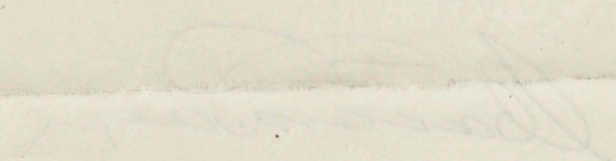


Recorder-Examiner

WAP*M

Article I The Faculty of the College of Arts,
Literature, and Science.
Article II The Faculty of the College of Education.
Article III The University Board.
Article IV The University Commission.
Article V Departments.
Article VI Amendments.

Respectfully submitted,



Secretary-Treasurer

W. H. H.

12-1

September 12, 1923

Suggestions Concerning Proposed Amendments of Articles V and XII of University General Statute 12, "Organization and Powers of The University Ruling Bodies".

The University Statutes provide for two kinds of Boards:

1. Executive Boards: (See Statute 12, Article II, sec. 3) Such Boards may be organized by a Faculty or a group of Faculties "to carry into effect such enactments as their respective Faculties may designate". Such a Board is the Board of the Colleges of Arts, Literature, and Science, established by special statute (Statute 12, Article V, sec. 3). Similar Boards have been established by the Faculty of the School of Commerce and Administration and the Faculty of the College of Education. These Boards operate within the jurisdiction of a single Faculty or a group of Faculties associated for the administrative purposes designated.
2. The University Boards: (See Statute 12, Article XII,) These Boards direct and control functions and activities which are broader in scope than those of any particular School or College.

.....

A. The Board of Physical Culture and Athletics:

1. Under the original organization of the University, the Department of Physical Culture and Athletics was made one of the six divisions of the University co-ordinate with the Schools and Colleges, Extension, Press, etc., and under the old Statute 17, the Board of Physical Culture and Athletics was constituted as a "University Board". With the revision of the Statutes in 1908, the Board of Physical Culture and Athletics was made an Executive Board of the Colleges of Arts, Literature, and Science (see Statute 12, Article V), but has since continued to function for the entire University as under Statute 17.
2. The Department of Physical Culture and Athletics "is organized to supply the opportunity for such physical work as experience has shown to be necessary under modern conditions to counter-act the deleterious individual effects of close application to mental work and to favor the attainment by the individual student of a high state of physical efficiency". (See Annual Register, 1921-22, page 300.) This and the additional paragraphs on the same page under the heading, "Statement of Work" appear to recognize the obligation of the Department

September 12, 1923

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to the entire student body, not merely the members of one School or College.

3. It is only required physical culture and intercollegiate athletics that are restricted to students in the Colleges - the latter by action of the Western Intercollegiate Conference. All students in the three co-ordinate undergraduate divisions of the University - a) the Colleges of Arts, Literature, and Science, b) the College of Commerce and Administration, and c) the College of Education - are subject to the regulations requiring physical culture during the six quarters of the Junior Colleges, and participate in intercollegiate athletics under the same regulations.

B. The Board of Student Organizations, Publications, and Exhibitions:

1. Under Statute 17, effective prior to 1908, the Board of Student Organizations, Publications, and Exhibitions was a "University Board". Since that date it has been by statute (Statute 12, Article V, sec. 3) a College Executive Board; that is, a Board under the Faculty of the Colleges of Arts, Literature, and Science.
2. Practically all of the organizations whose activities are controlled or supervised by this Board are broader in scope and membership than any single School or College; for example, membership in all of the undergraduate fraternities and clubs is open on the same terms to members of the three co-ordinate undergraduate divisions of the University - a) The Colleges of Arts, Literature, and Science, b) The College of Commerce and Administration, and c) The College of Education. Likewise, many of the organizations are broader in scope than the combined undergraduate divisions, such, for example, as the religious associations and clubs, the Cosmopolitan Club, the French Club, the Pan-American Society, the Poetry Club, etc.

- C. It is to be observed that under the present Statutes, neither of the above-mentioned Boards has any jurisdiction over, or application to other members of the University than those included in the Colleges of Arts, Literature, and Science. If the Statutes are amended as suggested in the accompanying copy, each of these Boards will henceforth function under the Statutes for the entire University.

to the entire student body, not merely the members of one School or College.

2. It is only required physical culture and intercollegiate athletics that are restricted to students in the Colleges - the latter by action of the Western Intercollegiate Conference. All students in the three co-ordinate undergraduate divisions of the University - a) the Colleges of Arts, Literature, and Science, b) the College of Commerce and Administration, and c) the College of Education - are subject to the regulations regarding physical culture during the six quarters of the Junior College, and participate in intercollegiate athletics under the same regulations.

B. The Board of Student Organizations, Publications, and Exhibitions:

1. Under Statute IV, effective prior to 1908, the Board of Student Organizations, Publications, and Exhibitions was a "University Board". Since that date it has been by statute (Statute 12, Article V, sec. 2) a College Executive Board; that is, a Board under the Faculty of the Colleges of Arts, Literature, and Science.

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3. It is to be observed that under the present Statutes neither of the above-mentioned Boards has any jurisdiction over, or application to other members of the University than those included in the Colleges of Arts, Literature, and Science. If the Statutes are amended as suggested in the accompanying copy, each of these Boards will henceforth function under the Statutes for the entire University.

Le 1

The University of Chicago

The Medical Courses

OFFICE OF THE DEAN

August 1st, 1923.

President Burton,
Faculty Exchange.

My dear Pres. Burton:

I submit herewith the constitution and list of members of the Board of Medical Affairs of 1922-23, (Pages 23 and 24, enclosed booklet), together with some suggestions for changes for 1923-24:

1. I have drawn a line through the names of Officers of Instruction, who, under the University Statutes were members of the Board but who have left the University, and I have written in the margin the names of others who have been added to the University Faculty since this booklet was printed. I think this list is correct and complete as it stands but it will be revised by the Recorder.
2. Five Members by Appointment are listed in this book. The University Statute authorizes eight such members. I suggest that the names of Mr. Lemon of the Department of Physics and Mr. Schlesinger of the Department of Chemistry be added because their services would be valuable, especially on the Committee on Admissions.
3. Among the Members Ex Officio Mr. Wilkins suggests the names of Mr. Norton and Mr. Glattfeld as Deans in the College of Science. I do not quite understand why the Dean of the College of Commerce and Administration should be an Ex Officio member, although I am quite sure that all other members would welcome his co-operation. I had written in the name of Dr. Dodson for this group as a matter of courtesy, with a footnote stating that he is absent on leave, but the Recorder states that this booklet provides a working list and that Dr. Dodson is not technically an administrative officer at the present time, therefore I include his name among the Officers of Instruction as Professorial Lecturer.
4. I suggest that the University Statute be so amended as to provide that the Dean of the Ogden Graduate School of Science shall be a member of this Board. His name has not been in the list of members but nevertheless has appeared in two committees.
5. The Constitution of the Board as outlined in this booklet is not in accordance with the constitution as provided in the University Statute (Page 17, Annual Register, 1921-22). I suggest that the statute be modified as in (four) above, and that this statement of the Constitution of the Board be modified so as to be in accord with it, though amplified, the whole to appear somewhat as indicated.

The University of Chicago

The Medical Center

August 1st, 1933

President Burton,
Faculty Exchange,

My dear President Burton:

I submit herewith the constitution and list of members of the Board of Medical Affairs of 1933-34 (pages 23 and 24, enclosed booklet), together with some suggestions for changes for 1933-34.

1. I have drawn a line through the names of officers of the University who, under the University Statutes were members of the Board but who have left the University, and I have written in the margin the names of others who have been added to the University Faculty since this booklet was printed. I think this list is correct and complete as it stands but it will be revised by the Recorder.

2. Five Members by Appointment are listed in this book. The University Statute authorizes eight such members. I suggest that the names of Mr. Lomon of the Department of Physics and Mr. ... of the Department of Chemistry be added because their services would be valuable, especially in the Committee on Admissions.

3. Among the Members Ex Officio Mr. Williams suggests the names of Mr. Norton and Mr. Clatfield as Deans in the College of Science. I do not quite understand why the Dean of the College of Commerce and Administration should be an Ex Officio member, although I am quite sure that all other members would welcome his co-operation. I had written in the name of Dr. Dodson for this group as a matter of courtesy, with a footnote stating that he is absent on leave, but the Recorder states that this booklet provides a working list and that Dr. Dodson is not technically an administrative officer at the present time, therefore I include his name among the Officers of Instruction as Professorial Lecturer.

4. I suggest that the University Statute be so amended as to provide that the Dean of the Graduate School of Science shall be a member of this Board. The name has not been in the list of members but nevertheless has appeared in two committees.

5. The Constitution of the Board as outlined in this booklet is not in accordance with the Constitution as provided in the University Statute (page 17, Annual Register, 1931-32). I suggest that the Statute be modified as in (above), and that this amendment of the Constitution of the Board be modified so as to be in accord with it, though omitted, the whole to appear somewhat as indicated.

Pres. Burton, #2.

6. Changes in the personnel of the Board have necessitated some changes in the committees. I have drawn lines through names on page 24 of those who are no longer members of the Board and of some others in cases where it seems to me better service could be given by others more closely in touch with the work of the committees. I have suggested several changes in the Committee on Social Life and Student Activities, which seems to me to be a rather important committee. Dr. Post asks me to retain the chairmanship of it.

Yours respectfully,

B. C. H. Harvey

B. C. H. Harvey,

Dean.

BCHH:LB

Tras. Burton, 42.

