

North Carolina State College of Agriculture and Engineering
of the
University of North Carolina
Raleigh

OFFICE OF THE CHANCELLOR

February 10, 1954

Memorandum to Members of Faculty Council:

Attached is the report of the Faculty Advisory Committee concerning suggested changes in our regulations concerning class attendance. Please study these and come to our meeting on February 23 prepared to discuss them.

Carey H. Bostian

Carey H. Bostian
Chancellor

CHB:H
Enc.

A SUGGESTED CLASS ATTENDANCE PLAN

(Submitted to Chancellor Bostian by the Faculty Advisory Committee, February 5, 1954, in response to his request of September 10, 1953.)

I. General. For all students

1. Attendance shall be required for:
 - a. All announced quizzes
 - b. All laboratories
 - c. Days before and after holidays
2. Permission to make up work missed shall be given at the discretion of the instructor. Excuses may be accepted if received by the second reappearance of the student in class for the following reasons:
 - a. Hospitalization, or note from college physician
 - b. Serious illness or death in the student's family
 - c. Absence on account of official college duties
3. Excessive unexcused absences per se shall not result in loss of credit points.
4. Absences shall be recorded and reports of absences shall be sent by the Registrar to the student's parents with mid-term failure reports, with regular term grade reports, and at any other time any instructor believes it advisable.
5. Habitual unexcused absences interfering with quality of work shall be called to the attention of the Dean of Students by the instructor, possibly resulting in probation and eventual dismissal unless rectified.

II. For Freshmen and Sophomores

The existing system (with prorated changes to allow for change-over to the semester system) shall be used with the exception that excessive unexcused absences shall not result in loss of credit points.

MEMBERS OF THE FACULTY ADVISORY COMMITTEE

<u>School Represented</u>	<u>Name</u>	<u>Term Expires December 31</u>
Agriculture	Joseph W. Pou	1955
Design	Eduardo Catalano	1956
Education	C. C. Scarborough	1954
Engineering	John F. Lee	1956
Forestry	Lenthall Wyman	1954
General Studies	Roger P. Marshall	1956
Textiles	Kenneth S. Campbell	1955
At Large	Clifford K. Beck	1955
At Large	Key L. Barkley	1954
At Large	Fred S. Barkalow	1956

8 February 1954

Dr. C. C. Scarborough
Chairman, Faculty Advisory Committee
103 Tompkins
Campus

Dear Dr. Scarborough:

At a meeting of the Faculty of the School of General Studies on 21 January 1954, there was introduced a resolution dealing with the question of faculty attitude toward intercollegiate athletics. On 28 January Chancellor Bostian addressed the Faculty concerning the resolution and answered questions relative to the general tenor of the recommendations incorporated therein. At the conclusion of Chancellor Bostian's talk, the Faculty passed the resolution appended herewith.

As you will note, the resolution recommends that the Advisory Committee of the General Faculty undertake a study of the present athletic program. Consequently the resolution is forwarded to you for appropriate action.

Sincerely,

Philip M. Rice
Secretary

PMR:js

Enclosure

CC: Chancellor C. H. Bostian
Dean J. W. Shirley
Professor W. N. Hicks
Professor P. M. Rice for files

Copy of the
Resolution Passed by the
Faculty of the School of General Studies
28 January 1954

Resolved that the Faculty of the School of General Studies recommend that the Advisory Committee of the General Faculty undertake a study of the present athletic program at State College and report at appropriate times to the General Faculty.

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

February 5, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

Earlier this school year, you asked the Faculty Advisory Committee to study the "cut system" in operation and make some recommendations to you. A copy of "A Suggested Class Attendance Plan" as developed by the Committee is enclosed. Additional copies are available.

You may recall that the students had suggested some changes in the present plan. The Faculty Advisory Committee had a representative of the Campus Government meet with us a number of times. In addition, one meeting was devoted to hearing Dean Cloyd and Mr. Mayer.

We regret that this report was delayed due to Dr. Jensen's leaving the chairmanship of the Committee soon after receiving your request for studying the "cut system."

You will note that the suggested plan is somewhat general. The major change is shifting more responsibility to the instructor and the student. It was requested by members of the Committee that I say to you that a sub-committee from our group would be glad to work with any person or committee you may name to develop these recommendations more specifically. Our secretary, Professor Kenneth Campbell, has assumed major responsibility for assembling the final report.

