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University of Montana Faculty Senate

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12-9-1948

### Minutes from the December 9, 1948 meeting of the University of Montana faculty

Montana State University (Missoula, Mont.). Faculty

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2. The minutes of the meeting held September 21, 1948 were approved.
3. Announcements.
  - a. President McCain reported the success of the mill and bond measures and indicated the way in which the new income will be absorbed into the building program.
  - b. President McCain reported that the Board of Education has approved an operating budget 20% above the present budget, which if granted by the legislature, should allow substantial salary increases.
  - c. President McCain reported that two measures to improve the faculty member status will be introduced into the legislature: a) to increase the compensation for injury from \$500 to \$1000 and b) to increase the basic retirement salary from \$2000 to \$5000.
  - d. President McCain reminded the faculty that smoking is to be prohibited in all classrooms.
  - e. Dr. G. D. Shallenberger described the process by which surplus can be applied for. Faculty members who wish to put in first requests or additional requests should confer with Dr. Shallenberger.
  - f. Professor E. A. Atkinson announced that Mr. Paul Harlow, chairman of the Grass Roots Committee on Education, will speak to an open meeting on December 2nd.

4. Reports of Committees.

- a. Dr. W. R. Ames described the work of the Missoula County Educational Council. Dr. E. C. Lory was elected to serve out the two years left of the three-year term of Mr. Wolfard.
- b. The Courtesy Committee dues of one dollar and the Missoula County Educational Council dues of twenty cents were approved by faculty vote and are payable to Miss Clow.
- c. Mr. R. P. Struckman presented tentative recommendations for the Special Committee on Student Preparation in English. After a brief discussion a motion was offered by Mr. Miller and carried that action on the recommendations be deferred.

6. The meeting was adjourned.

Edmund L. Freeman  
Acting Secretary

December 9, 1948

1. A meeting of the faculty was held at 4:10 p.m. on call of President James A. McCain who presided.

Present: Alcorn, Edith E. Ames, Andersen, Andrie, Anthony, Armsby, Armstrong, Aden Arnold, Atkinson, Bennett, Briggs, Browder, Bruns, Buck, Bue, Campbell, Carleton, Carson, Chamberlin, Clow, Coldiron, Cole, Coleman, Conlin, Crow, Crowder, Dew, Duffalo, Dugan, Durkee, E. O. Dwyer, Lt. J. R. Dwyer, Ely, Emblem, Ephron, Fiedler, Fish, Fleming, Ford, Freeman, Frost, Gleason, Golden, Gray, Hamilton, Hammerness, Hatton, Hayden, Helbing, Hetler, Hinze, Hoflich, Honkala, Huck, Jeppesen, Jesse, Juday, Leaphart, Line, Long, Loveless, E. L. Marvin, Mason, Maucker, Merrill, Mikalson, Mirrielees, J. Moore, Morris, Ostrom, Oswald, Phillips, Porter, Renzaglia, Robinson, Sappenfield, Sarsfield, Shallenberger, Sherman, Theodore Smith, Sorenson, Stoodley, Struckman, Tascher, Teel, B. E. Thomas, Turner, Walbridge, Waters, Weisel, Williams, Wollock, Wren, Wright, and Van Duser.

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Accounted for: W. R. Ames, Adams, Bates, Bischoff, Boe, Bower, Brunson, Burgess, Carpenter, Castle, W. P. Clark, Curtis, Davis, DeMaris, Ferguson, Cedickian, Hoffman, Jeffers, Lowell, MacLachlin, Martell, Maucker, Merriam, Phillips, Platt, Ramskill, Ruskin, Rydell, Severy, Shepherd, Leo Smith, J. B. Speer, Lucile Speer, Stewart, Swearingen, Toelle.

2. The minutes of the meeting held November 11, 1948 were approved.

3. Announcements:

a. President McCain reminded the faculty members to sign the cards on the arms of their chairs in order to indicate their presence at the faculty meeting.

b. President McCain announced that in order that members of the teaching staff may be reached during the holidays they are to leave their address with Mrs. Pettinato in the President's office when they leave town. No formal request for leave is required of the teaching staff when grades are in. However, members of the administrative staff who plan to be away during the holidays are asked to file the usual request for leave in the President's office.

c. President McCain announced that x-ray facilities are available to all members of the faculty at the Health Service from 1:00 to 4:00 p.m. between December 13 and 17. He urged that all take advantage of this opportunity.

d. President McCain announced that there is to be an automatic system for handling cases of scholastic deficiencies and that there is to be established a Committee on Academic Standards to replace the Dean's Conference. The Committee on Academic Standards is to be composed of the senior academic dean, the dean of students, the associate dean of students, the registrar and, for the duty listed as No. 3 below, the chairman of the department or the dean of the school of the particular student (if the student is not registered in a school or department, the head of his division shall act). The duties of this committee are to be:

1. To make, from time to time, such changes in the automatic system that experience may indicate are desirable.

2. To instruct the registrar to withhold the application of the automatic system to any student for whom sufficiently extenuating circumstances are known in advance to the committee.