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Yours respectfully,

W. C. C. Harvey

W. C. C. Harvey

Dean

RCB:LB

Mr. Plummer
Will you please draft
such amendment.

The University of Chicago
Office of the Auditor

LC 1

February 14, 1923.

My dear Doctor Burton:

The University statutes provide for instruction during the fourth quarter by persons of academic rank. Compensation for this service is made by means of an extra two-thirds cash payment at the time the instruction is given, or vacation credit at the full rate is allowed to the individual. The statutes further provide that no liability for extra vacation credit may be created without the vote of the Board of Trustees and further, that it is the sense of the Board that no person shall accumulate more than nine months' extra vacation credit. It is not quite clear to me how this period was arrived at since extra instruction by an individual teaching continuously for two years is eight months. I find from the records that many persons have accumulated credit years ago, which still stands as a liability against the University. The theory of the extra credit was, I believe, that its accumulation afforded the individual an opportunity for an extended vacation, and rejuvenation for future service in the University. When this ~~amount of~~ vacation credit is carried past the retiring age of individuals, it is clear that the intent of the statute has been defeated. I wonder if it would not be desirable to secure consideration of an amendment to the statutes, that extra vacation credit may, at the option of the University, be paid at the two-thirds cash rate after a specified number of years

The University of Chicago
Office of the Auditor

February 14, 1923.

My dear Doctor Burton:

The University statutes provide for instruction during the fourth quarter by persons of academic rank. Compensation for this service is made by means of an extra two-thirds cash payment at the time the instruction is given, or vacation credit at the full rate is allowed to the individual. The statutes further provide that no liability for extra vacation credit may be created without the vote of the Board of Trustees and further, that it is the sense of the Board that no person shall accumulate more than nine months' extra vacation credit. It is not quite clear to me how this period was arrived at since extra instruction by an individual teaching continuously for two years is eight months. I find from the records that many persons have accumulated credit years ago, which still stands as a liability against the University. The theory of the extra credit was, I believe, that its accumulation afforded the individual an opportunity for an extended vacation, and remuneration for future service in the University. When this amount of vacation credit is carried past the retiring age of individuals, it is clear that the intent of the statute has been defeated. I wonder if it would not be desirable to secure consideration of an amendment to the statutes, that extra vacation credit may, at the option of the University, be paid at the two-thirds cash rate after a specified number of years.

- 2 -

following the period in which the extra instruction was given.

Yours very truly,

NCP

Dr. E. D. Burton,
Faculty Exchange.

Following the period in which the extra instruction was given.

Yours very truly,

Dr. E. D. Burton,

Medical Exchange.

The University of Chicago

Office of the Secretary

The per-celled corrections
of these three pages have
been transferred to
the copy to be reproduced
in the minutes

JSD

Board

LEI

After conference with the Auditor of the University, and with the Dean of the Faculties, Deans of the Graduate Schools, of the Law School, the Divinity School, and the Deans of the Colleges, the President recommends that Statute 14 having to do with Vacation Credit be amended ~~to~~ read as follows:

Each resident member of a faculty gives instruction thirty-six weeks of the year, ten hours a week or its equivalent. Members of Faculties of a rank below that of Associate Professor, at the discretion of the President, for two quarters within a year, may be required to give instruction fifteen hours or the equivalent. The member of a Faculty takes his vacation in any one of the four quarters, according as it may be arranged, or he may take two vacations, of six weeks each at different periods of the year. For every quarter or term in a year in which he may teach in addition to the required thirty-six weeks, he receives, according as it may be arranged by the President, either an extra full pro-rata vacation at a time that may be arranged, with the salary in force when the extra instruction was given, payable monthly in the period of such vacation, or an extra two-thirds pro-rata salary, payable in the period of the extra teaching. It results that the vacation credit of a member of the Faculty at any given moment is arrived at by the rule that for each three months of instruction he is entitled to one month's vacation. In case of resignation vacation credit thus earned is paid on the basis of two-thirds pro rata salary. The acceptance of an appointment from another institution shall be considered as a resignation from the University.

With reference to extra vacation credit, the following limitations are to be observed:

- 1) Authority for the accumulation of vacation credit by a member of a faculty, up to a maximum of nine months, shall be vested in the President of the University.
- 2) The accumulation of vacation credit in excess of nine months shall be permitted only by action of the Board of Trustees.
- 3) In case a member ^{not} of a faculty whose vacation credit amounts to not more than ~~twelve~~ months is absent on vacation in excess of three months ~~during~~ a year, it shall be at his option to have ~~such absence operate to diminish his vacation credit or to have~~ such absence operate to diminish his vacation credit or to have it counted as absence without pay.
- 4) In case a member of a faculty whose vacation credit amounts to more than ^{more} ~~twelve~~ months is absent on vacation in excess of three months ~~during~~ a year, such absence shall operate to diminish his vacation credit, unless a different arrangement is authorized by the Board of Trustees.
- 5) No member of a faculty lower in rank than an Associate shall be entitled to obtain extra vacation credit.

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After conference with the Auditor of the University, and with the Dean of the Faculties, Deans of the Graduate Schools, of the Law School, the Divinity School, and the Deans of the Colleges, the President recommends that Statute be having to do with Vacation Credit be amended as read as follows:

Each resident member of a faculty given instruction thirty-six weeks of the year, ten hours a week or its equivalent. Members of Faculties of a rank below that of Associate Professor, or the Director of the President, for two quarters within a year, may be required to give instruction fifteen hours or the equivalent. The member of a faculty takes his vacation in any one of the four quarters, according as it may be arranged, or he may take two vacations of six weeks each at different periods of the year. For every quarter or term in a year in which he may teach in addition to the required thirty-six weeks, he receives, according as it may be arranged by the President, either an extra half pro-rata vacation at a time that may be arranged, with the salary in force when the extra instruction was given, payable monthly in the period of the extra teaching. Two-thirds pro-rata salary, payable in the period of the extra teaching, is received that the vacation credit of a member of the faculty at any given moment is arrived at by the rule that for each three months of instruction he is entitled to one month's vacation. In case of two-thirds vacation credit thus earned is paid on the basis of two-thirds pro-rata salary. The acceptance of an appointment from another institution shall be considered as a resignation from the University.

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limitations are to be observed:

- 1) Authority for the accumulation of vacation credit by a member of a faculty, up to a maximum of nine months, shall be vested in the President of the University.
- 2) The accumulation of vacation credit in excess of nine months shall be permitted only by action of the Board of Trustees.
- 3) In case a member of a faculty whose vacation credit accounts for not more than three months is absent on vacation in excess of three months during a year, it shall be at his option to have such absence operate to diminish his vacation credit or to have it counted as absence without pay.
- 4) In case a member of a faculty whose vacation credit accounts for more than three months is absent on vacation in excess of three months during a year, such absence shall operate to diminish his vacation credit, unless a different arrangement is authorized by the Board of Trustees.
- 5) No member of a faculty lower in rank than an associate shall be entitled to obtain extra vacation credit.

With the concurrence of the Deans of
the Graduate and Professional Schools and of the Colleges,
and the Director of Physical Culture and Athletics
and on recommendation of the Senate, the President

recommends that General Statute 12, Organization and
Power of the University Ruling Bodies, be amended by

a) The transfer of the Board of Student Organizations,
Publications and Exhibitions, and of the Board of
Physical Culture and Athletics from their status as
Executive Boards of the Colleges of Arts, Literature and
Science to the list of University Boards;

b) by changing Section 3 (b) of Article XI-I to
read:

"The Recorder shall send an abstract of all
important actions of each University Board
to the Faculties concerned, to the Senate,
and to the General Board."

c) by inserting Section 3 (e) as follows:

"Action under c) or d) may be requested by
any Faculty."

d) by making the consequent changes in
notation.

The reason for this recommendation is
that the activities with which these Boards are concerned
are not restricted to the Colleges of Arts, Literature and
Science, but pertain to all colleges and schools, especially
to all colleges.

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Publications and Exhibitions, and of the Board of

Physical Culture and Athletics from their status as

Executive Boards of the Colleges of Arts, Literature and

Science to the list of University Boards;

b) by changing Section 3 (b) of Article XII to

read:

"The Recorder shall send an abstract of all
important actions of each University Board
to the Faculty concerned, to the Senate,
and to the General Board."

c) by inserting Section 3 (a) as follows:

"Action under c) or d) may be requested by
any Faculty."

d) by making the consequent changes in

notation.

The reason for this recommendation is

that the activities with which these Boards are concerned

are not restricted to the Colleges of Arts, Literature and

Science, but pertain to all colleges and schools, especially

to all colleges.

It is further recommended:

a) That the Dean of Faculties be made an ex-officio member of all University Ruling Bodies.

b) That the articles of Statute 12 be rearranged in the following order:

Article I	The University Ruling Bodies
Article II	Provisions Common to Several Ruling Bodies
Article III	The University Senate
Article IV	The General Administrative Board
Article V	The Faculties of the Graduate School of Arts and Literature and of the Ogden Graduate School of Science.
Article VI	The Faculty of the Divinity School
Article VII	The Faculty of the Law School
Article VIII	The Faculty of the School of Commerce and Administration
Article IX	The Faculty of the Graduate School of Social Service Administration
Article X	The Faculty of the Colleges of Arts, Literature and Science
Article XI	The Faculty of the College of Education
Article XII	The University Boards
Article XIII	The University Commission
Article XIV	Departments
Article XV	Amendments

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a) That the Dean of Faculties be made an

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Article IV	The General Administrative Board
Article V	The Faculties of the Graduate School of Arts and Literature and of the Graduate School of Science.
Article VI	The Faculty of the Division School
Article VII	The Faculty of the Law School
Article VIII	The Faculty of the School of Commerce and Administration
Article IX	The Faculty of the Graduate School of Social Service Administration
Article X	The Faculty of the College of Arts, Literature and Science
Article XI	The Faculty of the College of Education
Article XII	The University Boards
Article XIII	The University Commission
Article XIV	Departments
Article XV	Academics

C O P Y

M 2

May 21, 1925.

