

University bodies

THE BOARD OF TRUSTEES

Organized June 18, 1890.

First ~~xxxxxxx~~ annual meeting held June 23, 1891.

THE UNIVERSITY CONGREGATION

Organized January 2, 1897, in accordance with Statute XIX of the University.

Membership of 1) officers of administration and instruction ~~xxxxxxx~~ of the rank of instructor and above,

2) Doctors of Philosophy of the University of Chicago,
3) representatives of the Alumni of the University

upon the conditions established in the Statute, 4) officers of affiliated colleges, upon formal election, 5) such others upon recommendation by the Senate as may be elected to honorary membership.

Stated meetings are held quarterly in connection with the Convocation to consider subjects referred to it, and to make recommendations to the governing bodies of The University. Special meetings are held upon call of the President or the Senate, Council or Faculty.

The Congregation Dinner takes place in connection with each quarterly meeting.

The Congregation recommends to the Board of Trustees the Convocation orator and conducts the Celebration of Founder's

Day.

THE HOUSE OF COMMONS

GEORGE IV. 1830.

Printed by W. L. G. 1830.

21. Doctor of Philosophy of the University of London
(Representative of the University of London)

1830

OFFICIAL
BODIES

THE UNIVERSITY SENATE includes 1) the President, 2) the University Recorder, 3) the Heads of Departments of Instruction, 4) the University Librarian, 5) the Director of the University Extension Division, 6) Members of the Faculties ~~xx~~ elected by the Congregation.

The Senate holds stated meetings monthly to consider general questions relating to the educational work and policy of the University.

THE UNIVERSITY COUNCIL

consists of 1) the President, 2) the University Chaplain, 3) the University Recorder, 4) the University Registrar, 5) the Deans of all Schools, colleges, and Academies, 6) the Director of the University Extension Division, the 7) the Director of the University Libraries, Laboratories and Museums, 8) the Director of the University Press, 9) the Director and the Dean of Affiliations, 10) the Director of Coöperative Work, 11) the Principals or Deans of Affiliated Institutions, 12) members of the Faculties elected by the Congregation.

The Council holds stated meetings monthly to consider questions relating to the general administration of the University.

THE FACULTIES:

The Faculties of Arts, Literature, and Science consists of the various faculties of the schools and colleges of Arts, Literature and Science. Each of these faculties consists of all instructors appointed for a longer term than one year to do work in connection with that Faculty. These faculties are as follows:

The Faculty of the Junior Colleges

THE FACULTY OF THE SENIOR COLLEGES

THE FACULTY OF THE GRADUATE SCHOOL OF ARTS AND LITERATURE

THE FACULTY OF THE OGDEN (GRADUATE) SCHOOL

The Faculty of the Divinity School has charge of the work of the Divinity School, and includes those who give instruction in the graduate Divinity School, the English Theological Seminary, and the Scandinavian Theological Seminaries.

THE FACULTY OF THE UNIVERSITY EXTENSION ~~XXXXX~~ has charge of the work of the University Extension. It includes the director and the secretaries, those who give instruction in the various departments of the University Extension work, and, in addition, the heads and acting heads of departments of instruction in the University, or instructors designated to represent the heads or acting heads.

