

April 22, 1954

Mr. William Sauhering, Jr.
342 Madison Avenue
New York 17, New York

Dear Mr. Sauhering:

Several weeks ago you sent an inquiry concerning whether we have an American Studies program available to our students. Dr. P. W. Edsall, Head of the Department of History and Political Science, has furnished me a full account of our interest in this area. I am enclosing a copy of his report.

If you have an opportunity of visiting North Carolina State College, we shall enjoy talking with you about our courses in this area of American history.

Sincerely yours,

Carey H. Bostian
Chancellor

CHB:H
Enc.

WILLIAM SAUHERING, JR.

Public Relations
342 MADISON AVENUE
NEW YORK 17, N. Y.
Murray Hill 7-1171

CHICAGO
SUITE 614
360 N. MICHIGAN AVE.

March 1, 1954

Dr. Carey Bostian
Chancellor
State College of Agriculture & Engineering
Raleigh, North Carolina

Dear Dr. Bostian:

The Yale and the University of Wyoming programs as described herein have created much interest in educational circles and, no doubt, will interest you as well.

Former President of Yale, Dr. Seymour, at a dinner honoring Mr. William Robertson Coe, stated "American History has been neglected in colleges to a point where illiteracy of our citizens in regard to most vital aspects of America has become notorious."

I have for many years been closely associated with Mr. Coe and the Coe Foundation, and have had the opportunity of seeing firsthand the necessity of establishing studies programs similar to the Yale and Wyoming programs on other campuses. Calling on hundreds of corporation presidents and foundations, as I do annually, I know that these people are vitally interested in seeing that more American Studies programs be made available to students, and many have expressed a willingness to assist in financing such a project.

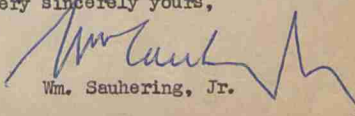
In your community, your state and among your alumni, there are no doubt people and corporations who would cooperate in launching this type of program on your campus. I am certain that funds would be made available, provided that your institution has the facilities and the interest to carry on the work.

I am particularly interested at this time in knowing whether or not you now have an American Studies program, similar to the Yale or the Wyoming program, available to students on your campus. Two years after the course had been made available to Yale students its popularity has grown to a degree where now it is the third most popular of the electives.

My work requires that I travel to many campuses. I shall be in your vicinity sometime during March or April and would like to discuss the contents of this letter with you.

I would appreciate hearing from you.

Very sincerely yours,


Wm. Sauhering, Jr.

P. S. Have you known of the Yale and Wyoming American Studies programs?

SOUTHERN
ASSOCIATION OF
COLLEGE AND
UNIVERSITY
BUSINESS
OFFICERS



TWENTY-SIXTH ANNUAL MEETING
APRIL 28, 29, 30 AND MAY 1, 1954
RALEIGH, NORTH CAROLINA

HOST

NORTH CAROLINA STATE COLLEGE

in cooperation with

MEREDITH COLLEGE

DUKE UNIVERSITY

UNIVERSITY OF NORTH CAROLINA

SACUBO OFFICERS

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	Lenoir Rhyne College
University Business Administration, Vol. II.....	C. Scheps
	Tulane University

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	G. D. Henderson
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	J. A. Blissitt
	University System of Georgia

PROGRAM

Wednesday Evening, April 28

- 5:00- 8:00** Registration, Mezzanine, Sir Walter Hotel
- 8:30-10:00** Business Forms Exposition, Roanoke Room, Sir Walter Hotel
- E. E. Bessent, Emory University, Presiding

Thursday Morning, April 29

- 8:00- 9:00** Late Registration, Mezzanine, Sir Walter Hotel
- 9:30** Leave Hotel by Special Buses for Tour to Duke University and the University of North Carolina
- 10:15-12:30** At Duke University
- G. C. Henricksen, Duke University, In Charge
- The Chapel
- The Sarah P. Duke Gardens
- Special Interest Tours

Thursday Afternoon, April 29

- 1:00-4:00** At the University of North Carolina
- J. A. Williams, University of North Carolina, In Charge
- Buffet Luncheon, Morehead Building
- "Easter, the Awakening," Morehead Planetarium
- General Interest Tour
- 4:00- 4:45** En Route to Raleigh
- 4:45** Recess Until Evening

Thursday Evening, April 29

General Session, Virginia Dare Ballroom, Sir Walter Hotel
C. O. Emmerich, Vice-President, Presiding

8:00 Call to Order

Invocation

Song

Mrs. Ethel L. Casey, Leader

8:15 Address of Welcome

Fred B. Wheeler, Mayor of Raleigh

Announcements

8:30 Report from National Federation of College and
University Business Officers

Gerald D. Henderson, Vice-President of the Federa-
tion

8:45 Musical Interlude

9:00 Annual Address of the President
Committee Appointments

J. H. Dewberry, President

9:30 Announcements

Recess General Session until Friday Morning, Re-
solving into Groups:

(a) Allied Organizations (NAEB, CUPA, NACS,
etc.)