My dear Dr. McLean:

Statutes

I am sending you herewith a second revision of the statute with reference to four-quarter appointments, embodying the change suggested in your letter of May 16, and also making a change with reference to vacation. I have assumed that the four quarters mentioned in this statute are the four quarters indicated in Statute #14; consequently the month of September is not, strictly speaking, a vacation but a recess. I am assuming that the persons appointed under this statute are persons who will be required to give instruction during four quarters of the year, and that the four quarters mentioned coincide with the four quarters indicated in Statute #14. Under this interpretation I presume most of the appointees would receive their recess during the month of September. Possibly you have in mind to include in this statute, persons on hospital appointments. If so, I think such persons probably should be considered as the equivalent of officers of administration whose vacation is simply a matter of arrangement instead of statutory provision.

I have examined the proposed salary scale for clinical departments on the basis of four quarters per annum, and call attention to the fact that the present salary scale for instructors ranges from \$1,600. to \$2,400. instead of from \$2,000. to \$2,500. On this basis, the four-quarter scale for instructors would range from \$1,955. to \$2,933. Presumably the scale recommended for instructors on the four-quarter basis should range from \$2,000. to \$3,000.

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I am not quite clear as to the reason for starting the recommended salary scale for Assistant Professors, Associate Professors, and Professors at figures so much in excess of those indicated on the four-quarter basis. Perhaps you have already written a discussion on this subject, copy of which I have not been fortunate enough to see.

Yours very truly,

N. C. PLIMPTON.

Dr. F. C. McLean,
c/o Rockefeller Institute,
New York City.

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Dr. F. G. McLean,
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PROPOSED NEW STATUTE

(Refer to "Statutes of the University", January 1925, page 48)

Insert:

16. Four-quarter appointments. Under certain circumstances a person may be appointed a member of a faculty to serve during the four quarters of a year as mentioned in Statute 14. Such appointee is entitled to be absent by arrangement during the September recess, or during some other month of the year. For a member of a faculty appointed on this basis the provisions of Statute 15 with reference to vacations and vacation credit shall not apply. Members of a faculty under appointment under the provisions of this statute, may when approved by the President, be absent without pay. For the first quarter's absence one-fifth of the annual salary in force shall be deducted, and four-fifteenths of the annual salary for each additional quarter's absence during his appointive year. Members of a faculty who have served eleven quarters under the provisions of this statute in the rank of Assistant Professor or higher shall be entitled to one quarter's vacation with full pay at the salary then in force for each such eleven quarter's service. This vacation may be taken at any time after eleven quarters' service up to twenty-two quarters, at which time it may be combined with a second quarter's vacation. Under no circumstances may a member of a faculty accumulate more than two quarters' vacation, and under no circumstances may extra compensation in lieu of vacation be claimed. In case of resignation or termination of services, no vacation or allowance in lieu of vacation not taken shall be made, unless a member of a faculty has served eleven or more quarters. The acceptance of a regular appointment from another institution shall be considered as a resignation from the University.

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(Refer to "Statutes of the University", January 1925, page 48)

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C O P Y

May 22, 1925.

My dear Mr. Arnett:

For your information I am inclosing herewith copy of a letter to Dr. McLean and the statute concerning four-quarter appointments, and also inquiring with reference to the salary scale in the Medical School.

I think the latter should have very careful consideration. I am giving below a statement showing for those of the rank of Instructor and higher, the present salary scale in Arts, Literature and Science, and in the second column the amount of salary for each rank in case an individual taught three quarters regularly and the fourth quarter extra on the two-thirds cash basis.

	Present Basis in A.L. & S.	Four-Quarter Basis on A. L. & S. Scale	Proposed Basis for Clinical Departments
Instructor	1600-2400	1955-2933	2500- 3000
Assistant Professor	2700-3500	3300-4277	3500-4500
Associate Professor	3500-4500	4277-5500	5000- 7000
Professor	4500-8000	5500-9777	7500-12000

It was my understanding that the proposed scale for the Medical School was to be approximated on the figures for four quarters of service on the basis indicated. You will note that the salaries proposed by Dr. McLean are considerably higher than the four-quarter basis mentioned. It may

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2500-3000	1925-2933	1600-2400	Instructor
3500-4500	3300-4277	2700-3500	Assistant Professor
5000-7000	4277-5500	3500-4500	Associate Professor
7500-12000	5500-9777	4500-8000	Professor

It was my understanding that the proposed scale for the Medical School was to be approximated on the figures for four quarters of service on the basis indicated. You will note that the salaries proposed by Dr. McLean are considerably higher than the four-quarter basis mentioned. It may

- 2 -

be that there are factors in the case of which I am
unaware, calling for such a wide departure from the
four-quarter basis mentioned.

Yours very truly,

N. C. PLIMPTON.

Mr. Trevor Arnett,

City Office.

- 2 -

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four-quarter basis mentioned.

Yours very truly,

N. C. PLIMPTON.

Mr. Trevor Arnett,

City Office.

MEMORANDUM FOR AMENDED STATUTES OF THE UNIVERSITY
(THE NEW WORDING IS ITALICIZED.)

2. The Schools and Colleges include:

(a) The Divinity School, the Graduate School of Arts and Literature, the Ogden Graduate School of Science, the School of Education, the Law School, the School of Commerce and Administration, the Graduate School of Social Service Administration, already organized; the School of Medicine, partly organized.

(b) The College of Arts, the College of Literature, the College of Philosophy, the College of Science, the College of Education, and University College. Each of these colleges (with respect to its work) is divided into a Junior College and a Senior College. The former includes the first half of the curriculum, ordinarily known as the work of the Freshman and Sophomore classes, and the latter the second half, ordinarily known as the work of the Junior and Senior classes.

(c) Students in the Schools and Colleges are only those who are doing work in residence and after passing the required examination, which is a condition precedent to their admission.

These students are not allowed to take the courses of study conducted in the Correspondence Study Department or other division of the University Extension.

3. The University Extension includes the Correspondence Study Department, and the Library and Reading Department. It is the function of this division to direct work which is done by those who are not students in the Schools or Colleges, and with whom the University comes in contact only through correspondence. The work of such persons is designed to be a preparation for entrance to the University, if they

MEMORANDUM FOR A REVISION OF THE UNIVERSITY

(THE NEW WORKING IS FOLLOWS)

The Schools and Colleges include:

(a) The Divinity School, the Graduate School of Arts and Letters, the Oden Graduate School of Science, the School of Education, the Law School, the School of Commerce and Administration, the Graduate School of Social Service Administration, already organized; the School of Medicine, partly organized.

(b) The College of Arts, the College of Literature, the College of Philosophy, the College of Science, the College of Education, and the University College. Each of these colleges (with respect to its work) is divided into a Junior College and a Senior College. The former includes the first half of the curriculum, ordinarily known as the work of the freshman and sophomore classes, and the latter the second half, ordinarily known as the work of the junior and senior classes.

(c) Students in the Schools and Colleges are only those who are doing work in residence and after passing the required examination, which is a condition precedent to their admission.

These students are not allowed to take the courses of study conducted in the Correspondence Study Department or other divisions of the University Extension.

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page two (2).

desire to apply for admission, and to qualify them to receive appropriate credit for their work after such admission upon passing the necessary examination; but they do not become members of the University or gain such admission until they have applied for resident work, and have passed the required examinations.

18. NON-RESIDENT WORK.

(a) No person can become a candidate for a degree until he has been duly admitted and enrolled as a student for resident work. Work done by him not in residence, may be accepted towards qualifying him for a degree, in connection with and after the completion of his resident work, but only after passing a satisfactory examination in residence. Non-resident work done under the direction of the University Extension Division of the University of Chicago when duly completed and reported, will be accepted as meeting the requirements for the Bachelor Degree to the maximum amount of eighteen majors; but such credit will be given only after the applicant has passed a satisfactory examination in residence, and after at least one year of satisfactory work in residence.

(b) Non-resident work for the degree of Doctor of Philosophy will be accepted for not more than one-third of the total requirement for such degree.

(c) No person doing non-resident work under the direction of the Correspondence Study Department of the University thereby becomes a member of the Colleges or Professional Schools of the University. Admission to such membership is in accordance with the regulations of said Colleges or Schools. No person is regarded as a member of said Colleges or Schools unless duly registered for resident work in the same and only

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(b) Non-resident work for the degree of Doctor of Philosophy will be accepted for not more than one-third of the total requirement for such degree.

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page three (3).

while so registered. Non-resident work under the direction of the
Correspondence Study Department of the University is not intended for
resident students.

20. FELLOWSHIPS:

(a) The Fellowships of the University are assigned on the ground of proficiency already attained in a given department. The Fellow is expected to give one-sixth of his time to some service in connection with the University. He is not permitted while holding a fellowship to do work of any kind for which he receives remuneration, without the permission of the President.

(b) SCHOLARSHIPS:

The benefit of scholarships, either from the general
funds of the University or special funds given for that purpose, are
given only to those who are doing work in residence at the University
and while they are doing such work, unless otherwise authorized by the
donor of the fund, or by special action of the University.