3. To consider and decide upon the appeal of any individual student to whom the automatic system has been applied. In this case, the committee should use the available service of the counseling center and it may require the appealing student to submit to any testing by the center that may seem desirable.

4. To decide upon the admission and the conditions of admission of any applicant from another college or university: a) who has been dropped from that institution b) whose record is such that, if he had been at this institution, he would have been subject to ineligibility for reregistration.

5. To perform such other duties as may in the future be assigned to it by the President.

Dr. Jesse explained the automatic system of which a mimeographed abstract in tabular form was distributed and of which copies in full were to be later distributed to the faculty. He pointed out that nothing in this system changed any existing regulation of the faculty. The report in full follows.

He included the following paragraph:

On and after September 1, 1949, the registrar shall assign grade points to grades reported for upper division students on the per credit basis of A = 3; B=2; C=1; D=0; E and F=-2 and shall apply these grade points to credits earned. In order to avoid ex post facto changes in the calculations already furnished the student, he shall not make changes in the calculations already made or grades reported before this date. It was pointed that this is in accord with intent of the existing faculty rule. Its purpose is to correct a mistake in office procedure which crept in some years ago. It has been easier to apply to credits acquired on the basis of E and F reckoned as -2 than to credits registered for on the basis of E and F reckoned as -1. The net result is the same. After discussion the system was approved by the faculty. The President will send to the faculty a statement listing the duties of the dean of the Colleges of Arts and Sciences and the senior academic dean.

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The Automatic Scheme of Warning, Probation, Ineligibility for Reregistration

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1. A. Warning of scholarship deficiency, probationary status, and ineligibility for reregistration (including home-study and off-campus courses) shall be announced in writing by the Registrar at the end of each quarter to students who have acquired such status in accordance with paragraphs 11-VI below. At his discretion, the Registrar may allow a student, during the period of his ineligibility, registration in home-study or off-campus work for which he is qualified (not more than one course at a time and no second course unless the first one was passed).

B. Removal from warned status, probation and ineligibility for reregistration.

1. At the end of any quarter after that as a result of which the student was warned or placed on probation, the Registrar shall remove him from such status, provided: (a) that in the lower division, the student's scholastic deficiency (as defined in Par. 111) is zero or negative; and that in the upper division, his scholastic deficiency (as defined in Par. V) is zero or negative and that (b) in that quarter he has received no grade of E or F. If in a single quarter, the student has (a) diminished his deficiency by at least 15 points (b) so that his remaining deficiency is 5 points or less and (c) if he has received no grade of E or F, the Registrar shall remove him from the above status.

2. (a) Upon application from a student declared ineligible for registration in accordance with pars. 11, 111 and one portion of VI, the Registrar shall not sooner than the lapse of 3 quarters, restore his eligibility and shall place him on probation. The Registrar shall not a second time restore the eligibility of any student who has twice been declared ineligible nor shall he reinstate a student ineligible under pars. 1V, V, and one portion of VI.

(b) The Committee on Academic Standards may, if it thinks the circumstances warrant, upon properly made appeal, restore the eligibility at any time of any student including one ineligible under pars. 1V, V, and one portion of VI, and one twice declared ineligible.

11. Actions dependent on E and F grades alone acquired in any one quarter or in two adjacent quarters.

	<u>Warning</u>	<u>Probation</u>	<u>Ineligibility for reregistration</u>
A. Freshman year--first quarter.	Sec. 111	Sec. 111	Failure to pass with completed grade at least one course of at least 3 credits.
B. Any quarter after the first quarter of the Freshman year.	Sec. 111	E or F grades in any one quarter in courses whose credits total 8 credits but less than 12 credits (regardless of the student's record in other particulars)	E or F grades in any one quarter in courses whose credits total 12 or more (regardless of the student's record in other particulars).
	Sec. 111	Sec. 111	E or F grades in two adjacent quarters (even though separated by a period of non-residence in) courses whose credits total 16 or more (regardless of the student's record in other particulars).