I should say further that the Committee was glad of the opportunity to examine carefully the present "cut system" and recommend some changes. We will be glad to participate in any future studies of matters affecting faculty members or students which you feel will be of service to State College.

Sincerely yours,

A handwritten signature in cursive script, reading "C. C. Scarborough".

C. C. Scarborough, Chairman
Faculty Advisory Committee

March 6, 1954

Dr. C. C. Scarborough, Head
Department of Agricultural Education
North Carolina State College

Dear Dr. Scarborough:

I appreciate the invitation from the Advisory Committee to meet with them and shall be glad to do so. If you will let me know when your meetings are scheduled during the spring quarter, I shall try to join you at the first convenient time.

It is quite proper that the Advisory Committee consider improving our registration procedures. I am certainly not satisfied with them. I am hoping that when our new Director of Student Affairs has been appointed that he will find time to study the registration of students and bring about some changes. I have given up hope that any of those currently in charge of registration can be convinced that their system is not the very best.

I appreciate your kind remarks about the talk made on February 22nd and have asked Mr. Pate to send you a copy.

I would like at this time also to express my appreciation to you for your service as a member of the committee which planned the recent Conference on the State of the University. From all sides I have heard comments that representatives from State College made a contribution beyond their proportional representation. You, Dr. Reid, and Dr. Edsall, made excellent choices in individuals to represent us.

Sincerely yours,

Carey H. Bostian
Chancellor

CHB:H

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

February 26, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

In talking with Professors Keister and Wettach during the University Conference, I learned that the Chancellors at Chapel Hill and Woman's College meet occasionally with the Faculty Advisory Committee. They feel this is a very valuable part of their program. It seems to me that this would certainly be true, and I wondered if you would like to meet with our Faculty Advisory group occasionally, perhaps once each quarter. I have discussed this with our Advisory Committee here and they heartily agree. The idea we had would be not to have a planned program but we would meet with you at your convenience when you had matters of interest to the faculty in which we might be of some help. There is no hurry about this matter, but I did want to point out the possibility for your consideration.

Sincerely yours,

A handwritten signature in cursive script, likely belonging to C. C. Scarborough.

C. C. Scarborough, Chairman
Faculty Advisory Committee

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

February 26, 1954

AGRICULTURAL EDUCATION

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

The Faculty Advisory Committee has had a number of suggestions from members of the faculty relative to improving the present registration system. We have taken no specific action on these requests since so many changes are being made as we approach the semester system.

I was directed by the Faculty Advisory Committee to suggest to you that we, as a Committee, will be glad to participate in any study with improving registration procedures. The main idea suggested to us by faculty members is that perhaps they (individual faculty members) as well as students would have some suggestions for improving registration procedures since they jointly share many of the problems involved.

Sincerely yours,

A handwritten signature in cursive script, likely belonging to C. C. Scarborough.

C. C. Scarborough, Chairman
Faculty Advisory Committee

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North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

April 5, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

I am writing you further about the "Proposals of the Committee on College Government" dated March 26, 1954, following Professor Foster's appearance before the Faculty Advisory Committee. I did not feel that my personal comments should be included in my report to you of the Committee action.

As you know, I am very much interested in responsible participation by faculty members in matters of concern to the welfare of State College. The strength of the proposed document seems to be in offering a specific plan for cooperative effort between the administration and faculty. I believe that it was this part of the proposal which was of most interest to members of the Advisory Committee. There are two major questions involved in the proposals of much concern to me and I would like to briefly discuss them here.

1. Can the faculty, by a simple majority vote of its members, change the organizational structure of the college?

Apparently, this is the intent of the proposal with reference to the change in authority of Faculty Council, in some major matters. In fact, the diagram in the proposal indicates that the Faculty Council (re-named Administrative Council) will be on the "same level" of authority in relation to the Chancellor as the Faculty Senate and Student Government. I am not arguing here for or against the proposal, but rather pointing out that it is a major change in the organizational structure of the college and raising the question if it can be done by vote of the faculty on their own proposal.

2. "The Faculty Senate shall include among its duties the consideration of all changes of curricula and shall present to the Chancellor recommendations relative to these changes." Is this desirable, advisable, feasible or practical?