While so registered. Non-resident work under the direction of the
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and while they are doing such work, unless otherwise authorized by the
donor of the fund or by special action of the University.

C O P Y

for President Judson

By-Laws

March 16, 1922.

Mr. Trevor Arnett
61 Broadway,
New York, N. Y.

Dear Mr. Arnett:

Unofficially, I want to write you with reference to your telegram concerning the By-Laws. As Mr. Swift has already notified you, the Board voted on your suggestion to reconsider the two University Statutes adopted February 14. Statutes I to V and that on non-resident work were referred, jointly, to the Committee on Instruction and Equipment and the special Committee on Revision of the By-Laws and Statutes of which Mr. Holden was chairman and of which the other members were Messrs. Smith and Dickerson. Doubtless, that committee will have a meeting in the near future and will consider the matter from every point of view.

With reference to the By-Laws, I would like to make a comment or two both as Secretary and as a member of the Committee on Revision.

All the amendments of the By-Laws, concerning which you write, were approved not only by the Committee but by President Judson, Mr. Heckman and Mr. Ryerson. In fact, By-Law IV, articles 1 and 2, were slightly amended by Mr. Ryerson and have his notation on the copy of the amendments which is now in my file.

It was intended by the amendment to By-Law IV, article 2, not only to compel the Secretary "to see" that bonds are required but to make it his duty "to take due steps to require each such bond to be filed". This makes it the Secretary's specific duty to check up the giving of bonds.

Article 5 of By-Law IV was also revised by Mr. Ryerson. The idea in changing it was to provide for an exigency when signing a deed or something of that sort so that the person to whom the deed runs might know, if required, that the Secretary was absent. The By-Law sets forth that notice by the Secretary or the President of the Board is sufficient evidence that the Secretary is absent. It is not intended to interfere with the

copy for distribution

March 16, 1922

Mr. Trevor Arnett
21 Broadway
New York, N. Y.

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#2 -- Mr. Arnett

present method of check signing, etc. That remains as it is, only, if occasion requires, a certificate may be given. Article 4 of By-Law VIII is not intended, in the slightest degree, to prevent the Secretary from reporting actions of committees to the Board itself but the By-Law now follows the custom by which all such minutes are sent to the members of the Board. The custom of reporting recommendations from committees to the Board is not at all changed.

I am sending you a copy of the By-Laws so that you may, perhaps, refresh your mind with reference to them.

I think when you know the circumstances and see the significance of the amendments, you will not feel that the Committee on Revision made any serious blunder.

Yours very truly,

(Signed) J.S.Dickerson

Secretary.

THE UNIVERSITY OF CHICAGO
FOUNDED BY JOHN D. ROCKEFELLER
OFFICE OF THE PRESIDENT

April 25, 1922.

Mr. Charles R. Holden,
Chairman of the Committee on
Instruction and Equipment.

My dear Mr. Holden:-

Herewith I am enclosing a copy of a letter from Mr. Arnett with his comments on the proposed amendments to the By-laws and to the Statutes relating to the University Extension. What I have to say relates only to the latter subject. It is one of the unwritten rules of the Board, or at all events a custom, that on important matters we decide nothing without unanimous agreement. As I understand that two members of the Board are definitely opposed to the legislation limiting the Correspondence Work to persons outside of Chicago I am not disposed, therefore, to press the matter. At the same time I wish to leave on record with the Committee my own views on the subject.

It is my opinion that we have drifted far from the original, and what I believe to be, the desirable purpose of the Correspondence work. I can fully understand the enthusiasm of the very efficient administration of that Department, but it seems to me, nevertheless, that we have come finally to a position which I do not believe the University should occupy.

At the outset, in 1892, the University opened the

April 28, 1932

Mr. Charles E. Holden,
Chairman of the Committee on
Instruction and Equipment.

My dear Mr. Holden:-

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work of the University Extension. One branch of this was the Department of Correspondence Study teaching.

(1) I quote from the Annual Register of 1892-93, page 192, some paragraphs which seem to me pertinent.

While in no case should it be regarded as a substitute for class-room work, it may well be used to supplement it, at least by those who, for one reason or another, are prevented for a time from enjoying the privilege of class-room instruction.

Purpose and Constituency. It is the purpose of the work in this Department of the University Extension: (1) To prepare students, who live at a distance, for resident work in any particular department in the University. (2) To guide those who, having already resided at the University, desire to pursue their studies or investigations still further than the time spent in residence would permit.

(2) The President's Annual Report for 1920-21 recorded 6,352 students taking correspondence work. Of these, 1,043 were reported as residing in Chicago. I am informed that 219 of these were students in actual residence in the University, leaving 824 in Chicago who were not resident students.

(3) The Register for 1920-21, page 459, reports 98 members of the University Faculty as engaged in^{conducting} correspondence work, and 13 persons engaged in such work who were not members of the University Faculty.

(4) The growth in the number of persons taking correspondence work in the last few years will be shown by the following record.

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the Department of Correspondence Study Teaching.

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(4) The Register for 1920-21, page 483, reports 58,000

books of the University Faculty as engaged in correspondence

work, and 13 persons engaged in such work who were not members

of the University Faculty.

(5) The growth in the number of persons taking correspond-

ence work in the last few years will be shown by the following

figures.

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1916-17	4,133
1917-18	4,394
1918-19	4,415
1919-20	5,425
1920-21	6,352

(5) If from the total number of students in 1920-21 we take the 1043 in Chicago there would remain 5,309 outside of Chicago, or nearly as many as the total number in 1919-20. It would not, therefore, seem on the face of it as if the restriction would destroy or seriously impair the work of the Correspondence Study Department.

(6) It is fair to assume that not a few of these 1043 would have enrolled in University College classes, especially if further provision, as is desirable, had been made for holding more or less of such classes in other places than the loop.

(7) The present status ^{Correspondence} opens ~~these classes~~ to anybody without any question, excepting to University resident students, as to whether resident classes can or cannot be attended.

(8) If correspondence work is to be open to residents of Chicago the preceding status ⁽⁷⁾ cannot be avoided. The only practical distinction must be geographical. Otherwise the whole matter would rest merely on the statement of the student as to his own convenience.

(9) The question as to ^{whether} non-residents of Chicago could or could not take residence work in other institutions seems to me

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hardly material. We are concerned only with our own institution.

(10) Examination for credit in extension work was originally provided to be held at the University. (Register 1892-93, p. 193). Of course, individual cases have been very properly provided elsewhere when under suitable supervision.

(11) The courses desired by students can be obtained without serious delay on account of the Quarter system and the existence of University College.

(12) The present status makes practically no distinction between residence and correspondence work. It puts the University therefore on a par with such institutions as La Salle University.

The above statements are intended to leave on record my views of the whole matter. But, as I said, some Trustees are opposed to the legislation in question, ^{and} I shall not press the matter against their opinions.

Very truly yours,

HPJ:CB

enclosure

THE STATUTES OF THE UNIVERSITY

(Enacted by the Board of Trustees)

1. *The University* includes four Divisions: the Schools and Colleges; the University Extension; the University Libraries, Laboratories, and Museums; the University Press.

2. *The Schools and Colleges* include:

a) The Divinity School, the Graduate School of Arts and Literature, the Ogden Graduate School of Science, the School of Education, the Law School, the School of Commerce and Administration, the Graduate School of Social Service Administration, already organized; the School of Medicine, partly organized.

b) The College of Arts, the College of Literature, the College of Philosophy, the College of Science, the College of Education, and University College. Each of these colleges (with respect to its work) is divided into a Junior College and a Senior College. The former includes the first half of the curriculum, ordinarily known as the work of the Freshman and Sophomore classes, and the latter the second half, ordinarily known as the work of the Junior and Senior classes.

3. *The University Extension* includes the Correspondence-Study Department and the Library and Reading Department. It is the function of the Division to direct work done by students who are unable to attend exercises held at the University.

4. *The University Libraries, Laboratories, and Museums* include the General Library and all departmental libraries, the Laboratories of the University, and the General Museum and all special museums.

5. *The University Press* includes the Manufacturing Department, the Publication Department, the University Bookstore, and the Mailing and Shipping Department.

6. *The President* of the University is the executive head of the University in all its departments, exercising such supervision and direction as will promote the efficiency of every department; he is responsible for the discipline of the University; he presides at the meetings of all Ruling Bodies of the University, and is the official medium of communication between the Faculties and the Board of Trustees, and between the students of the University and the Board of Trustees; he recommends to the Board of Trustees appointments to the several Faculties; he is responsible for carrying out all measures officially agreed upon by the Faculties in regard to matters committed to them by the Board, and such measures concerning the internal administration of the University as the Board of Trustees may enact. He makes an annual report to the Board of Trustees of the work and condition of the University in all its departments.

7. *The University Chaplain*, in co-operation with the President, the University Preacher, and other officers, studies and proposes methods of promoting the spiritual life of the University, and the harmony and efficiency of its religious and benevolent organizations; he also serves as needed in religious exercises and ministers as a pastor.

8. *The University Recorder and Examiner* serves as secretary of the various Ruling Bodies of the University and has charge of the record of courses taken by each student and the rank attained in them, of diplomas, certificates of work, and letters of dismissal; he also has charge of the admission of students to all schools and colleges of the University, under regulations established by the Faculties.

9. *Deans*.—The Dean of Faculties co-operates with the President in matters pertaining to the educational administration of the University. The Graduate School of Arts and Literature, the Ogden Graduate School of Science, the Colleges of Arts, Literature, and Science, the Divinity School, the Law School, the School of Education, the School of Commerce and Administration, the Graduate School of Social Service Administration, and University College, have each at least one Dean. There is also a Dean of Women. Each Dean supervises in general the administration in his school or college, under the direction of the President, meeting personally the students and advising with them as to their courses of study.