If a student declared ineligible under this paragraph has his eligibility properly restored, he shall not at the end of his first quarter of reinstatement become ineligible under this paragraph unless in this quarter he has added to his record E or F grades corresponding to a total of 2 or more credits. (He may, however, become ineligible under other paragraphs.)

111. Actions in lower division on the basis of "Scholastic Deficiency" <sup>2</sup>(A positive number obtained by subtracting from the student's total credits his properly acquired grade points on the basis of A=3, B=2, C=1, D=0, E or F,-2 points per credit)

	<u>Warning</u>	<u>Probation</u>	<u>Ineligibility</u>
<u>First quarter of Freshman Year</u>			
(a) Registered for more than 12 credits	14 Deficiency	24 Deficiency	Failure to pass with completed grade at least one course of at least 3 credits.
(b) Registered for 12 or less credits	9 Deficiency	14 Deficiency	
Any other quarter of the Freshman or Sophomore year	14 Deficiency	24 Deficiency	<sup>3</sup> 45 Deficiency

<sup>2</sup>E, F, and G.P. deficiencies obtained at other Universities are reckoned in this total. However, the E's and F's acquired in this or other Universities by veterans prior to the time of their service in the Armed Services of World War 11 shall not be counted for the purposes of this paragraph.

<sup>3</sup>A student who has been reinstated after having been declared ineligible under this section, shall not again become ineligible under this section unless his deficiency shall have increased by ten points over the deficiency which caused his first ineligibility. (He may be found ineligible under paragraph 1V)

1V. The Registrar shall declare ineligible for reregistration any student who at the end of the quarter in which he shall have acquired 90 to 96 credits has a difference between his total credits and his grade points (properly reckoned on the basis of A=3, B=2, C=1, D, E, F,-0) amounting to 20 or more and shall not reinstate him except as follows. If this difference is not more than 30, the Registrar shall allow him one quarter of registration as an unclassified student in the Lower Division in which to reduce this difference to less than 20 exclusively by the process of repeating courses for which he has received credit. If this improvement is shown, he shall be admitted to the Upper Division. If he fails to show such improvement, he shall be declared ineligible and shall not have his eligibility restored by the Registrar.

V. In the Upper Division, "scholastic deficiency" is the positive difference between the total credits earned and the grade points (properly reckoned on the basis A=3, B=2, C=1, D=0, E and F (acquired in upper division)=-2). Excess of grade points over credits cannot be carried over from the lower to the upper division, but any deficiency of grade points is so carried over. Lower division E or F grades are not used in reckoning upper division scholastic deficiency.

<u>Warning</u>	<u>Probation</u>	<u>Ineligibility</u>
12 point scholastic deficiency	16 point scholastic deficiency	Scholastic deficiency 20-30, one quarter shall be allowed as an unclassified student to reduce his deficiency below 20, by <u>repetition only</u> , as in 1V above. In case he so reduces his deficiency, he shall again be eligible for courses new to him. If he does not so

Ineligibility(Cont)

reduce his deficiency, he shall be declared ineligible by the Registrar and shall not be reinstated by him.

Scholastic deficiency more than 30, he shall be declared ineligible by the Registrar and shall not be reinstated by him.

The Committee on Academic Standards may, in exceptional cases, restore to eligibility a student under IV and V whom the Registrar may not reinstate under any automatic procedure. In the case of each such action, the committee must set a schedule of performance in repeated courses upon the fulfillment of which the student's continued registration will depend.

VI. The Law School Warning

Probation

12 point scholastic  
deficiency

16 point scholastic  
deficiency

The Registrar shall declare a student of the Law School ineligible for re-registration in any department or school of the University, if:

- (a) At the end of his first Law School year, he have E or F in Law courses of 6 or more credits, unless he have obtained in that year 18 or more grade points in other Law courses;
- (b) At the end of his second Law School year, he have a deficiency of 12 or more grade points in Law courses;
- (c) At the end of any Law School year, he have E or F grades in Law courses whose credits total more than 9.

Upon proper application, the Registrar may, not sooner than the lapse of 3 quarters, restore the eligibility of such a student for re-registration in the Law School or in another department or school.