(b) Business Forms Exposition

(c) Executive Committee Meeting

Friday Morning, April 30

7:30 Presidents' Breakfast, Lezar Dining Hall, N. C. State College

General Session, Auditorium, Riddick Engineering Laboratories, N. C. State College

J. H. Dewberry, President, Presiding

9:00 Call to Order

Invocation

R. K. Johnson, Bob Jones University

Introduction and Recognition of Members Attending First Meeting

Gerald D. Henderson, Secretary-Treasurer

Announcements

9:30 "Problems of Colleges and Universities"

Introduction of Speaker by:

C. O. Smalling, Executive Committee Member

Address:

R. C. Cook, President, Mississippi Southern College

10:15 Recess

10:30 "Business Management Problems in Colleges and Universities"—A Forum

G. F. Baughman, Vice-President, Presiding

William H. Patterson, Dean of Administration, University of South Carolina, Moderator

(1) "Functions and Responsibilities of College Auditors"

Robert L. Dennard, University of Florida

(2) "Purchasing's Contribution to Management"

J. E. Doxey, Duke University

(3) "College and University Plant Management"

C. C. Greene, University of Florida

(4) "Accounting Controls Through Cost Procedures"

Granville K. Thompson, Specialist in College Business Management, U. S. Office of Education

(5) "Personnel Administration in University Management"

Orie E. Myers, Jr., Emory University

Question and Answer Period

12:15 Announcements

Lunch

Friday Afternoon, April 30

General Session, Auditorium, Riddick Engineering Laboratories, N. C. State College

W. M. Murray, Vice-President, Presiding

2:00 Call to Order

"Your Public Relations are Showing"

Introduction of Speaker by:

R. K. Shaw, Florida State University

Address:

John Newton Baker, Assistant to the President,
University of Richmond

2:45 Announcements

Recess, Resolving into Conferences:

FOR LARGER SCHOOLS, Auditorium, Riddick Engineering Laboratories

"Auxiliary Services in Colleges and Universities"

Clyde Warrick, Louisiana State University, Moderator and Presiding Officer

3:00 Call to Order

(1) "Meeting the College Housing Needs"

J. A. Stevens, Oklahoma A. and M. College

(2) "Planning the Layout for College Food Service"

T. W. Minah, Duke University

(3) "Managing Auxiliary Services"

C. P. Dunbar, University of Louisville

(4) "Managing the College Bookstore"

H. R. Ritchie, University of North Carolina

Questions and Answers

4:30 Recess Until Evening

FOR SMALLER SCHOOLS, Room 11, Riddick Engineering Laboratories

"Problems of Smaller Colleges"—A Forum

**R. C. Fuller, State Teachers College, Florence, Alabama,
Moderator and Presiding Officer**

3:00 Call to Order

(1) "Maintenance Problems"

D. Grier Martin, Davidson College

(2) "Management Problems"

J. W. Wood, Millsaps College

(3) "Food Service Problems"

P. J. Rogers, Agnes Scott College

Questions and Answers

4:30 Recess Until Evening

Friday Evening, April 30

Annual Banquet, Virginia Dare Ballroom, Sir Walter Hotel

J. H. Dewberry, President, Presiding

7:30 Invocation

Dinner

Musical Program

**Meredith College Students Under the Direction of
Miss Beatrice Donley**

Announcements and Recognitions

J. H. Dewberry, President

"An Educator Looks at the Business Officer"

E. C. Colwell, Dean of the Faculties, Emory University

9:30 Recess Until Saturday Morning

Saturday Morning, May 1

General Session, Auditorium, Riddick Engineering Laboratories, N. C. State College

C. O. Emmerich, Vice-President, Presiding

9:00 Call to Order

Invocation

J. G. Burton, Howard College

"A Look at Education"

Introduction of Speaker by:

R. C. Fuller, State Teachers College, Florence, Alabama

Address:

E. B. Norton, President, State Teachers College, Florence, Alabama

10:00 Business Session

J. H. Dewberry, President, Presiding

Report of Secretary-Treasurer

Report of Committees

Call for New Business

Election of Officers

11:00 Award of Door Prizes

Adjournment

CONVENTION NOTES

Headquarters

Hotel: Sir Walter Hotel, 400 Fayetteville St.