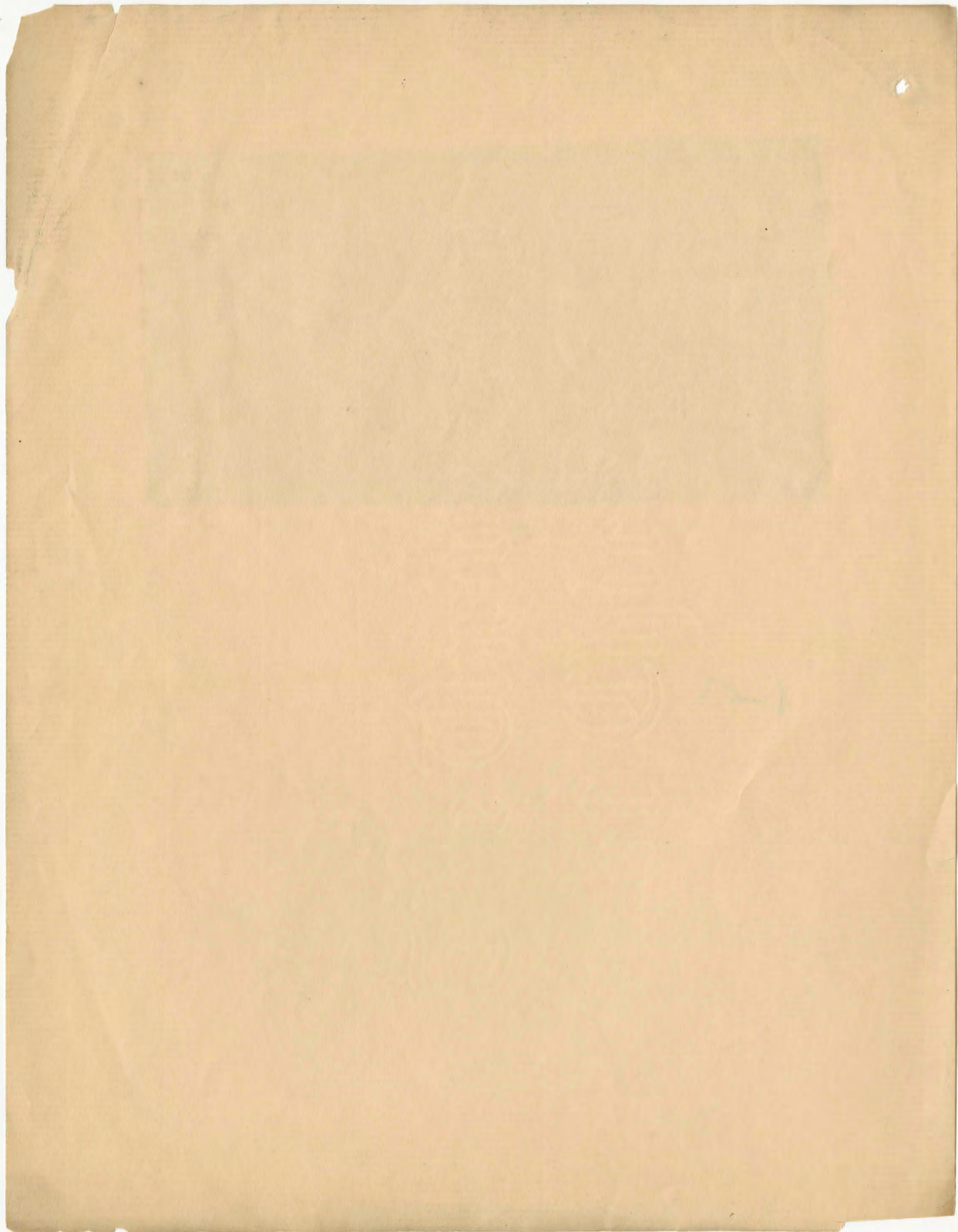
THE BOARD OF RECOMMENDATION OF TEACHERS

Organized April, 1899.

Membership consists of the president, the Recorder, five members of the Faculty and a Secretary who acts as its chief executive officer. A large Faculty committee assists in the work.

Its purpose is the keeping of records of approved persons including present and former students of the University for the purpose of recommending suitable candidates for positions which are reported to it.

8-6.



THE COUNCILS

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THE GRADUATE COUNCIL

THE DIVINITY COUNCIL

THE SENIOR COUNCIL

THE JUNIOR COUNCIL

THE COMMISSION

MISSOURI

THE BOARD OF

THE DIVISION OF

THE OFFICE OF

THE LEGAL COUNSEL

Nov. 28th, 1907.

The Congregation does not quite fill this function because it contains so many persons who are not immediately connected with the faculties. In such a body as the General

My dear Mr. Coulter:—obvious that the Arts faculty will always have an over- Yours of the 26th inst. received.

It seems to me that there remain three things to be considered very carefully.

1. The structure of the Senate. By the way, one of the suggestions in the draft which you showed me, namely, that when a senator is absent some other person from his department be appointed temporarily to fill his place, is involved in this question. It depends on the way in which the Senate is regarded. If it is primarily a representative body, there is one plan to be followed; if it is primarily a body consisting of the permanent officers of the University of the highest rank, another plan is to be followed. This should be taken up in the right way and considered.

2. The General Faculty. It may be that with the reorganization contemplated it will no longer be necessary. It had seemed to me that there ought to be provision made for some one general meeting in which everybody who belongs to the University might have an opportunity to express himself.