The Committee on Academic Standards may, if it sees fit, by individual action, admit such a student to another department or school of the University, with or without a lapse in time. In each such case, the committee shall draw up a schedule of improvement (either repeat or new work or a combination of the two) upon the fulfillment of which the student's continued registration shall depend.

VII. Graduate Students are not normally subject to warning, probation, or ineligibility. "Graduate student" is here understood to mean a student actually pursuing graduate work. Students with degrees taking work of non-graduate character will fall into one of the other categories outlined above.

	Period in Student's Career	Warning	Probation	Ineligibility
11. E and/or F grades  Incurred in any one or in two successive quarters (considered alone)	First quarter Freshman	See under 111	See under 111	Failure to pass at least one course of at least 3 credits <del>12 or more E and/or F in one</del> quarter. 16 or more E and/or F in two successive quarters
	Any quarter(s) after first Freshman quarter	See under 111	8-12 E and/or F in any one quarter	
111. Scholastic deficiency (A=3; B=2; C=1; D=0; E, F=-2)	Lower Division			
	a) First quarter Freshmen	14	24	Same as above for first quarter Freshmen
	b) At end of any other quarter of lower division	14	24	45
1V. Scholastic deficiency (A=3; B=2; C=1; D=0; E, F=0)	Passage from lower to upper division (present faculty law)			20 or more If not more than 30, one quarter of <u>repeat</u> work allowed to reduce deficiency to less than 20
V. Scholastic deficiency (A=3; B=2; C=1; D=0; E F =-1) Starting Autumn 1949, E & F=-2	Upper division (i.e. Junior year and beyond)	12	16	20 or more If not more than 30, one quarter of <u>repeat</u> allowed to reduce deficiency to less than 20
VI. Law School	Law School	12	16	Present regulations, catalog pp. 138, 139
VII. Graduate School	Students having degrees who are actually doing graduate work	No warning	No probation	No official action leading to ineligibility



e. President McCain announced that the Registrar will be a member of the staff of the Academic Dean.

4. Reports of Committees:

a. The list of candidates for degrees and certificates (List no. 38) December 16, 1948, was submitted to the faculty by Dr. A. S. Merrill for Dr. Ames, Chairman of the Committee on Admissions and Graduation and by Dr. C. R. Jeppesen, Acting Dean of the Graduate School, subject to the provisions that all requirements for the prospective degrees and certificates be completed in accordance with faculty rules. The candidates were unanimously approved by the faculty as follows;

RECOMMENDED BY COMMITTEE ON ADMISSION AND GRADUATION, AMES CHAIRMAN

1. For the degree of Bachelor of Arts:

	<u>Credits in Major Subject</u>	<u>Total Credits</u>
ECONOMICS		
Lois Mae Beckman	53	187
ENGLISH		
Richard Lewis Darling	71	190
Margie Colbert Emery	74	193
FINE ARTS		
B. Jean Dahl	58	180
HEALTH AND PHYSICAL EDUCATION		
Doyle Vinson Harris	55	217½
HISTORY AND POLITICAL SCIENCE		
Lucy Grace Rowton	59	186
John Thomas Ryan (Also major in Education)	57 (40)	195
LAW		
Robert G. Cramer	44	193
Stuart W. Conner	85	236
Robert T. Hoover	57	189½
Patrick Joseph McDonough	121	304½
MATHEMATICS		
Joe Steve Buncich	52	231
Gladys Elizabeth McLendon	46½	242
PHYSICS		
Robert Eugene Canup	43	188
PSYCHOLOGY		
Harriette Irene Reif	62	192
Ray H. Smith	62	180
Phyllis Eileen Timm (Also major in Business Administration)	50 (60)	195
SOCIOLOGY		
Orvall A. Nelson	51	181
Merilyn Strong Winship	54	187½

11. For the degree of Bachelor of Arts in Business Administration:

Edmund Kirk Badgley, Jr.,	54	264½
Thomas L. Bradley	87	185
Benjamin R. Davis	80	181
Victor H. Dikeos	54	210
John C. Evans, Jr.	95	184½
John Henry Fisher	76	185
Robert H. Gardner	78	183
Eugene Orson Gillette	99	181
David K. Guiles	88	180