10. *Directors*.—The University Libraries, the Laboratories, the Museums, the School of Education, the Observatory, and the Department of Physical Culture and Athletics are each under the general charge of a Director.

11. *The Members of the University Faculties* are classified as follows: the Professor, the Associate Professor, the Assistant Professor, the Instructor, the Associate, the Assistant, and the Fellow. The tenure of office of assistant professors is four years; of instructors, three years; of associates, two years; of assistants and fellows, one year. At the end of the said term the connection with the University of an assistant professor, instructor, associate, assistant, or fellow ceases unless he be reappointed. All officers of instruction and government are subject to removal for inadequate performance of duty or for misconduct.

12. *Organization and Powers of the University Ruling Bodies*.

PREAMBLE

This Statute shall be known as the University Government Statute, and it may be amended under that title. It is referred to herein as "this Statute," and the references herein to articles and sections designate the divisions of this Statute.

All advisory, legislative, and administrative powers in the University concerning its collegiate, graduate, and professional work, except those vested in the President by the Board of Trustees, shall be exercised by, or under the authority of, the Ruling Bodies specified in this Statute, according to their respective jurisdictions as herein defined.

ARTICLE I

THE UNIVERSITY RULING BODIES

The University Ruling Bodies shall consist of:

- The University Senate.
- The General Administrative Board.
- The Faculty of the Colleges of Arts, Literature, and Science.
- The Board of the Junior Colleges.
- The Board of the Senior Colleges.
- The Board of Admissions.
- The Board of Physical Culture and Athletics.
- The Board of Student Organizations, Publications, and Exhibitions.
- The Board of University Publications.
- The Faculty of the Graduate School of Arts and Literature.
- The Faculty of the Ogden Graduate School of Science.
- The Faculty of the Divinity School.
- The Faculty of the Law School.
- The Faculty of the School of Education.
- The Faculty of the School of Commerce and Administration.
- The Faculty of the Graduate School of Social Service Administration.
- The University Boards (see Article XII).
- The University Commissions.

ARTICLE II

PROVISIONS COMMON TO SEVERAL RULING BODIES

SECTION 1. *Constitution*.—

a) All persons, other than lecturers, above the rank of assistant, who are appointed for at least one year and substantially half of whose work for the current year is in a particular School or College, shall be members of its Faculty.

b) Assistants who are appointed for at least one year to give instruction in a particular School or College may attend the meetings and take part in the deliberations of its Faculty, but shall not vote.

c) Vacancies in the places of ex-officio representatives in any Ruling Body or Executive Board may be temporarily filled by persons appointed by the President.

d) The President shall be the presiding officer and the Recorder the secretary of each Ruling Body.

SEC. 2. *Jurisdiction and Powers*.—Each Faculty shall have general legislative and administrative power over all matters pertaining to its own meetings, and to the admission requirements, curricula, instruction, examinations, grading, and degrees in its own Schools or Colleges. These powers of each Faculty shall be exclusive and final, except as otherwise specified in this Statute.

a) Any action of a Faculty that in the judgment of the Senate seriously affects the general interests of the University may be disapproved by the Senate, in which case it shall become ineffective. Such disapproval shall require a two-thirds vote of the members of the Senate present, and must include the concurrence of at least one-half of the members in residence.

b) Any action of a Faculty that in the judgment of the Senate seriously affects the interests of another Faculty may, upon the protest of the Faculty concerned, be altered or reversed by the Senate.

c) Any action of a Faculty, chiefly administrative in character, that substantially affects either the interests of another Faculty or the general administration of the University, may be altered or reversed by the Senate, or by the General Board.

d) Each Faculty concerned shall be given an opportunity to be heard by the Senate or General Board, through representatives appointed by it for that purpose, before final action is taken by the Senate or General Board under a), b), or c), preceding. The operation of Faculty actions may, however, be suspended meanwhile, in the discretion of the Senate or General Board.

e) Questions of jurisdiction arising under this Statute between a Faculty and the Senate, or a Faculty and the General Board, shall be determined by the President.

SEC. 3. *Executive Boards*.—Any Faculty or any group of Faculties associated for administrative purposes may establish Executive Boards (not elsewhere provided for in this Statute) empowered to carry into effect such enactments as their respective Faculties may designate. Special Boards may be established for special functions. The members of these Boards shall be appointed annually by the Board of Trustees on the nomination of the President, and the number of members of each shall be determined from time to time by their Faculties. The President shall be chairman and the Recorder the secretary of each Board. These Boards shall report all actions to their respective Faculties, which retain all legislative power and may alter or reverse such actions and prescribe rules for the government of their respective Boards. Any Boards may make recommendations to its Faculty for legislation.

ARTICLE III

THE UNIVERSITY SENATE

SECTION 1. *Constitution.*—The Senate shall consist of the President, the Dean of Faculties, and all professors of full rank in the University.

SEC. 2. *Jurisdiction and Powers.*—

- a) The Senate shall have general legislative and administrative power over all matters not specifically reserved to a Faculty by this Statute.
- b) In regard to matters specifically reserved to a Faculty the Senate shall have the jurisdiction specified in Art. II, sec. 2, a), b), c), and d).
- c) The Senate may make recommendations to any Faculty concerning matters within the jurisdiction of the latter.
- d) The Senate may alter or reverse actions of the General Board or of any University Board, and may prescribe rules for their government.
- e) The Senate shall determine all questions of jurisdiction arising under this Statute between Ruling Bodies, except those questions specified in Art. II, sec. 2, e).
- f) The Senate shall determine all matters pertaining to its own meetings.

ARTICLE IV

THE GENERAL ADMINISTRATIVE BOARD

SECTION 1. *Constitution.*—The General Board shall consist of:

- a) The President, the Dean of Faculties, the Recorder, and the Chaplain.
 - b) The Dean of the Colleges of Arts, Literature, and Science, the Deans of all Schools and Colleges whose Faculties are constituted by this Statute, the Dean of Medical Students, the Director of University Extension, the Dean of Women, the University Examiner, and the Secretary to the President.
- SEC. 2. *Jurisdiction and Powers.*—The General Board shall have power, subject to the control of the Senate:
- a) To act in regard to all matters chiefly administrative in character not specifically reserved to a Faculty by this Statute.
 - b) To act in regard to matters specifically reserved to a Faculty, with the jurisdiction specified in Art. II, sec. 2, c) and d).
 - c) To alter or reverse the action of any University Board in any matter chiefly administrative in character.
 - d) To determine all matters pertaining to its own meetings.

ARTICLE V *tr to galley 951*

THE FACULTY OF THE COLLEGES OF ARTS, LITERATURE, AND SCIENCE

SECTION 1. *Constitution.*—The Faculty shall consist of:

- a) The President.
 - b) The Dean of Faculties.
 - c) The Dean of the Colleges of Arts, Literature, and Science, the Deans in the Colleges, the Dean of Women, the Departmental Examiners, and the Secretaries of the Lecture-Study and Correspondence-Study Departments.
 - d) The Heads, Acting Heads, and Chairmen of Departments in the Colleges of Arts, Literature, and Science.
 - e) Officers of instruction in the Colleges of Arts, Literature, and Science, as defined under Art. II, sec. 1, a).
 - f) The Dean and one representative from each professional Faculty (Divinity, Law, Commerce and Administration, Social Service Administration, Education) appointed annually by the Board of Trustees on the nomination of the President.
- SEC. 2. *Jurisdiction and Powers.*—The Faculty shall have control of the work in the Colleges of Arts, Literature, and Science, and of recommending candidates for the title of Associate and for the degrees of A.B., Ph.B., and S.B., with the jurisdiction and powers defined in Art. II, secs. 2 and 3. It shall also have control over all student activities administered by the Boards constituted in sec. 3, following.

SEC. 3. *COLLEGE EXECUTIVE BOARDS.*—

- a) A *Board of Colleges* shall be constituted as follows: The President, the Dean of Faculties, the Dean of the Colleges, the Deans in the Colleges, the Dean of the School of Commerce and Administration, the Dean of Women, the University Examiner, the Departmental Examiners, and such number of appointive members as shall be determined from time to time by the Faculty. The Board shall have charge of the affairs of the Colleges, and shall report all actions to the Faculty of the Colleges, which retains all legislative power and may alter or reverse such actions, and prescribe rules for the government of the Board. The Board may make recommendations to the Faculty for legislation.

ARTICLE VI *tr to galley 951*

THE FACULTY OF THE COLLEGE OF EDUCATION

SECTION 1. *Constitution.*—The Faculty shall consist of:

- a) The President.
- b) The Dean of Faculties.
- c) The Director of the School of Education, the Dean of the College of Education, the Deans of the University High School, and the Principal of the University Elementary School.
- d) The Heads, Acting Heads, and Chairmen of Departments in the School of Education.
- e) Officers of instruction in the College of Education as defined under Art. II, sec. 1, a), and members of the Department of Education in the Colleges and Graduate Schools of Arts, Literature, and Science.
- f) At least one representative of the Faculty of Arts, Literature, and Science from each of the groups recognized in the group conferences; and at least one representative each from the Faculty of the University High School and from the Faculty of the University Elementary School; to be appointed annually by the Board of Trustees on the nomination of the President.

SEC. 2. *Jurisdiction and Powers.*—The Faculty shall have control of the work in the College of Education and of recommending candidates for the two years' certificate of the College of Education and for the degree of Ed.B., with the jurisdiction and powers defined in Art. II, secs. 2 and 3.