Nov. 28th, 1907.

*Unpublished
Gooding*

My dear Mr. Cowley:-

Yours of the 28th inst. received.

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November 22, 1907.

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3. The Congregation certainly should be taken into account. I am inclined to think that one meeting a year will be entirely adequate. Let it be the grand nucleus involving not the faculties merely but also the Doctors of Philosophy and other members. How would it do to have the General Faculty retained with some such powers as the

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At the meeting last week the Committee on Reorganization reached the statement of principles and the editing of its report. Those who have legislative authority in their respective faculties and for a further meeting in the spring of adoption at our meeting Friday, Nov. 29, 4:15 P.M., at the Quadrangle Club. similar character involving the presence of those who have

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In connection with our discussion two matters were brought up concerning which I would like your judgment. in the University and whose opinions might be valuable.

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1. The General Faculty with its present powers seems to be a body able to undo all that we have done. The opinion was expressed

Suggesting these matters for consideration, I am by some of the Committee that its legislative functions might interfere seriously with the work of the Faculties as constituted by our report. Of course, in a sense, the General Faculty is a kind of constituted convention, and it has justified itself already in this reorganization scheme, as well as in other ways. What would prevent a few disgruntled individuals from calling another General Faculty meeting to reorganize again; or to up-set actions taken by the various Faculties entirely within their rights? It seems to most of us that the General Faculty must either be shorn of some of its powers or disappear.

Very truly yours,
H. P. Judson

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November 26, 1907.

President Judson,
Haskell Museum.

Dear President Judson:

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November 28, 1907.

President Johnson,

Harvard University,

Cambridge, Mass.

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2. Should not the Corporation be taken into account in this same scheme? The prevailing idea in the Committee seems to be to limit the meetings of the Corporation to an annual one, held in connection with the June Convocation, the purpose being to report impor-

tant actions of the Faculties and to receive recommendations. This would seem to give us a very desirable opportunity to make effective connection with our Alumni, and to hear from them anything they had to recommend. It was felt, however, that perhaps once a year would be sufficient for this purpose.

Yours sincerely,

John M. Coulter

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Yours sincerely,

John M. Gullett

November 15, 1912.

To the University Senate:-

In anticipation of the November meeting of the University Senate I have the honor to submit the following transcript of important actions of University Ruling Bodies since the meeting of last May:

I. Faculty of the Colleges:

1. (May 22, 1912) Acceptance of the following report of the Curriculum Committee:

ADVANCED STANDING

1. Students entering the University with less than eighteen majors of advanced standing shall be held for 1 and 3 of the requirements for the Associates' title, and for the principal and secondary sequences of the Senior Colleges.

2. (A) Students entering the University with eighteen or more majors of advanced standing are to be held for the English and modern Language requirements of the Junior Colleges, provided that a student entering with two or more units of ancient language may be exempted from a modern language requirement upon the recommendation of the Dean and the approval of the Board of the Senior Colleges. Such students must devote at least one-half of the remaining courses required for the Baccalaureate degree to Senior College courses, in accordance with the requirement of coherent and progressive sequences*.

*Note: -

This provision does not modify the general requirement that for the degree of A.B. two sequences of eleven majors of Latin and nine majors of Greek, including entrance work, must be completed, nor that for the degree Ph.B. a sequence of nine majors in one of the departments I to XVII; and for the degree of S.B. a sequence of nine majors in one of the departments XVII or XVIII to XXVIII must be completed; nor on the other hand does it require

2. (B) If a student entering with eighteen or more majors of advanced standing, present to the Dean of the Senior Colleges during the first quarter of residence, a rational scheme of courses to be followed up to graduation, he may, with the consent of the Dean and Senior College Board, be excused from all courses specifically required in college. In order to secure a degree under this plan, a student must maintain an average grade of three grade points per major taken.

ENTRANCE

For the coming academic year, (October 1912-October 1913) the Examiner is authorized to admit to the Junior Colleges of the University of Chicago, students whose applications are in hand one week before the opening of the Autumn quarter and whose record in accredited preparatory schools is above the passing mark of the school, to an extent expressed in the following scale, i.e., approximately 25% of the difference between the passing mark and 100).