II. For the degree of Bachelor of Arts in Business Administration:(cont)

	<u>Credits in Major Subject</u>	<u>Total Credits</u>
Andrew Hornick	88	182
Carolyn Marie Kirkwood	60	186
Frederick W. Longmire	78	180
Robert Peter McIver	78	180½
James E. Mayes	90	189
Adrian Joseph Meunier	84	183
Edmund Charles O'Brien	81	187
Peter Magnus Rigg, Jr.	57	196
Harold Basil Scott	66	193
Robert E. Sorrells	91½	203
Marcus J. Sternhagen	77	192½
Edward R. Templer	65	244½

III. For the degree of Bachelor of Arts in Education:

Anton Albert Bryant	43	185
Floyd Worthington Chapman	40	189
Charlotte Lundhagen Dannewitz	52	190
Janet Higgins	43	237
Derwin J. Jeffries	44	185½
James Ray Myers	42½	194½

IV. For the degree of Bachelor of Arts in Journalism:

Keith N. Crandell	66	181
Kathlene M. Van Luchene	61	186

V. For the degree of Bachelor of Laws:

Jerome Anderson	127	127
Gerald J. Casey	126	126
Glen E. Cox	<del>129</del>	<del>129</del>
Wayne E. Davis	<del>127</del>	<del>127</del>
Larry O. Foss	126	126
Jack LaMars Green	128	128
Pershing D. Hanifen	126	126
Bruce Peter Hanson	127	127
Roy W. Holmes	126	126
George Warren Horkan	129	129
Robert W. Hurly	127	127
Charles William Jones	126	126
Willis Blair Jones	127	127
Donald Wilfred McKenna	126	126
Willis Michael McKeon	126	126
Norman John Nelson	127	127
Michael J. O'Connell, Jr.	126	126
Lawrence Persson	127	127
Scott Adams Pfohl	126	126
Louis E. Poppler	126	126
James Frederick Senechal	126	126
Waldo Nelson Spangelo	126	126
Doris Maxine Swords	126	126
Gordon T. White	126	126
Joseph B. Woodlief	129	129
Larry O. Woods	126	129
Donavan Worden, Jr.	126	126

VI. For the degree of Bachelor of Music in Music Education:

Norma Daniels Hartse	102	186
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VII. For the Degree of Bachelor of Science in Nursing Education:

Frances Pattison	51	184
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VIII. For the Degree of Bachelor of Science in Pharmacy:

Billy L. Edmiston	91	196
Ramona Best Holderman	91	221
Jean Herbert Maillet	100	152½
Arnold E. Olson	89	196
Lillian S. Onimura	93	197
Bradley A. Reynolds, Jr.	89	216
Larry A. Taijala	100	210

IX. For the degree of Master of Arts:

HISTORY		
William Swilling Wallace		45
PHYSICS		
John Robert Gregory		55
SOCIOLOGY AND SOCIAL ADMINISTRATION		
Marjorie Wicks Dickerman		45

X. For the State Certificate to Teach:

	<u>Major</u>	<u>Minor</u>
Anton Albert Bryant		Mathematics History & Pol. Sci. Econ. & Soc.
Floyd Worthington Chapman	Music	Speech
Charlotte Lundhagen Dannewitz	Music	Bus. Adm.
Margie Colbert Emery	English	History & Pol. Sci.
John Robert Gregory	Physics	Mathematics
Doyle Vinson Harris	Health & Phys.	Ed. Mathematics
Janet Higgins	Bus. Adm.	Econ. & Soc. English Speech Econ. & Soc.
Derwin J. Jeffries		
Gladys E. McLendon	Mathematics	Spanish
Lucy Grace Rowton	Hist.&Pol.Sci.	Spanish
John T. Ryan	Hist.&Pol.Sci.	Spanish

Recommended for graduation with honors since they were certified by the Registrar as having a "B" average at the beginning of the last quarter of residence and were recommended by the chairman of the major departments.

<u>Name</u>	<u>Major Department</u>	<u>Grade received in Senior Exam</u>	<u>Scholarship Index, Fall 1948</u>
Robert Eugene Canup	Physics		2.31
Charlotte Lundhagen Dannewitz	Education		2.46
Richard Lewis Darling	English		2.24
Janet Higgins	Education		2.38
George Warren Horkan	Law		2.12
Ray H. Smith	Psychology		2.07

b. Mr. Atkinson, Chairman of the Budget and Policy Committee, reported that a meeting of faculty representatives of all the units of the greater university was held in Helena on December 8. The following members of the faculty of Montana State University attended in an unofficial capacity: Dr. L. G. Browman, Dr. W. R. Lowell, Professor Melvin S. Morris, Professor Robert P. Struckman. Dr. Browman acted as secretary for the group from Montana State University and submitted the following report to the faculty;

Meeting in Helena of the Faculty Representatives from

Five Units of the (Greater) University of Montana, December 8, 1948

Present: From Billings (Elected by Faculty Vote) --Oliver Peterson.