SEC. 3. *Organization.*—The present internal organization of the constituent parts of the School of Education, including the College of Education, shall not be otherwise affected by this Statute.

ARTICLE VII *tr*

THE FACULTIES OF THE GRADUATE SCHOOL OF ARTS AND LITERATURE AND OF THE OGDEN GRADUATE SCHOOL OF SCIENCE

SECTION 1. *Constitution.*—The Faculties of the Graduate School shall consist of:

- a) The President.
- b) The Dean of Faculties.
- c) The Dean of the Graduate School of Arts and Literature, the Dean of the Ogden Graduate School of Science, the Dean of Women, and the Examiner for Colleges.
- d) The Heads, Acting Heads, and Chairmen of Departments in the Schools of Arts, Literature, and Science.
- e) Officers of instruction in the Graduate Schools as defined under Art. II, sec. 1, a).
- f) Any member of the University under whose guidance and responsibility a dissertation for the degree of Ph.D. has been completed in the University and finally accepted for the degree.

SEC. 2. *Jurisdiction and Powers.*—The Graduate Faculties shall have control of the work in the Graduate Schools and of recommending candidates for the degrees of A.M., S.M., and Ph.D., with the jurisdiction and powers defined in Art. II, secs. 2 and 3. Unless special meetings are separately called, the Graduate Faculties meet and act together as a single body.

SEC. 3. *The Separate Graduate Faculties.*—

- a) The President, the Dean of Faculties, the Dean of the Graduate School of Arts and Literature, and members of the Graduate Faculties constituted as in sec. 1, above, substantially half of whose work is in the Graduate School of Arts and Literature, shall be members of the Faculty of that School. The President, the Dean of Faculties, the Dean of the Ogden Graduate School of Science, and members of the Graduate Faculties substantially half of whose work is in the Ogden Graduate School of Science, shall be members of the Faculty of that School.
- b) Upon the call of the President or the Dean of its School, either Faculty may meet separately to take action concerning those matters mentioned in sec. 2, above, that affect its own School. Whenever such separate action is inconsistent with any action of the Graduate Faculties meeting together, it shall not become effective until approved by those Faculties in joint meeting, or by the Senate.

ARTICLE VIII *tr*

THE FACULTY OF THE DIVINITY SCHOOL

SECTION 1. *Constitution.*—The Faculty shall consist of:

- a) The President.
 - b) The Dean of Faculties.
 - c) The Dean of the School.
 - d) The Heads, Acting Heads, and Chairmen of Departments in the School.
 - e) Officers of instruction in the Divinity School as defined under Art. II, sec. 1, a).
- SEC. 2. *Jurisdiction and Powers.*—The Faculty shall have control of the work in the Divinity School, of recommending candidates for the degree of D.B., and of recommending its students to the Graduate Faculties for admission to candidacy for the Master's and Doctor's degrees and for those degrees, with the jurisdiction and powers defined in Art. II, secs. 2 and 3.

SEC. 3. *Existing Legislation.*—This Statute, as concerns the Divinity School, is subject to the existing regulations of the Board of Trustees governing the relations of the Divinity Faculty to the University.

ARTICLE IX *tr*

THE FACULTY OF THE LAW SCHOOL

SECTION 1. *Constitution.*—The Faculty shall consist of:

- a) The President.
 - b) The Dean of Faculties.
 - c) The Dean of the School.
 - d) Officers of instruction in the Law School as defined under Art. II, sec. 1, a).
- SEC. 2. *Jurisdiction and Powers.*—The Faculty shall have control of the work in the Law School, and of recommending candidates for the degrees of LL.B. and J.D., with the jurisdiction and powers defined in Art. II, secs. 2 and 3.

ARTICLE X *tr*

THE FACULTY OF THE SCHOOL OF COMMERCE AND ADMINISTRATION

SECTION 1. *Constitution.*—The Faculty shall consist of:

- a) The President.
- b) The Dean of Faculties.
- c) The Dean of the School.
- d) Officers of instruction in the School of Commerce and Administration as defined under Art. II, sec. 1, a).

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SEC. 2. *Jurisdiction and Powers.*—The Faculty shall have control of the work of the School of Commerce and Administration, and of recommending candidates for the Bachelor's degree, with the jurisdiction and powers defined in Art. II, secs. 2 and 3.

ARTICLE XI

THE FACULTY OF THE GRADUATE SCHOOL OF SOCIAL SERVICE AND ADMINISTRATION

SECTION 1. *Constitution.*—The Faculty shall consist of:

a) The President.

b) The Dean of the School.

c) Officers of instruction in the Graduate School of Social Service Administration as defined under Art. II, sec. 1, a.

SEC. 2. *Jurisdiction and Powers.*—

The Faculty shall have control of the work of the Graduate School of Social Service Administration with the jurisdiction and powers defined in Art. II, secs. 2 and 3. It may recommend candidates for the degree of A.M. in Social Service Administration. It may recommend its students to the Graduate Faculty for admission to candidacy for the Doctor's degree and for the degree.

ARTICLE XII

THE UNIVERSITY BOARDS

SECTION 1. *List of Boards.*—To advise as to the work connected with the publications of the University Press, and to direct and control student organizations, publications, and exhibitions, the admission of students, the work of the Department of Physical Culture and Athletics, the management of libraries, laboratories, and museums, medical affairs, religious activities, student employment, and the recommendation of teachers, there shall be the following University Boards:

The Board of University Publications.

The Board of Student Organizations, Publications, and Exhibitions

The Board of Admissions.

The Board of Physical Culture and Athletics.

The Board of Libraries.

The Board of Laboratories.

The Board of Museums.

The Board of Medical Affairs.

The Board of the Christian Union.

The Board of Student Employment.

The Board of Recommendations.

SEC. 2. *Constitution.*—The various Boards shall consist of the following members:

a) The President.

b) The Dean of Faculties.

c) Eight members, appointed annually by the Board of Trustees on the nomination of the President.

d) Administrative officers in charge of any of the activities controlled by Boards are ex-officio members of the appropriate Boards.

e) The Board of Physical Culture and Athletics shall include, besides ex-officio administrative officers [see d) above], two instructors (one of them in charge of Physical Culture for Women) appointed from that Department, the University Physician, a Dean of Women, one representative of the Alumni of the University, chosen annually under regulations prescribed by the Board.

f) The Board of Student Organizations, Publications, and Exhibitions shall include, besides ex-officio administrative officers [see d) above], a Dean of Women, the Director of Music, the Director of the University Band, two faculty members appointed from the Reynolds Club Council, two representatives of the Alumni Council appointed by the President of the University.

g) Editors-in-chief of departmental journals are ex-officio members of the Board of University Publications.

h) Library advisers of group libraries and the General Editor of the Press are ex-officio members of the Board of Libraries and Laboratories.

i) All persons giving medical instruction who are above the rank of assistant and are appointed for more than one year are ex-officio members of the Board of Medical Affairs.

j) The Board of the Christian Union shall be composed of the President of the University; the Recorder of the University; the Chaplain of the University; the President or Chairman of its co-operating organizations, or of their advisory boards; the salaried secretaries of such organizations; the Chairman of the Settlement Board; the Director of the choir; the Dean of women, ex-officio, and ten members of the Faculties of the University and ten members of the student body to be nominated by the Student Councils, to be appointed by the President of the University, and such other officially recognized student bodies as may take action to this end.

k) The Secretary to the President, the Secretaries of the Young Men's Christian Association and of the Young Women's Christian League, and the Manager of the Employment Bureau are ex-officio members of the Board of Student Employment.

l) One representative from each department in the Colleges of Arts, Literature, and Science shall be appointed annually to the Board of Recommendations by the Board of Trustees on the nomination of the President.

m) All appointive members of these Boards shall be appointed annually by the Board of Trustees on the nomination of the President.

SEC. 3. *Jurisdiction and Powers.*—

a) Each University Board shall have administrative power in regard to those matters for the direction and control of which it is constituted.

b) Each University Board shall report all actions to the Senate and the General Board.

c) Any action of a University Board may be altered or reversed by the Senate.

d) Any action of a University Board, chiefly administrative in character, may be altered or reversed by the General Board.

e) Each Board concerned shall be given an opportunity to be heard by the Senate or General Board, through representatives appointed by it for that purpose, before final action is taken under c) or d), preceding. The operation of Board actions may, however, be suspended meanwhile, in the discretion of the Senate or General Board.

ARTICLE XIII

THE UNIVERSITY COMMISSIONS

SECTION 1. The University Commissions shall include commissions for the following departments or groups of the University:

a) The Law School.

b) The Undergraduate Medical School.

c) The Graduate Medical School.

d) The Divinity School.

e) The School of Education.

f) The School of Commerce and Administration.

g) Colleges of Art, Literature, and Science.

h) Women's Interests.

i) Historical Group (Political Economy, Political Science, History, Sociology, and Anthropology).

j) Modern Language Group.

k) Classical Language Group.

l) Physics, Chemistry, and Mathematics.

m) Geology and Geography.

n) Biological Group (Zoölogy, Anatomy, Physiology, Botany, Pathology, Hygiene, and Bacteriology).

SEC. 2. *Object:* To promote the interests of the University by

a) Fostering a closer relationship between the alumni and the University.

b) Developing a closer relationship between the faculties and trustees.

c) Developing more actively the interest of representative Chicagoans in the University.

Duties: It shall be the duty of each commission to study the work of its school or group, and from time to time make suggestions to the Board of Trustees as to the manner and means of improving the work of the school or group. These suggestions shall be sent to the Board of Trustees through the President of the University, who shall transmit them to the Board with his recommendations.

