

ES

November 1, 1928

My dear Mr. Manly:

I wish to send a record of the fact that the amount of service given by the departmental counselors in your department, I consider equivalent to at least two majors of instruction. Will you please recognize this fact in making your quarterly report to the Recorder, showing the service of the person or persons doing this work.

Very truly yours,

David H. Stevens

Assistant to the President. .

Mr. John M. Manly,  
Faculty Exchange.

C Mr. N. C. Plimpton, Auditor



29

November 1, 1928

My dear Mr. Manly:

I wish to send a record of the fact that the amount of service given by the departmental counselors in your department I consider equivalent to at least two majors of instruction. Will you please recognize this fact in making your quarterly report to the Recorder, showing the service of the person or persons doing this work.

Very truly yours,

David H. Stevens

Assistant to the President.

Mr. John M. Manly,  
Recruiting Exchange.

C Mr. N. C. Plimpton, Auditor



November 1, 1928

My dear Mr. Nitze:

I wish to send a record of the fact  
that the amount of service given by the departmental  
counselors in your department, I consider equivalent  
to at least one major of instruction. Will you please  
recognize this fact in making your quarterly report to  
the Recorder, showing the service of the person or persons  
doing this work.

Very truly yours,

David H. Stevens

Assistant to the President.

Mr. Wm. A. Nitze,  
Faculty Exchange.

C Mr. N. C. Plimpton, Auditor



November 1, 1928

My dear Mr. Wilson:

I wish to send a record of the fact  
that the amount of service given by the departmental  
counselors in your department, I consider equivalent  
to at least one major of instruction. Will you please  
recognize this fact in making your quarterly report to  
the recorder, showing the service of the person or persons  
doing this work.

Very truly yours,

David H. Stevens

Assistant to the President.

Mr. Wm. A. Wilson,  
Security Exchange.

C Mr. W. C. Plimpton, Auditor



November 1, 1928

My dear Mr. Boucher:

I should like to have you release from teaching the various counselors referred to in your letter of October 31, according to the recommendations that you make, namely, English, 2 majors, and Romance, 1 major. Before giving this release to History, I wish to report that Mr. Dodd has engaged Miss Farr to serve as counselor during Spring Quarter, 1929, at a salary of \$600. This breaks the routine, surely, for someone, and should be considered in the releases. I am reporting to Mr. Manly and Mr. Nitze the two releases about which we now are agreed.

Very truly yours,

David H. Stevens

Assistant to the President.

Mr. C. S. Boucher, Dean  
Faculty Exchange.



November 1, 1928

My dear Mr. Boncher:

I should like to have you release from teaching the various counselors referred to in your letter of October 31, according to the recommendations that you make, namely, English, 2 majors, and Romance, I major. Before giving this release to History, I wish to report that Mr. Dodd has engaged Miss Parr to serve as counselor during Spring Quarter, 1929, at a salary of \$600. This breaks the routine, surely, for someone, and should be considered in the release. I am reporting to Mr. Wemy and Mr. Witz the two releases about which we now are agreed.

Very truly yours,

David H. Stevens

Assistant to the President.

Mr. C. S. Boncher, Dean  
Faculty Exchange.



# The University of Chicago

The Colleges of Arts, Literature, and Science

OFFICE OF THE DEAN

October 31, 1928

Mr. David H. Stevens,  
Faculty Exchange.

Dear Mr. Stevens:

After I wrote you the other day concerning Mr. Coleman's teaching schedule while acting as departmental counselor I had a talk with Mr. Coleman. I do not believe that he is going to push the claim for release from more than one major of instruction during any academic year. He is not even going to press for allowance for one major of the two majors which he gave last Spring when he was entitled to release from one major. He gave the extra major voluntarily because he and the department felt that it was needed. I think that you and Mr. Woodward should know that he did this voluntarily, and if at any time in the future you see fit to take that into consideration when occasion may arise it seems to me that it would be appropriate.

In regard to the comparative loads of different departmental counselors, the figures for October 25, 1928 show that each of the five following departmental counselors had assigned to him for educational guidance Senior College students in residence to the extent of the number indicated in each case:

English	168
History	94
Chemistry	47
Romance	40
Art	34

You will note that the English load is ~~away~~ above that of any other department. I believe that the English departmental counselor should be released from at least two majors a year and possibly three. History has enough to have a claim worthy of consideration for release from two majors of instruction. Chemistry asks for no release from instruction because Mr. Glattfeld and Mrs. Link, of that department, who are Deans in the Colleges, do the counseling of the Chemistry Department in addition to their work as Deans. Romance, you will see, stands fourth on the list and in my opinion deserves release from no more than one major of instruction.