Passing grade of the School	Average grade neces- sary to the entrance to the University
60 -----	70
70 -----	78
75 -----	81
80 -----	84

Note (continued from page 1)
that in case those sequences have already been completed elsewhere, the student admitted to advanced standing shall select his coherent and progressive work from those same departments.

In passing upon the program for students who are planning to take as undergraduate at least six majors of professional work (Divinity, Education, Law, or Medicine) the Dean of the Senior Colleges acts in consultation with the appropriate Dean in charge of professional work.

2. (June 1, 1912) Approval of the following recommendations
from the Curriculum Committee:

When two units of Modern Language are offered the student must submit to an efficiency test during the first quarter of residence or arrange to register for the proper course to be passed with a grade not lower than C. Students entering with no Modern Language must plan such study in the first quarter of college residence.

(Four units in a foreign language, in any single science, or in English are to be accepted if presented in proper form)

The deans are authorized to make exceptions in special cases of the continuation requirement in the Freshman year. Each student will be obliged to pursue at least one subject throughout the first year, but this may in some cases be a topic not pursued during the last school year and not pursued to the extent of two or more units in any stage of the school work.

II. Faculties of the Graduate Schools:

1. (July 20, 1912) Adoption of the accompanying report from
the Standing Committee on Master's Degrees:

Credits beyond those necessary for the Bachelor's degree, secured before taking that degree, may be counted toward the Master's degree under the following conditions:

1) The excess credits must be in courses which would count toward the Master's degree if taken after Baccalaureate graduation.

2) The grade in courses admitted to graduate standing shall not be lower than B.

3) The failure to take the Bachelor's degree before the excess credits were accumulated shall not be due to the fault of the student.

4) The admission to graduate standing of the credits secured before the Bachelor's degree is taken, shall not operate to reduce, (1) the period of residence for the Master's degree below three quarters after the number of credits required for the Bachelor's degree had been earned, or, (2) the period of residence for a Bachelor's degree and a Master's degree below six quarters. (This, (2), applies only to students who enter with at least three years' advanced college standing).

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY

REPORT OF THE
COMMISSIONERS OF THE
UNIVERSITY OF CHICAGO

FOR THE YEAR
1900-1901

CHICAGO, ILL.
1901

PRINTED BY THE
UNIVERSITY OF CHICAGO PRESS

CHICAGO, ILL.
1901

CHICAGO, ILL.
1901

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1901

CHICAGO, ILL.
1901

III. The General Administrative Board:

1. (October 26, 1912) Adoption of the following schedule of examination periods for the Autumn Quarter:

8:15 classes	Examination	Wednesday, 9:15 - 12:15 A.M.
9:15 "	"	Thursday, 9:15 - 12:15 A.M.
10:15 "	"	Friday, 9:15 - 12:15 A.M.
11:15 "	"	Wednesday, 2:15 P.M.
1:15 "	"	Thursday, 2:15 P.M.
2:15 "	"	Friday, 2:15 P.M.
3:15 "	"	Monday preceding Convocation, 3:15 P.M.

Respectfully submitted,

A. K. Parker,

University Recorder.

The Committee on Rules and Procedure recommends the following order of business for the meeting of the University Senate on November 23rd:

1st. Report of Committees:

1. Report of the Committee on Special Examinations in the Law School and in the Colleges, Committee: Gale, Chairman; Hall, Freund, Miller, F.J., and Marshall.
 2. Report of the Commission upon the Conferring of Doctor's degrees throughout the United States, with Special Reference to the Relation of the J. D. to the Ph. D. at the University of Chicago. Commission: Shorey, Chairman; Hall, Small, Breasted, Cutting, Dodd, E. H. Moore and The President.
 3. Report on the Meeting of the Association of American Universities. The President and Dean Small.
- 2nd. Considerations of Actions of the Ruling Bodies.
- 3rd. New Business.

1. Informal Discussion of the Question of the Basis for Advancement in the Faculty.
2. Other New Business.

Julius Stieglitz,
Chairman.

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF THE HISTORY OF ARTS
OFFICE OF THE CURATOR
OF THE MUSEUM OF ARTS
AND ARCHITECTURE
CHICAGO, ILLINOIS
U.S.A.

TO THE
HONORABLE
THE PRESIDENT
OF THE UNIVERSITY
OF CHICAGO
CHICAGO, ILLINOIS
U.S.A.