SEC. 3. *Membership:* Each commission, except the Commission for the Colleges of Arts, Literature, and Science (g) Section 1), shall be composed of:

a) Two Alumni.

b) Two or more residents of Chicago or vicinity not connected in an official capacity with the University.

c) Two members of the Faculty (except as provided for in note).

d) One member of the Board of Trustees, and an alternate Trustee.

e) The Commission for the Colleges of Arts, Literature, and Science shall be composed of four Alumni, four or more residents of Chicago or vicinity not connected in an official capacity with the University, four members of the Faculty, one member of the Board of Trustees, and one alternate Trustee.

NOTE.—Where one commission is provided for two departments, one faculty member of the commission shall be appointed from each department. If the group is composed of more than two departments, then one member shall be added from the faculty to represent each additional department.

SEC. 4. *Method of appointing members and term of office:*

a) One alumnus member shall be elected by the Alumni Council and one shall be appointed by the President of the Board of Trustees, upon recommendation of the President of the University, except provided for in note.

b) Resident of Chicago members shall be appointed by the President of the Board of Trustees, upon recommendation of the President of the University.

c) Faculty members shall be appointed by the President of the Board of Trustees, upon recommendation of the President of the University, and, whenever practical, shall be the head of a department or dean closely associated with one of the departments.

d) The Trustee member and his alternate shall be appointed by the President of the Board of Trustees.

e) Upon the inauguration of the commissions, the faculty members, the alumni members, and the resident members shall be appointed alternately for one year and two years; thereafter, all appointments and elections, except to fill unexpired terms, shall be for the term of two years.

f) When vacancies occur, a member shall be appointed or elected to fill the unexpired term in the same manner as his predecessor.

NOTE.—On the Commission for the Colleges of Arts, Literature, and Science, two alumni shall be elected by the Alumni Council and two shall be appointed by the President of the Board of Trustees upon recommendation of the President of the University.

SEC. 5. *Meetings:*

a) Each commission shall meet at least once each quarter, except the Summer Quarter, and at least one meeting each year shall be with the teaching force of all departments or groups represented. There shall be at least one joint meeting of all commissions and the Board of Trustees of the University during the Spring Quarter of each year.

b) Special meetings may be called in accordance with such regulations as may be provided by the commissions or upon the call of the chairman of the commission.

SEC. 6. *Officers:* Each commission shall elect a chairman and a secretary annually, during the Spring Quarter.

SEC. 7. *Members ex-officio:* The President of the University shall be ex-officio member of each commission.

c) Upon vote of any Faculty that its interests are seriously affected by the action of any University Board, the operation of such action is suspended until it shall have been reported to the Senate or General Board as provided in this Statute.

ARTICLE XIV

DEPARTMENTS

SECTION 1. *Constitution.*—A department shall consist of members of any Faculty as defined in sec. 1, a) regularly appointed to give instruction or carry on research in one of the well-recognized divisions of study and investigation.

SEC. 2. *Powers and Organization.*—

a) The department as a body, subject to the approval of the President and the Board of Trustees, and subject to the general statutes of the University, shall determine from time to time the general policy and work of the department and include among its duties: (1) The duty of determining in consultation with the Dean of the school or college in which the department may be established the program of studies offered by the department; the candidacy of students for higher degrees; the examination of candidates for higher degrees; the filing of theses for higher degrees; the assignment of rooms allotted to the department; (2) The duty of editing the departmental journal, if any be edited; of determining the policy of the departmental library and of recommending the appropriation of the money assigned to the department for books and apparatus; of providing for the examination and acceptance of theses for higher degrees; and of examining candidates for higher degrees.

b) The administration of the department shall ordinarily be conducted through a chairman, who shall be appointed by the President from the department to serve for three years, at the end of which period a new chairman shall be appointed or the same one reappointed.

c) In the case of a large department a secretary shall ordinarily be appointed by the President from the department to aid in the work of administration. For this work he shall receive appropriate compensation.

d) The chairman shall preside at all meetings of the department. He shall be the executive officer of the department and be charged with the power and duty of carrying out the regulations adopted by the department. He shall be the official representative of the department in all official communications with the President and with other officers and boards of the University, and also in all departmental communications with students.

SEC. 3. *Exceptions.*—The method of departmental organization and management provided for in sec. 2 above shall be applied to departments having permanent heads at the time this legislation is enacted, when the headship of such departments shall become vacant, provided, however, that other forms may in exceptional cases be temporarily adopted.

ARTICLE XV

AMENDMENTS

Amendments to this Statute may be recommended to the Board of Trustees in either of the following ways:

a) Amendments may be recommended to the Senate by any Ruling Body, or the Senate itself may propose them. An opportunity shall then be given to any other Ruling Bodies affected also to make recommendations upon the matter to the Senate. By a majority vote the Senate may recommend the proposed amendments to the Board of Trustees for adoption. Should the Senate be adverse, any Faculty may still have the matter presented to the Board of Trustees by a two-thirds vote (a majority of the voting members of the Faculty in residence being present), in which case there shall be laid before the Board of Trustees a report stating the recommendations of all Ruling Bodies and the adverse action of the Senate, with the reasons for each.

b) Upon call of the President, or at the request of the Senate, or of any two Faculties, or of any one Faculty by a two-thirds vote, a joint meeting shall be held of all Faculties at which amendments may be recommended directly to the Board of Trustees. The Senate or any Faculty may dissent from these recommendations and may present to the Board of Trustees a statement containing the reasons therefor.

13. *The Academic Year* is divided into four quarters. The Summer Quarter is divided into two terms. The year begins with the first day of the Summer Quarter. The Autumn Quarter begins about October first and continues until just before Christmas. The Winter Quarter begins about January second and continues eleven to twelve weeks. The Spring Quarter begins approximately a week after the end of the Winter Quarter and continues eleven to twelve weeks. The Summer Quarter begins immediately after the Spring Quarter and continues about eleven weeks. There is a recess of about a month between the Summer and Autumn Quarters.

14. *Work and vacation credit of members of the Faculties.*—Each resident member of a faculty gives instruction thirty-six weeks of the year, ten hours a week or its equivalent. Members of faculties of a rank below that of Associate Professor, at the discretion of the President, for two quarters within a year, may be required to give instruction fifteen hours or the equivalent. The member of a faculty takes his vacation in any one of the four quarters, according as it may be arranged, or he may take two vacations of six weeks each at different periods of the year. For every quarter or term in a year he may teach, in addition to the number of hours required, he receives, according as it may be arranged by the President, either an extra full pro-rata vacation or an extra two-thirds pro-rata salary, payable monthly during such vacation period. In case of resignation vacation credit thus earned is paid on the basis of two-thirds pro-rata salary.

With reference to vacation credit the following limitations are to be observed:

1) No obligation against the University for extra vacation credit shall be created except by vote of the Board of Trustees, on recommendation of the President, in each individual case.

2) As a rule no member of the Faculty may acquire at a given time more than nine months' extra vacation credit.

3) No member of the Faculty lower in rank than an Associate shall be entitled to obtain extra vacation credit.

15. *Convocation.*—A quarterly Convocation is held during the last week of each quarter. At this Convocation degrees are conferred upon students who have completed their courses of study.

16. *Retiring allowances.*—1) Any person in the service of the University and sixty-five years of age who holds the position of President of the University, Director or Associate Director of the University Libraries, or University Examiner, and who has been for a period of fifteen years in the service of the University, in a rank not lower than Assistant Professor; and any person in the service of the University and sixty-five years of age, who has been, for a period of fifteen years in a rank not lower than Assistant Professor, a member of the teaching staff of the Graduate Schools of Arts, Literature, and Science, the Graduate Divinity School, the Law School, the School of Commerce and Administration, the Graduate School of Social Service Administration, or the Colleges, may retire from active service, or be retired by the Board of Trustees, on an annual allowance to be computed as follows:

a) For fifteen years of service, forty per cent of the average annual salary received during the five years immediately preceding the time of retirement.

b) For each year of service beyond fifteen years, two per cent of the said average annual salary.

But no annual allowance shall exceed sixty per cent of the said average annual salary, nor shall it exceed \$3,000.

A person between sixty-five and seventy years of age, eligible to a retiring allowance, may retire, or may be retired by the Board of Trustees; at the age of seventy years he shall retire, unless the Board of Trustees specially continues his service.

2) The widow of any person in receipt of, or eligible to, a retiring allowance at the time of his death shall be entitled to one-half of the amount of his allowance during the period of her widowhood, provided she was his wife at the time of his retirement and had been his wife for not less than ten years before his death.

3) No right or claim under this statute shall vest in, or accrue to, any person until a retiring allowance shall become due and payable under and in accordance with it; and the exercise of the right or power of the Board of Trustees to terminate the service, or reduce the salary, of any person shall not give to such person any claim or cause of action hereunder against the University.

4) The Board of Trustees reserves the right to suspend the retiring allowance of any person who, while in receipt of such allowance, accepts an appointment on the staff of any other institution of learning.

5) The obligation of the University to pay retiring allowances shall be neither greater nor less than its obligation to pay salaries to persons in active service, so that if misfortune should compel a percentage of reduction of salaries, retiring allowances may be reduced in the same proportion.

6) Nothing in this statute shall preclude the Board from granting other retiring allowances, or allowances on account of disability, to officers of administration or instruction, or their widows, where the term and character of service or the special circumstances of the case make the same appropriate, or from adding a term of years to the actual years of service of a person who enters the service of the University as an associate professor or as one of higher rank.