October 31, 1938

Mr. David H. Stevens,  
Faculty Exchange.

Dear Mr. Stevens:

After I wrote you the other day concerning Mr. Coleman's teaching schedule while acting as departmental counselor I had a talk with Mr. Coleman. I do not believe that he is going to push the claim for release from more than one major of instruction during any academic year. He is not even going to press for release from one major at the two majors which he gave last Spring when he was entitled to release from one major. He gave the extra major voluntarily because he and the department felt that it was needed. I think that you and Mr. Woodward should know that he did this voluntarily, and if at any time in the future you see fit to take that into consideration when occasion may arise it seems to me that it would be appropriate.

In regard to the comparative loads of different departmental counselors, the figures for October 25, 1938 show that each of the five following departmental counselors had assigned to him for educational guidance Senior College students in residence to the extent of the number indicated in each case:

English	188
History	94
Chemistry	47
Romance	40
Art	34

You will note that the English load is many times that of any other department. I believe that the English departmental counselor should be released from at least two majors a year and possibly three. History has enough to have a claim worthy of consideration for release from two majors of instruction. Chemistry asks for no release from instruction because Mr. Gistfeld and Mrs. Link, of that department, who are Deans in the College, do the counseling of the Chemistry Department in addition to their work as Deans. Romance, you will see, stands fourth on the list and in my opinion deserves release from no more than one major of instruction.



Mr. David H. Stevens, #2

October 31, 1928

Of course during the current quarter and the following two quarters a considerable number of students who are just entering Senior College will be assigned to departmental counselors, but this is balanced by the fact that a considerable number of the students included in the numbers given for each department will graduate at one of the next three convocations and are therefore in their final stages of work and in many cases will require no further attention on the part of the counselors. It is my opinion therefore that the numbers as of October 25, 1928 represent pretty well the actual load of each counselor and the comparative loads of the several departmental counselors.

Very truly yours,

*C. S. Boucher.*

C. S. Boucher.

CSB/RT



October 31, 1928

Mr. David H. Stevens, Esq.

Of course during the current quarter and the following two quarters a considerable number of students who are just entering Senior College will be assigned to departmental counselors, but this is balanced by the fact that a considerable number of the students included in the numbers given for each department will graduate at one of the next three convocations and are therefore in their final stages of work and in many cases will require no further attention on the part of the counselors. It is my opinion that the actual load of each counselor and the comparative loads of the several departmental counselors.

Very truly yours,



W. S. Boucher.

CSB/RT



The University of Chicago  
The Colleges of Arts, Literature, and Science

OFFICE OF THE DEAN

Dept. Counselors

GS

October 18, 1928

Mr. David H. Stevens,  
Office of the President,  
Faculty Exchange.

Dear Mr. Stevens:

I am enclosing herewith a letter from Mr. Coleman dated October 15th and a copy of my answer dated October 18th. The two will explain themselves.

I am enclosing also a sheet of statistics compiled for our guidance at the time we inaugurated the counselor service. I have also arranged with Mr. Payne that as soon as the records are available for the current quarter some time next week he will furnish me a list of the departments with the number of students in residence this quarter assigned in each case to the departmental counselor.

Very truly yours,

*C. S. Boucher*

C. S. Boucher.

CSB/RT



The University of Chicago  
The College of Arts, Literature, and Science

Mr. C. S. Boucher  
G-2

October 18, 1928

Mr. David H. Stevens,  
Office of the President,  
University of Chicago.

Dear Mr. Stevens:

I am enclosing herewith a letter from Mr. Coleman dated October 15th and a copy of my answer dated October 15th. The two will explain themselves.

I am enclosing also a sheet of statistics compiled for our guidance at the time we inaugurated the counselor service. I have also arranged with Mr. Payne that as soon as the records are available for the current quarter some time next week he will furnish me a list of the departments with the number of students in residence this quarter assigned in each case to the departmental counselor.

Very truly yours,

*C. S. Boucher*  
C. S. Boucher.