This question is one of philosophy as well as practice. As a specific example, the Faculty Senate of twenty-four members would pass on curricula changes proposed by the School of Textiles. Only two of the twenty-four members would be in the School of Textiles and these might have little or no responsibility in curriculum problems. (This is not an isolated example, for the same situation would exist in four of the schools. The question arises if the

April 5, 1954

matters of curricula should be the responsibility of faculty members other than in the schools and departments concerned. The further question is raised if the Faculty Senate could determine (for the college) minimum requirements of all students in humanities, physical education, military, etc.

There would also be the problem of providing time from regular duties for certain members of the faculty in the performance of these additional duties implied in the proposals. This would be a problem for the chairman and secretary of the Senate and possibly others. I wonder if the advocates of the proposal realize the many hours involved in performing the duties and responsibilities as outlined. As a sidelight here, a complete file would be necessary for the secretary since actions by the Senate would necessarily be part of the official college record.

Finally, I would not like to see the Faculty Advisory Committee absorbed or dissolved. (This has nothing to do with me personally since this is my last year and I will not be a candidate from our school.) I believe that the Advisory Committee has an important function in the life of the college. This function is made possible largely by the fact that it is a body elected by the faculty yet without authority other than any that might be given it by the faculty. It appears to me that this gives an unusual body to be advisory to the Chancellor without any conflict of authority.

I apologize for the length of this letter. I am taking the liberty of sending a copy to Dr. Peterson, Chairman of the Faculty.

Sincerely yours,



C. C. Scarborough
Head of Department

cc: Dr. Walter J. Peterson

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

April 2, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

Professor Charles Foster appeared before the Faculty Advisory Committee on Tuesday, March 30, to discuss the proposals of the Committee on College Government for reorganization of the faculty. This matter has not been referred to us and I understand that it will not be, but Professor Foster expressed the desire of his Committee that our reaction be made known to you.

After considerable discussion, the Faculty Advisory Committee formally expressed their interest in the reorganization plan, but felt that further study might improve the document, increase the understanding by faculty members and enhance its approval by a majority of the faculty. The motion passed was as follows:

"Resolved that the Faculty Advisory Committee express general approval of the Proposals of the Committee on College Government as outlined in the document of March 26, 1954; that the proposals be taken under advisement and that we move in the direction of getting them approved by the General Faculty."

Sincerely yours,

A handwritten signature in cursive script, appearing to read "C. C. Scarborough".

C. C. Scarborough, Chairman
Faculty Advisory Committee

cc: K. S. Campbell, Secretary
Faculty Advisory Committee

April 8, 1954

Mr. C. C. Scarborough
103 Tompkins
Campus

Dear Mr. Scarborough:

I would like to request that the Advisory Committee give very careful consideration to the report of the Committee on College Government dated March 22, 1954. These recommendations should have the approval of both the Committee on College Government and the Advisory Committee before going to the General Faculty.

It must also be kept in mind that the General Faculty, by approving recommendations, does not have authority to make them official. They will be subject to approval of the President and the Board of Trustees. The present Faculty Council was established and its authority defined by the Trustees.

I have a few comments which may be considered by both the Committee on Government and the Advisory Committee. At the bottom of page two and on page three, the statement is made that the agenda for meetings of the General Faculty shall be prepared by the Chairman of the General Faculty. Does this refer to all meetings or only those which may be called by the Faculty Senate?

At the bottom of page four, it occurs to me that the presiding officer of the Senate might be the Chairman of the Faculty. It should also be made clear whether the Chancellor is expected to preside over meetings of the Senate when possible for him to attend the meetings.

On page three, it is stated that the Chancellor, at his pleasure, may preside over meetings of the Senate. On page four, it is proposed that the Senate shall elect a presiding officer. On page six, duties of the Liason Committee are listed. Before adoption, responsibilities of the proposed Administrative Council and of the Faculty Senate should be very carefully outlined and not left to the judgment of a small committee.

I realize that members of the Advisory Committee are very busy, but hope that they can work with members of the Committee on Government, and present to our General Faculty a proposal which will be both acceptable and desirable.

Sincerely yours,

Carey H. Bostish,
Chancellor

CHB:H

cc: Prof. C. I. Foster

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

April 14, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

I am enclosing copies of the statement given to the Visiting Committee of the Board of Trustees by the Faculty Advisory Committee. The Committee wanted you to have a copy and we are enclosing additional copies if you wish to send one to President Gray and Provost Purks. We do not feel we should send copies to them directly, but we have no objection to your doing so if you wish.