From Bozeman (Elected by Faculty Vote) --Joe J. Livers, Chairman; Morris Kelso; Lesly Heathcote (Miss); Eldon Dodge.

From Butte (Elected by Faculty Vote) -- Ernest Koch

From Dillon (Elected by Faculty Vote) -- O. K. Moe

From Missoula (Not Elected by Faculty Vote -- Acted as informal committee to secure information.) -- Ludvig G. Browman; Wayne Lowell Melvin Morris; Robert Struckman.

Place: Met at the Placer Hotel Mezzanine at 5:30 p.m. for introductions and preliminary conversation; Moved to the Log Cabin Restaurant at 6:15 p.m. for dinner and Business Meeting.

Business transacted:

Joe J. Livers, Bozeman, was elected Chairman of the meeting.

Miss Lesly Heathcote, Bozeman, was elected Secretary of the meeting.

The purpose of the meeting was stated to be (1) a consideration of the proposal for a University-wide faculty organization that would include all six units of the University of Montana, (2) a consideration of certain proposals that were of interest to the faculties of all six units.

The motion was made, seconded and passed: "That the faculties of the six units of the University of Montana organize a University-wide faculty group for purposes of discussing matters, and making recommendations to appropriate faculty groups for actions of interest to all branches of the University."

The motion was made, seconded and passed: "That when, and if, the faculties of the separate units have approved in faculty meetings the University-wide organization, that they each elect a committee of five members to meet with committees representing other units to formally organize as a University of Montana Faculty Organization."

It was moved, seconded and passed: "That the eight-point program suggested at an earlier meeting in Helena of representatives of the several units of the University system be studied by the committee, or by subcommittees selected for the purpose, with the aim of formulating a long-range program for faculty consideration.

The suggested eight-point program included:

- |                              |                          |
|------------------------------|--------------------------|
| 1. Cost-of-living adjustment | 5. Salary schedule       |
| 2. Budget for biennium       | 6. Teacher retirement    |
| 3. Tenure                    | 7. Extension of services |
| 4. Leave                     | 8. Curricular changes"   |

The motion was made, seconded and passed: "The members of this preliminary meeting recommend that the faculties of the various units adopt as a recommendation to their respective Presidents the following: that a cost-of-living adjustment in salaries should be made effective January 1, 1949, and that said adjustment should be sufficient to bring salaries into balance with cost-of-living increases as indicated in the Bureau of Labor Statistics Cost of Living Index."

The motion was made, seconded and passed: "The members of the preliminary meeting recommend that their faculties adopt as a recommendation to their respective Presidents the following: that 1939 salary scales, on which the cost-of-living adjustment is frequently based, did not constitute adequate pay for the teaching profession, and that every effort should be made to reach a more adequate level in the future."

The hope was expressed that faculty action would be taken on the above recommendations in time for effective results.

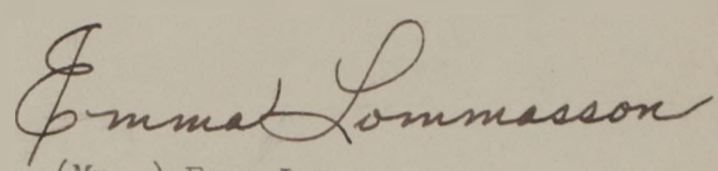
Minutes for Missoula group prepared by  
Ludvig G. Browman

Mr. Atkinson moved that the faculty approve the formation of a University of Montana faculty organization and elect five members to represent this university unit. Dean Ford seconded the motion. It was then moved and seconded that the motion be tabled until the next faculty meeting. Motion not carried. After a short discussion, Mr. Atkinson's motion was carried that five members be elected to represent this University in the organization of the University of Montana faculty.

The President proposed that the Budget and Policy Committee bring in a recommendation as to how to elect the five faculty members. Mr. Atkinson, Chairman, announced that the election would be held by mail.

c. It was suggested that the report of the Special Committee on Student Preparation in English be submitted at the next faculty meeting.

5. The meeting was adjourned.



(Mrs.) Emma Lommasson  
Acting Secretary