SIR,

I have the honor to acknowledge the receipt of your letter of the 10th inst. in relation to the proposed purchase of the book of the artist, and in reply to inform you that the same has been referred to the Committee on the Purchase of Books, and that they have recommended the purchase of the same for the sum of \$10.00.

I am, Sir, very respectfully,
Your obedient servant,
J. H. HARRIS,
Curator of the Museum of Arts and Architecture.

May 19th, 1914.

To the University Senate:

In anticipation of the May meeting of the University Senate, May 23rd, I have the honor to submit the following transcript of important actions of University Ruling Bodies since the meeting of last February:

I. THE FACULTY OF THE COLLEGES:

1. Rescindment (May 9th, 1914) of the following regulation, upon recommendation of the Scholarship Committee.

This action to take effect July 1st, 1915.

"In the last quarter of residence before receiving the bachelor's degree free tuition is given to each student who already has a record of not less than five quarters of residence with full work averaging five grade points per major taken, or a record of not less than eight quarters of residence with full work averaging four and one-half grade points per major taken."

II. THE GENERAL ADMINISTRATIVE BOARD:

1. Adoption (May 16th, 1914) of the following amendment to the regulation regarding holidays:

"Official University Holidays are observed on Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, and Thanksgiving Day. When one of these days falls on Sunday, the following Monday shall be observed as a holiday only in the case of Memorial Day and Independence Day."

Amended to read:

"Official University Holidays are observed on Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, and Thanksgiving Day. When Independence Day falls on Sunday, the next day shall be observed as a holiday, and any Faculty may by special vote similarly observe any other of these days falling on Sunday, as regards exercises in its own school or college."

Respectfully submitted,

Walter A. Payne, University Recorder

TO THE UNIVERSITY BOARD:

In submission of the report of the University Board, I have the honor to acknowledge the receipt of the report of the University Board, dated the 15th of the month of November, 1911.

I. THE UNIVERSITY OF THE DISTRICT OF COLUMBIA

I. Recommendation (Nov 15, 1911) of the University Board, dated the 15th of the month of November, 1911.

In the last quarter of the year, the University Board has been very busy in the matter of the University of the District of Columbia. The Board has been very busy in the matter of the University of the District of Columbia. The Board has been very busy in the matter of the University of the District of Columbia.

II. THE GENERAL ADMINISTRATIVE BOARD

I. Action (Nov 15, 1911) of the University Board, dated the 15th of the month of November, 1911.

Respectfully submitted,

Very truly yours,
The University Board

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Very truly yours,
The University Board

May 26, 1914.

My dear Mr. Payne:

I should be glad to learn whether the amended rule on University Holidays as adopted by the General Administrative Board was approved by the Senate and is now the University rule.

Very truly yours,

Mr. Walter A. Payne,

University Recorder.

EDB-N

May 26, 1914.

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the amended rule on University Holidays as
adopted by the General Administrative Board
was approved by the Senate and is now the
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WAB-H

The Committee on Rules and Procedure recommends the following order of business for the Senate meeting of May 23rd, 1914:

I. Reports of Committees.

Report of the Special Committee on the Motion Concerning the J. D. Degree: The Committee recommends the following form of the resolution:

Resolved, that the Senate request the representatives of the Law School to work toward an agreement among the leading American law schools to require for their regular degrees a fourth year, which shall be devoted in part to those forms of legal research most useful in the professional training of a lawyer. When the four years' work of the law school has been preceded by at least three years of college work it is recommended that the degree conferred be Juris Doctor (J.D.).
Committee: Messrs. Hall, Judd, Laughlin, Mathews, and Stieglitz.

II. Consideration of the Actions of Faculties and Boards.

III. New Business.

The Commission on Higher and Intermediate Education
wishes the following order of business for the Senate
meeting of May 25th, 1914:

I. Reports of Committees.

Report of the Special Committee on the
Revision of the Constitution of the University. The
Committee recommends the following form of

the resolution:

Resolved, that the Senate request the resignation
given of the Law School to work toward an entire
new course and jurisdiction law school to
prepare for their regular degrees a fourth year,
which shall be devoted in part to those forms of
legal research most needed in the profession.
Training of a lawyer. When the four years work
of the Law School has been completed by at least
three years of college work it is recommended
that the degree conferred be Juris Doctor (J.D.).
Committee: Messrs. Hall, Todd, Langille, Williams,
and Sullivan.