School: Riddick Engineering Laboratories Building,
State College Campus

Guests

Wives, children, friends of members are welcome. They will accompany group on Thursday's tour to Duke University and the University of North Carolina, and will attend banquet on Friday evening. Special entertainment has been planned for the ladies by a sub-committee of the Host Committee, headed by Mrs. J. G. Vann.

Registration Fee

For Members—\$6

For their Guests—\$3

November 19, 1954

Mr. George M. Stephens
The Stephens Press
48 Walnut Street
Asheville, North Carolina

Dear Mr. Stephens:

I have learned from Dean Kamphoefner and Mr. Brown, our Librarian, that we do not have a copy of The Parthenon, Its Science of Forms.

You are very generous to donate this unusual book to us and we shall be very greatly pleased to receive it. It will be catalogued in our general Library and placed in the Library of the School of Design.

We shall express our appreciation to Mr. Conrow for having made it possible for us to have a copy of this book.

Sincerely yours,

Carey H. Bostian
Chancellor

CHB:H

The STEPHENS PRESS

GEORGE MYERS STEPHENS



48 WALNUT STREET
ASHEVILLE, NORTH CAROLINA

November 10, 1954

Dr. Carey H. Bostian, Chancellor
North Carolina State College
Raleigh, N. C.


Dear Dr. Bostian:

An artist friend of mine, Mr. Wilford S. Conrow, 26 Gramercy Park, New York, N. Y., has handed me a copy of an unusual book which might be welcome for your general library or for the School of Design: The Parthenon, Its Science of Forms. The pages of about 14 x 22 inches size give unusually clear diagrams of the author's analysis of basic design for the Parthenon and of the Acropolis where it is located.

Would you be good enough to have the catalog checked at State College to make sure a copy is not already in your possession. If you do not have a copy, I shall gladly forward this and would appreciate the usual acknowledgment to the donor, Mr. Conrow, at the address given above.

This carries kind regards and best wishes.

Cordially,


George M. Stephens

GMS/j

The Parthenon by Robert W. Gardner, N.Y.U. Press, 1925

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

THE D. H. HILL LIBRARY
HARLAN C. BROWN, DIRECTOR

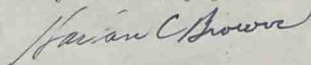
15 November 1954

Chancellor Carey H. Bostian
"A" Holladay Hall
Campus

Dear Chancellor Bostian:

We do not have the volume offered by Mr. Stephens, and both Dean Kamphoefner and I welcome the opportunity to receive it. Dean Kamphoefner would like to have it placed in the School of Design Library, and I believe that is certainly the logical place for it.

Very sincerely yours,



Harlan C. Brown
Librarian

NORTH CAROLINA STATE COLLEGE

OFFICE OF THE CHANCELLOR

To: Mr. Harlan Brown
Dean Henry Kamphoefner

Please return the attached letter and
let me know if you would like to have
the proffered book.

Carey H. Bostian

November 12, 1954

ATTACHED PAPERS

- Please note and return
- For your records
- Please handle
- Note opinion and return
- Needs your signature
- Please give me all data
- Please approve
- Please answer and send me copy of your reply
- Please give me your recommendations
- Please make suggestions

The STEPHENS PRESS

GEORGE MYERS STEPHENS



48 WALNUT STREET
ASHEVILLE, NORTH CAROLINA

November 22, 1954

The Library
North Carolina State College
Raleigh, N. C.

Gentlemen:

I have just received a letter from Dr. Bostian that you do not have a copy of The Parthenon, Its Science of Forms. We are mailing to you today this book, which was given to me by Mr. Wilford S. Conrow.

With best wishes, I am

Yours very truly,

George M. Stephens

GMS/j

cc - Dr. Carey H. Bostian, Chancellor

November 26, 1954

Mr. Wilford S. Conrow
26 Gramercy Park
New York, New York

Dear Mr. Conrow:

We wish to send our sincere thanks for your having made it possible for our Library to have a copy of Gardner's The Parthenon, Its Science of Forms.

Mr. George M. Stephens, a very devoted member of our Board of Trustees, is donating to us the copy of this very unusual and valuable book which you recently gave to him.

This publication will be placed in the Library of our School of Design and will be of much use to our students.