7) The Board of Trustees retains the power to alter this statute, but the alteration shall not have any effect as to persons of the class or rank mentioned in Article 1 at the time of such alteration.

8) Persons entering the service of the University on or after January 1, 1922, and persons in its employ not having attained the rank of Assistant Professor on that date shall not thereafter be eligible to receive retiring allowances as hereinbefore provided.

17. *Contributory retiring allowances.*—1) On and after January 1, 1922, the University will contribute toward the payment of premiums on an annuity policy for anyone in its service whose term of office in the University (as defined in Sections 3 and 4 of this Statute) began on or after January 1, 1922, who is entitled to participate in the Contributory Retiring Allowance Plan, in this Statute provided for, during the period of his service, an amount equal to 5 per cent. of the regular annual salary paid to such person by the University up to a maximum amount of \$300 per annum and the said person shall contribute an equal amount for the same purpose. The term "salary" shall also include compensation received as an administrative officer but shall not include compensation for extra work, house rent, or other perquisites.

2) The annuity policy referred to in this Statute shall be the non-participating, deferred annuity policy, Teachers' Retirement Plan, now issued by the Teachers' Insurance and Annuity Association of America, or an annuity policy issued by that Association or by some other insurance company, but in all cases both policy and company shall be subject to approval by the Board of Trustees of the University.

3) The persons hereinafter designated shall be required to participate in the Contributory Retiring Allowance Plan described in this Statute provided they shall render service to the University averaging not less than two-thirds regular service as defined in Statute 14 of the University:

a) Persons appointed to the position of President of the University, Director and Associate Director of the Libraries, University Examiner, University Recorder, and Secretary of the Correspondence-Study Department.

b) Persons of an academic rank not lower than that of Assistant Professor and who are members of the teaching staff of the Graduate Schools of Arts, Literature, and Science; the Graduate Divinity School; the Law School; the School of Commerce and Administration; the Graduate School of Social Service Administration, or the Colleges.

4) Instructors in the University after two years of service in the University in such rank shall be eligible to participate in said plan.

5) A person required to participate in the Contributory Retiring Allowance Plan shall be permitted to count toward his annual contributions the premiums concurrently paid by him on annuity policies provided both the policies and the companies shall be approved by the Board of Trustees of the University.

6) In all cases the annuity policy or policies shall be deposited with the University and shall not be assigned, pledged, or surrendered without the consent of the University, so long as the University continues its contributions.

7) A person reaching the age of sixty-five years, eligible to participate in the Contributory Retiring Allowance Plan, may retire or be retired by the Board of Trustees. At the age of seventy he shall retire unless the Board of Trustees specially continues his service. In no event shall the University continue its contribution beyond the minimum age of retirement, or after a person withdraws from the University, or after a person's relations with the University have been terminated by the Board of Trustees of the University.

8) Any person in the service of the University who entered such service prior to January 1, 1922, and who prior to that date attained therein a rank or position rendering him eligible in due time to participate in the Retiring Allowance plan set forth in Statute 16, may, with the consent of the Board of Trustees of the University, and provided application for such transfer is made within three years from the foregoing date, transfer to the Contributory Retiring Allowance plan provided for in this Statute. In case of such transfer and in the event that the person shall remain in the service of the University, in a rank not lower than Assistant Professor, and a member of the teaching staff of the Graduate Schools of Arts, Literature, and Science; the Graduate Divinity School; the Law School; the School of Commerce and Administration; the Graduate School of Social Service Administration, or the Colleges, until he has reached the age of sixty-five years, and shall until that date continue his contributions toward the payment of premiums on an annuity policy as in the Statute provided, then the University will, upon his retirement, procure for or pay to him, in addition to the payments provided for in this Statute, a supplementary non-transferable annuity in an amount equal to the difference, if any to his disadvantage, between the retiring allowance that would have been received under the provisions of Statute 16 and the annuity which shall be receivable under the policy taken out under the provisions of this Statute; and the University will procure for or pay to the widow of any person transferring to the Contributory Retiring Allowance Plan an annuity of one-half of the amount of his supplementary annuity, as hereinbefore provided, during the period of her widowhood provided she was his wife at the time of his death and had been his wife for not less than ten years before his death. Any person electing to transfer from the Retiring Allowance Plan to the Contributory Retiring Allowance Plan shall be entitled to the benefits and shall, except as herein otherwise provided, be governed by the provisions of the latter plan. Any person electing to transfer from the Retiring Allowance Plan to the Contributory Retiring Allowance Plan shall not thereafter be eligible to any of the benefits of the original Retiring Allowance Plan.

9) The obligation of the University to contribute toward the payment of premiums on annuity policies shall be neither greater nor less than its obligation to continue to pay salaries at any stated scale to persons in active service, so that if misfortune should compel a reduction of salaries, its contributions towards the payment of premiums may be reduced in the same proportion.

10) Nothing in this Statute shall preclude the Board of Trustees from including in the provisions of this Statute other persons in its employ than those described therein, or to make provision for transfer to this Contributory Retiring Allowance Plan by persons eligible on January 1, 1922, to participate in retiring allowances as provided for in Statute 16; nor from granting retiring allowances or allowances on account of disability to officers of administration or instruction, or their widows, where the term and character of service, or the special circumstances of the case make the same appropriate.

11) The University reserves to itself the right from time to time to modify, amend, or repeal this Statute; but in such event the provision already in force relating to any person under this Statute shall in no way be altered to his disadvantage except as provided in Section 9.

18. *Classification of courses.*—Courses of instruction in the University are classified as majors and minors. The minor calls for four or five hours of classroom work, or its equivalent, each week for six weeks; the major, for four or five hours of classroom work, or its equivalent, each week for twelve weeks. A minor calling for eight to ten hours of classroom work, or its equivalent, each week, is called a double minor; a major calling for eight to ten hours of classroom work, or its equivalent, each week, is called a double major. The regular work of a student during each quarter is three majors or their equivalent.

19. *Non-resident work.*—

a) Non-resident work done under the direction of the University Extension Division of the University of Chicago, when duly completed and reported, will be accepted as meeting the requirement for the Bachelor's degree to the maximum amount of eighteen majors, provided such credit be conditioned upon at least one year of satisfactory work in residence.

b) Non-resident work for the degree of Doctor of Philosophy will be accepted for not more than one-third of the total requirement for such degree.

20. *Divisions and Student Councils.*—The students of the Colleges are classified in four divisions, according to the number of major credits on the University records. From these divisions student representatives are chosen to form Senior and Junior College Councils. These councils serve as the executive committees of the students, consider any matters referred to them by the Faculty and report upon the same, and superintend any meetings or celebrations of the students of the Senior and Junior Colleges respectively. The councilors act in connection with the Faculty officers of each division.

21. *Fellowships.*—The Fellowships of the University are assigned on the ground of proficiency already attained in a given department. The Fellow is expected to give one-sixth of his time to some service in connection with the University. He is not permitted while holding a fellowship to do work of any kind for which he receives remuneration, without the permission of the President.

22. *Chapel service and public worship.*—A chapel service is held on week days. Attendance is required one day in each week from students in the Colleges.

23. *Cap and gown.*—The official cap and gown are worn by the instructors and students of the University on appropriate public occasions.

24. *Degrees.*—The degrees of Bachelor of Arts, Bachelor of Philosophy, Bachelor of Science, Bachelor of Arts in Education, Bachelor of Philosophy in Education, Bachelor of Science in Education, Master of Arts, Master of Science, Doctor of Philosophy, Bachelor of Theology, Bachelor of Divinity, Bachelor of Laws, Doctor of Music, and Doctor of Law (J.D.) are conferred upon the recommendation of the several Faculties. None of these degrees will be conferred on a student who has done less than one year of resident work in the University of Chicago. The (honorary) degrees of Doctor of Divinity, Doctor of Music, Doctor of Laws, Doctor of Science, and Doctor of Humane Letters are conferred upon the recommendation of the University Senate. These degrees are granted only for specific achievements in such fields as scholarship, discovery, or administration. At the Convocation Ceremony the President recites the specific ground upon which these degrees are conferred, and the recipients are present in person.

25. *Certificates.*—The two years' certificate of the College of Education is conferred upon students who complete that amount of work according to the regulations of the Faculty of the College of Education.

26. *Official documents.*—The official documents of the University are: (a) the *Weekly Calendar*; (b) the *University Record*; (c) the *Annual Register*; (d) the *Announcements, Bulletins, and Circulars of Information*; (e) the *Quarterly Time Schedules*; and (f) the *President's Report*.

27. All rules, regulations, and statutes heretofore adopted, inconsistent with these statutes, are hereby repealed.

8-23-23
BB

OFFICERS OF INSTRUCTION
(Above the rank of Assistant)

September 30, 1923

Professors	103
Associate Professors	50
Assistant Professors	45
Instructors	67
Associates	8
Professorial Lecturers	4
Lecturers	3
Total	<u>280</u>
School of Education	
Principals	2
Professors	9
Associate Professors	4
Assistant Professors	14
Instructors	11
Teachers	55
Total	<u>95</u>
Grand Total	<u>375</u>

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and for correction
next September
(per copy)

OFFICERS OF INSTRUCTION
 (Above the rank of Assistant)

September 30, 1923

Professors	108
Associate Professors	50
Assistant Professors	45
Instructors	67
Assistants	8
Professional Lecturers	4
Lecturers	3
Total	285

School of Education	
Principals	2
Professors	9
Associate Professors	4
Assistant Professors	14
Instructors	11
Teachers	55
Total	95
Grand Total	379