II. Appointment of the members of Faculties and Boards.
III. Day Extension.

Fu 7a

June 3, 1924.

Resolved that it is the judgment of the Senate
My dear Mr. Tufts: In erecting additional buildings for
University. Do you think it would be wise to call a special
meeting of the Senate and ask them if they are prepared to
give their approval to the plan of erecting buildings for
the Colleges--either the Junior Colleges or the Junior and
Senior Colleges as may hereafter be determined--on the South
Side of the Midway. I enclose a tentative draft of a reso-
lution to this effect, but with the following qualifications.

Such a resolution, if adopted by the Senate and
the Trustees would define our policy at a point at which
it is desirable to define it soon.

I am reluctant to go into the summer with this
matter up in the air. But I do not wish to be overhasty.
Very truly yours,
This question
would be reserved for further consideration.

b) In any case it would be expected that such build-
Mr. J. H. Tufts, Handel, Reynolds Club and Ida Hayes Clubhouse
The University of Chicago.
would continue to be used as general University buildings.

c) It would also be expected that laboratory courses
EDB:CB
for college students would be conducted in existing laboratories
so far as may be found necessary or expedient, and that courses
in any department open to both Senior College and Graduate

Mr. J.

to the National Board June 8, 1924. For the Board's
I would be given as the Board's
My dear Mr. Tuttle: I am as glad as possible to hear from
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matter up in the air. But I do not wish to be overhasty.
Very truly yours,

Mr. J. H. Tuttle,
The University of Chicago.

EDS:GB

students and professional courses counting for the bachelor's degree. Resolved that it is the judgment of the Senate that it is desirable in erecting additional buildings for University purposes to adopt the following policy.

1) Not to erect any more residence buildings on the main quadrangle or on the blocks east or west of it.

2) In general to devote all the unoccupied land now owned by the University on the north side of the Midway to graduate and professional work and that south of the Midway to undergraduate work, but with the following qualifications.

a) The adoption of this general principle of division would in no way commit the University or the Senate to a decision of the question whether what we have hitherto called Senior College work should be associated with the work of the Junior Colleges and be assigned to the South Side, or with the Graduate work and be assigned to the north side. This question would be reserved for further consideration.

b) In any case it would be expected that such buildings as Bartlett, Mandel, Reynolds Club and Ida Noyes Clubhouse would continue to be used as general University buildings.

c) It would also be expected that laboratory courses for college students would be conducted in existing laboratories so far as may be found necessary or expedient, and that courses in any department open to both Senior College and Graduate

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for college students would be conducted in existing laboratories
so far as may be found necessary or expedient, and that courses
in any department open to both Senior College and Graduate

En 7a

students and professional courses counting for the bachelor's degree would be given on the north side.

3) To erect as soon as practicable on the south side of the Midway a building or buildings in which courses of instruction exclusively for college students may be offered, and which may serve as a centre of undergraduate life in its specifically educational aspects, it being understood that the development of this portion of the plant will proceed by gradual stages as the policy of the University may be more definitely defined.

4) To erect on the south side of the Midway residence buildings for men and women students, those for men being west and those for women east of the land reserved for the educational buildings referred to in 3), such buildings to be so constituted that they could be used for the development of small colleges, or of groups of students sharing a common social life without formal organizations as colleges.

W. S. H. Tufts,
The University of Chicago.

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ment of small colleges, or of groups of students sharing a

common social life without formal organizations as colleges.

5) In any case it would be expected that such buildings

would be constructed, located, designed and the proper equipment

would be provided as far as possible in accordance with the

policy of the University.

6) It would also be expected that the necessary equipment

for college students would be provided in existing laboratories

as far as may be found necessary or expedient, and that courses

in any department open to both college students and graduates

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At the meeting of the University Senate on May 26, 1923, a Committee was created to investigate the activities of members of the faculty which lie outside of their regular instructional duties and research activities.

As a basis for its considerations, the committee acquainted itself with the discussion of the subject which was held at a recent meeting of the Association of American Universities and also corresponded with ten of the leading Universities asking for statements regarding their practices. The Committee held three meetings at which it discussed in detail the experiences of the various faculties of the University and formulated its recommendations to the Senate which are submitted herewith.