CSS/HT



The University of Chicago  
The Colleges of Arts, Literature, and Science

OFFICE OF THE DEAN

October 18, 1928

Mr. Algernon Coleman,  
Faculty Exchange.

Dear Mr. Coleman:

I have your letter of October 15th and am glad to answer your questions in so far as I am able. My recollection of the arrangements agreed upon with the President's Office ~~was~~ that the Departmental Counselor for Romance Languages and Literatures was to be relieved from one major of instruction in an academic year in view of his counselor's services. This means that the Counselor of your department would be on a five major basis. I would say then that if you are in residence the three quarters Autumn, Winter, and Spring of 1928-29 the President's Office would expect you to teach five majors.

I note that you carried a full program each of the three quarters last year in addition to your work as counselor. If you are to receive credit during the present academic year for one major not expected of you last year and thus be expected to teach only four majors during the present year the arrangement will have to be approved by the President's Office. I am sending your letter together with a copy of this letter to Mr. Stevens.

Very truly yours,

CSB/RT

C. S. Boucher.



October 18, 1928

Mr. Algeron Coleman,  
Faculty Exchange.

Dear Mr. Coleman:

I have your letter of October 15th and am glad to answer your questions in so far as I am able. My recollection of the arrangements agreed upon with the President's Office was that the Departmental Counselor for Romance Languages and Literatures was to be relieved from one major of instruction in an academic year in view of his counselor's services. This means that the Counselor of your department would be on a five major basis. I would say then that if you are in residence the three quarters Autumn, Winter, and Spring of 1928-29 the President's Office would expect you to teach five majors.

I note that you carried a full program each of the three quarters last year in addition to your work as counselor. If you are to receive credit during the present academic year for one major not expected of you last year and thus be expected to teach only four majors during the present year the arrangement will have to be approved by the President's Office. I am sending your letter together with a copy of this letter to Mr. Stevens.

Very truly yours,

C. S. Boucher.

CSB/RT



# The University of Chicago

Department of Romance Languages and  
Literatures

October 15, 1928.

Dean Boucher,  
Faculty Exchange.

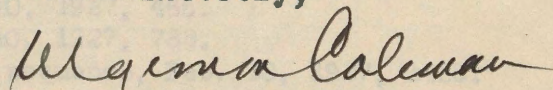
Dear Dean Boucher:

At the time when the plan for Departmental Counsellors was being discussed, it was suggested that in certain of the larger departments, counsellors should be relieved of a portion of their teaching obligations. Last year my work under that head ran during a good part of the Autumn and Spring Quarters to as much as six to eight hours a week of consultation in my office in addition to a good deal of time devoted to answering correspondence and keeping special appointments with students who were unable to come for personal interview. I had announced a full teaching program for the Autumn and Winter Quarters and one course for the Spring of 1928. However, owing to several changes in the Departmental Schedule, it seemed to me desirable to add a second course for the Spring, so that I carried a full program of teaching throughout the year in addition to my work as Departmental Counsellor.

For the present academic year, I am down for a full program in the Autumn, one course for the Winter and I had expected to be out of residence during the Spring but circumstances made it desirable for me to change my plans in regard to this quarter, so that I shall be in residence and shall announce one or two courses, according to the ruling that may be made in regard to the duties of counsellor in this department. Should the counsellor in this department be expected to carry a teaching program of four, five or six majors? As we are making up the programs for 1929-30, the ruling of the administration on this point would have a distinct bearing on the announcements.

The demands on the Departmental Counsellor are somewhat irregular, but seem to run heaviest in the Autumn and Spring if last year's experience may be taken as a precedent.

Yours sincerely,



Algernon Coleman

AC-r



The University of Chicago

Department of Educational Psychology and  
Educational Administration

Chicago, Illinois

October 15, 1928.

Dean Boucher,  
Faculty Exchange.

Dear Dean Boucher:

At the time when the plan for Departmental Coun-  
sellors was being discussed, it was suggested that in  
certain of the larger departments, counsellors should be  
relieved of a portion of their teaching obligations. Last  
year my work under that head ran during a good part  
of the Autumn and Spring quarters to as much as six to  
eight hours a week of consultation in my office in ad-  
dition to a good deal of time devoted to answering corres-  
pondence and keeping special appointments with students  
who were unable to come for personal interview. I had  
announced a full teaching program for the Autumn and Winter  
quarters and one course for the Spring of 1928. However,  
owing to several changes in the Departmental Schedule,  
it seemed to me desirable to add a second course for the  
Spring, so that I carried a full program of teaching  
throughout the year in addition to my work as Departmental  
Counsellor.