The Faculty Advisory Committee hopes that the proposals by the Committee on College Government for re-organization of the faculty can be made acceptable to all concerned and adjusted so that some of the suggestions in our statement might be realized. As you know, there are some points of the present document which the Faculty Advisory Committee feels unwise. We are now in the process of working with the Committee in developing some common recommendations. However, we do feel that a specific plan must be accepted if faculty opinion is to be brought to bear on policies affecting academic and other related matters in the college.

We were received graciously by the Visiting Committee and found them intensely interested in the statement of the Advisory Committee. They were particularly concerned about the apparent lack of "college spirit" among the students and the feeling among the faculty that they might have more effective participation in academic matters of the college. We were happy to say to them that both of these matters were rapidly improving on our campus at this time.

We appreciate your cooperation in giving us the opportunity to meet with the Visiting Committee.

Sincerely yours,

A handwritten signature in cursive script, reading "C. C. Scarborough".

C. C. Scarborough, Chairman
Faculty Advisory Committee

STATEMENT TO VISITING COMMITTEE OF THE BOARD OF TRUSTEES

MEETING AT STATE COLLEGE, MONDAY, APRIL 12, 1954

Submitted by the Faculty Advisory Committee

The Faculty Advisory Committee at State College is a body of ten members elected by the faculty. One member is elected from each school and three members are elected at large. The Committee meets twice monthly and considers problems of concern to the faculty and State College. Such problems are referred to the Committee by the Chancellor, faculty members, and students.

We are optimistic about the outlook at State College and are encouraged by the keen interest of Chancellor Bostian in all matters affecting student and faculty morale. With few exceptions, faculty morale seems strong and solid. There seems to be some discontent in some areas about procedures in administrative matters within the school. However, this is more hearsay than factual since no such matters have been brought to the attention of the Advisory Committee. We are yet puzzled about the evident lack of "college spirit" among the students. It seems that a great deal of improvement is desirable in this intangible but important area of college life. We doubt that a poor football team or any other one factor accounts for the situation. Possibly the housing condition in the dormitories and the generally inadequate social life of the students are significant factors. However, we are not ready to say where the source of difficulty lies nor how it might be corrected.

There is some concern among faculty members about recent re-organization plans for State College and the University. The most important cause of misgiving is the apparently strong "line officer, chain-of-command" plan for administering all affairs of the college. While we can appreciate the need for defining more clearly the areas of duties and responsibilities of all administrative officers, in so doing there is apparently no plan to have faculty opinion brought to bear in formulating policies affecting the faculty. If this is the case, then it seems to be lacking as a democratic process. This is not arguing for less responsibility or authority for any person in any position, but rather expressing the opinion that the faculty should have some participation in policy-making as well as in executing those policies or abiding by them. Faculty influence could be brought to bear upon policy-making by establishing a faculty committee on policy to serve in relation to the administration as "staff officers" now serve as individuals. Although the Advisory Committee is not fully informed on the matter of long-range planning, we recognize the wisdom of such planning. We should like to recommend that concerted effort be directed toward developing a plant and a campus which through the years will be in keeping with both the utilitarian and the cultural needs to be served.

The Faculty Advisory Committee does not take the position that the faculty should assume major administrative responsibilities. However, we do feel that people in administrative positions could make more effective use of talent in the faculty in planning, developing, and administering policies for the continual improvement of State College. Particularly, do we believe that this is the case with reference to academic matters. A beginning might be made in this direction by giving the Chairman of the Faculty (elected by vote of the faculty) a more active part in the affairs of the college. The Chairman of the Faculty sits with the Advisory Committee, but thus far has been given no duties in connection with the regular affairs of the college.

Representatives of the Advisory Committee are grateful for the opportunity of appearing before the Visiting Committee.

C. C. Scarborough, School of Education, Chairman
K. S. Campbell, School of Textiles, Secretary
R. P. Marshall, School of General Studies
Eduardo Catalano, School of Design
J. W. Pou, School of Agriculture

C. K. Beck, Member at Large
Key L. Barkley, Member at Large
Fred S. Barkalow, Member at Large
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C O P Y

NORTH CAROLINA STATE COLLEGE

Raleigh

Office of the Chancellor

April 8, 1954

Mr. C. C. Scarborough
103 Tompkins Hall
Campus

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Sincerely yours,

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Carey H. Bostian,
Chancellor

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Representatives of the Advisory Committee are grateful for the opportunity of appearing before the Visiting Committee.