The Committee found from its correspondence that there are certain differences in the practices of different institutions which are significant. The older eastern institutions such as Yale and Harvard, do not have any specific regulations referring to the matters under discussion, do not take any special steps to control absences of their faculties from class instruction, and do not make any special efforts to encourage attendance at professional meetings. They do not pay expenses of the members of their faculty when attending such meetings.

The state Universities of the central states commonly have among their regulations some restrictions on the amount and character of work other than that for which the officer is primarily appointed. The regulations are, however, in most cases very general in character and leave to the discretion of executive officers the actual determination of practices. The practices of these institutions do not seem to differ greatly from those of the eastern institutions.

Two institutions on the Pacific Coast report that they frequently pay the expenses of men to professional meetings. The reasons for this are obvious. Otherwise practices seem to be of the same relatively indefinite type which prevail elsewhere.

The following examples of definite regulations may be added in order to correct the impression that practice is wholly unregulated.

The University of Michigan has a By-Law to the effect that no member of the teaching force may absent himself on private business longer than three college days at one time without the previous approval of the President.

The University of Minnesota has a specific regulation regarding expert service rendered in its laboratories as follows:

"No member of the faculty shall undertake for private persons or corporations tests, assays, chemical analyses, bacteriological examinations, et cetera, of a routine character and which involve the use of the University property, without notifying the Comptroller, by whom permits for the work will be issued. The faculty member to whom the permit is issued shall collect fees from those who receive the services, and account to the University, monthly, for its percentage of the fees as fixed in the list of prices mentioned in item 10 or in the permit.

"It shall be the duty of the Comptroller to prepare in conference with the various departments concerned a list of prices for the different types of work which the University can undertake for private individuals or corporations, and the percentages which shall be paid to the University for the use of its equipment. In special cases not covered by the Comptroller's list, the price for the work to be done and the University's percentage shall be fixed in the permit authorizing the service."

In attempting to list the various types of activities which may be thought of as distracting members of the faculty from class-room instruction and research, the Committee finds that the following items come into consideration:

- (1) Attendance on academic gatherings as representative of the University.
- (2) Duties as officers of professional organizations.
- (3) Attendance on committee meetings of organizations.
- (4) Attendance on professional meetings.
- (5) Editorial activities.
- (6) Research or other work done within the University in the employ of other institutions or persons.
- (7) Routine services outside the University.

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- (7) Routine services outside the University.

- (8) Lecturing so as to forward proper academic interests.
- (9) Lecturing primarily to supplement income.
- (10) Temporary services outside the University in technical and professional lines.

While the instances of flagrant neglect of class-room duties known to the Committee seem to be few, it is the positive conviction of the Committee that productive work and efficiency in teaching are in not a few cases seriously reduced by such activities as are listed above.

On the other hand, it is evident that the prestige of the University is increased by many of the activities of its members other than those which are carried on in class-rooms and there are a number of the activities listed above for which members of the faculty might very well receive University recognition.

Incidentally the Committee ventures to comment on the fact that excessive extra work within the University, such as instruction in University-College and certain forms of administrative work have to be classified as no less distracting to regular teaching and research than duties of the type which are the subjects of this report.

The Committee came to the conclusion that it is not desirable for the University as a whole to set up definite regulations. Certain divisions of the University may find it advantageous to adopt rules. The School of Commerce and Administration did so in 1920 and it may seem wise for other divisions of the University to take similar action.

It is the belief of the Committee, however, that steps should be taken to encourage participation in those activities which will promote the professional interests of the University and to check the forms of activity which interfere with teaching and research. In order to bring this result it is recommended that the University inform itself more fully than it has in the past in regard to all activities of members of the faculty. To this end it is recommended that each head or chairman of a department be directed to include with the quarterly reports of the teaching assignments of resident members of his department as now required also a full statement of the kind and extent of the other activities in which they are engaged.

It is further recommended that the information thus collected be summarized and given suitable circulation within the faculty, in order that departments may be enabled to adjust their practices in view of the experiences of other divisions of the University.

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With regard to the payment of expenses by the University, the Committee understands that it is in general the practice to pay expenses where a member of the faculty goes as a representative of the University to a meeting which it is not his professional duty to attend, but that otherwise the University does not pay expenses. There seems to be no reason to recommend modifications of this practice.

(Signed)

Shirley J. Case

James A. Field

C. Judson Herrick

Frederick C. Woodward

Charles H. Judd

(3)

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