For the present academic year, I am down for a  
full program in the Autumn, one course for the Winter and  
I had expected to be out of residence during the Spring  
but circumstances made it desirable for me to change my  
plans in regard to this quarter, so that I shall be in  
residence and shall announce one or two courses, according  
to the ruling that may be made in regard to the duties  
of counsellor in this department. Should the counsellor  
in this department be expected to carry a teaching program  
of four, five or six majors? As we are making up the  
programs for 1929-30, the ruling of the administration on  
this point would have a distinct bearing on the announcements.

The demands on the Departmental Counsellor are  
somewhat irregular, but seem to run heaviest in the Autumn  
and Spring. If last year's experience may be taken as a  
precedent.

Yours sincerely,

*William Coleman*

William Coleman



Colleges of Arts, Lit. & Science,  
Feb. 10, 1927. Numbers of students  
who have declared a major sequence in  
the respective departments. Students  
grouped on basis of majors' credit.

-- Major sequence of students graduat-  
ing (1)-summer 1925; (2)-autum 1925;  
-- (3)-winter 1926; (4)-spring 1926;  
-- (5)-total for four quarters.

Department	from 27 to 36 mjs.	18 to 26 mjs.	9 to 17 mjs.	total	(1)	(2)	(3)	(4)	(5)
Philosophy	5	4	2	11	- 4	2	1	7	14
Psychology	7	6	1	14	- 0	0	3	3	6
Economics	19	12	9	40	- 1	1	2	6	10
Political Science	4	17	3	24	- 1	3	1	6	11
History	41	55	15	111	- 17	17	11	45	90
Social Science	35	20	6	61	- 4	7	4	24	39
Art	21	12	5	38	- 1	0	3	24	28
Sociol. & Anthro.	8	9	2	19	- 2	0	2	7	11
Home Economics	17	9	2	28	- 1	3	4	15	23
Oriental Languages	1	1	0	2	- 0	0	0	0	0
Greek	3	7	1	11	- 0	1	4	13	18
Latin	5	4	1	10	- 1	1	1	6	9
Greek and Latin	2	1	1	4	- 0	0	0	0	0
French - Romance	23	15	6	44	- 11	5	2	22	40
Spanish	12	9	2	23	- included in Romance				
Germanics	8	2	0	10	- 1	2	1	3	7
English	100	109	22	231	- 34	13	15	57	119
General Literature	4	0	0	4	- 0	0	2	0	2
Mathematics	23	18	2	43	- 5	1	3	21	30
Astronomy	0	0	0	0	- 0	0	0	0	0
Physics	8	1	2	11	- 2	3	1	2	8
Chemistry	58	45	6	109	- 12	4	7	32	55
Geology	9	9	2	20	- 1	0	3	7	11
Geography	8	12	1	21	- 4	0	3	7	14
Botany	11	13	1	25	- 5	3	5	11	24
Zoology	14	8	4	26	- 3	2	2	3	10
Anatomy	2	1	0	3	-				
Physiology	1	0	0	1	-				
Bacteriology	3	3	1	7	-				
Medicine					- 17	9	6	4	36
Divinity	11	5	0	16	- 1	2	1	3	7
Law	24	58	13	95	- 6	2	4	20	32
Pre-Legal, Mj. Seq. not law	36	12	0	48	-				
Education					- 68	9	14	40	131
Com. & Admin.					- 18	8	7	87	120
Social Serv. Adm.					- 2	1	1	3	7
Exceptional					- 6	1	2	6	15
- Totals					228	100	115	484	927

Total students, Feb. 10, 1927, who have declared major sequence 1110

Students 27 to 36 mjs., no sequence, plan B., uncl., Feb. 10, 1927, 40.

Students 18 to 26 mjs., no sequence, plan B., uncl., Feb. 10, 1927, 161.

Students 9 to 17 mjs., no sequence, Feb. 10, 1927, 466.

Students 0 to 8 mjs., no sequence, Feb. 10, 1927, 788.

Total students who have not declared major sequence, Feb. 10, 1927, 1455.

Total students, with and without sequence declared, Feb. 10, 1927, 2565.