C. C. Scarborough, School of Education, Chairman
K. S. Campbell, School of Textiles, Secretary
R. P. Marshall, School of General Studies
Eduardo Catalano, School of Design
J. W. Pou, School of Agriculture

C. K. Beck, Member at Large
Key L. Barkley, Member at Large
Fred S. Barkalow, Member at Large
John F. Lee, School of Engineering
Lenthall Wyman, School of Forestry

July 7, 1954

Dr. C. C. Scarborough, Chairman
Faculty Advisory Committee

Dear Dr. Scarborough:

Before meeting with members of the Advisory Committee to discuss questions concerning the Graduate School as suggested in your letter of July 6, I would like to have you and members of the Committee in Raleigh for the summer study the reports of Cressap, McCormick and Paget bearing on this subject.

I shall be glad to have you and members of the committee meet towards the latter part of July or early in August.

Sincerely yours,

Carey H. Bostian
Chancellor

CHB:H

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

July 6, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

There is a question of rather great importance which has been raised, with the suggestion that the Faculty Advisory Committee make some study and recommendation to the proper persons. This is the position of the Graduate School at State College. The question specifically dealt with the administration of the Graduate School, particularly as to the procedures in developing regulations; further, the source of authority of the Administrative Board in matters affecting graduate students majoring in various departments of the College. Still another area is in the insistence on admission procedures for graduate students not candidates for degrees here.

The Faculty Advisory Committee feels (1) that vigorous and enthusiastic functioning of the graduate programs at State College is of utmost importance to our healthy development, and (2) that there is sufficiently disturbed feelings of enough responsible faculty members to indicate the need for some study. President Gray has indicated that changes in personnel, and possibly in procedures, at the Graduate Dean's level will shortly transpire and it occurred to us that this might result in or be the occasion of some revisions at State College. If so, this Committee could well find itself addressing problems at which efforts at solution are already in progress. In this case, we would hesitate to do more than make ourselves available for any assistance you might request. If the situation is otherwise, we would still welcome your comments and suggestions in advance of any action we might plan.

I am passing on to you these questions for your information. I would prefer to delay this matter until we had some report to make, but several members of the Faculty Advisory Committee are away and we do not plan any meetings until September. If you care to discuss this matter with any members of the Committee who are on the campus I will be glad to arrange such a meeting.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "C. C. Scarborough".

C. C. Scarborough, Chairman
Faculty Advisory Committee

North Carolina State College



Raleigh, N. C.

SCHOOL OF EDUCATION

AGRICULTURAL EDUCATION

September 17, 1954

Chancellor C. H. Bostian
Holladay Hall, Campus

Dear Chancellor Bostian:

Several questions have been raised as to the election of members to the Faculty Senate. Since all of the questions that I have heard pertain to integrating the members of the Faculty Advisory Committee into the Faculty Senate, I am taking the liberty of writing you further on this matter. Previously I gave you only the names of the Faculty Advisory Committee with the date of expiration of each member's term of office.

The members of the Faculty Advisory Committee, you will recall, are to serve their respective terms and form the nucleus for the Faculty Senate. The additional members to be elected from each school at this time are indicated. I believe this is in accord with the plan adopted for the Faculty Senate.

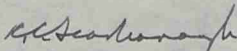
<u>School</u>	<u>Member</u>	<u>Term Expires</u> December	<u>Additional Members to be Elected Now</u>
Agriculture	J. W. Pou	1955	7
	F. S. Barkalow*	1956	
Design	Eduardo Catalano	1956	1
Education	C. C. Scarborough	1954	1
	K. L. Barkley*	1954	
Engineering	John F. Lee	1956	7
	C. K. Beck*	1955	
Forestry	Lenthall Wyman	1954	1
General Studies	Roger P. Marshall	1956	3
Textiles	K. S. Campbell	1955	2

* Members elected "at large" on the Faculty Advisory Committee

September 17, 1954

Presumably it is the desire of all concerned to hold an early election and that the Faculty Senate begin functioning as soon as possible. This means that the two schools - Education and Forestry - would need to hold another election in November to elect members to succeed those whose terms expire in December of this year. Such a procedure would enable us to follow the election plan as set forth in the adopted document.

Sincerely yours,



C. C. Scarborough, Chairman
Faculty Advisory Committee

cc: Professor Charles Foster