Very sincerely yours,

Carey H. Bostian
Chancellor

CHB:H

cc: Mr. George M. Stephens

Office of the President

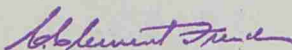
September 30, 1954

My dear Colleagues:

I believe an all-time record for questionnaires has been reached. I recently sent you an inquiry concerning your policy on sabbatical leave. This inquiry went to all Land-Grant Colleges and State Universities, both the separated Land-Grant Colleges and State Universities and the composite institutions. 67 questionnaires were sent, and 67 replies received! For this I give to each of you my very sincere personal thanks.

Believing that the summary of the replies would be of interest to each of you, I have had it duplicated and enclose a copy for your information. This summary is very meager in comparison with some of the material you sent me, but I felt it would be of value to you to know what others are doing.

Sincerely yours,

C. Clement French
President

CCF:gld

Enclosures:

Questionnaire
Summary
Analyzed survey (nine pages)

SUMMARY OF SABBATICAL SURVEY

Questionnaire sent to 67 schools; replies received from all 67

1. Any system?	Yes	- 42
	Modified system	- 7
	No	- 18

Following answers based on the 49 having some type of system:

2. Salary?	Half (approx.) salary for 2 sems. (1 yr.) or full salary for 1 sem. (approx.)	- 27
	Half (approx.) salary for any time on sabbatical leave	- 14
	Full salary for any time on sabbatical leave	- 8

3. Any cost to the institution?	Regular budget	- 19
	Slight cost	- 13
	No cost	- 11
	No information	- 6

4. Limit?	No established limit	- 21
	Budget or departmental convenience limit	- 11
	Percentages (4% - 3; 5% - 2)	- 5
	Numerical limit	- 5
	4 persons per year	
	8 persons per year	
	20-25 persons per year	
	3 qtrs. for each school in the institution	
	14 qtrs. last year, 25 qtrs. this year	
	No information	- 7

5. Supplements?	<u>Schools having a system - based on 42</u>	
	Supplements given	- 19
	Limited supplements	- 14
	No supplements	- 9

	<u>Schools having a modified system - based on 7</u>	
	Limited supplements	- 4
	No supplements	- 2
	No information	- 1

	<u>Schools having no system - based on 18</u>	
	Limited supplements	- 4
	No supplements	- 14

SURVEY OF SABBATICAL LEAVES

NAME OF INSTITUTION	ANY SYSTEM?	SALARY	ANY COST TO INSTITUTION?	LIMIT?	SUPPLEMENTS?
Alabama Polytechnic Inst. Pres. R. B. Draughon Auburn	Yes, as a privilege	Full - up to 3 quarters Half - 1 qtr. to special cases	No	3 qtrs. to each school, divided or to one	No
University of Alabama Pres. Oliver Carmichael University	No				No
University of Alaska Pres. Ernest N. Patty College	No				No
University of Arizona Pres. Richard Harvill Tucson	Yes	Full - 1 sem. 3/5 - 2 sems.	Allowed if necessary	Not stated	Yes, if grant does not give salary above necessary expenses for project
University of Arkansas Pres. John Tyler Caldwell Fayetteville	No, prohibited by state law				No
University of California Pres. Robert G. Sproul Berkeley	Yes, as a privilege, includes Ag. & other academic staffs	After 3 yrs. - 2/3 - 1 sem. Full - 1 sem. in res., teach one course After 6 yrs. - 2/3 - 1 year Full - 1 sem. Full - 1 year in res., teach one course	Yes	Not stated	May have grant and sabbatical at same time if otherwise eligible for sabbatical

Colorado A. & M. Pres. William E. Morgan Fort Collins	Yes, every 7th year	Half - for any length of time, limited to one year	Yes	Convenience of dept. & available funds	May have grant and sabbatical at same time
University of Colorado Pres. Ward Darley Boulder	‡Academic leave	Assist. Prof. & above given 1 qtr. of every 8 at full salary	††No info.	No info.	No info.
University of Connecticut Pres. Albert Jorgensen Storrs	Yes, as a privilege, some adm. personnel included	Half - 2 sems. Full - 1 sem.	No	Budgetary	Depending on merit of case, full, half, or no salary may be given
University of Delaware Pres. John A. Perkins Newark	Yes, but not as a right	Half - 2 sems. Full - 1 sem.	No	Convenience of dept. & available funds	Generally no
University of Florida Pres. John Allen, Act. Gainesville	No				No
University of Georgia Pres. Omer Aderhold Athens	Yes, as a guide, not a right.	Maximum of half for any length of leave, may be less	Usually no	Not stated	No
University of Idaho Pres. D. R. Theophilus, Act. Moscow	Yes	Half - 2 sems. Full - 1 sem.	Yes	4 per year	Yes, with approval of University
University of Illinois Pres. Lloyd Morey, Act. Urbana	Yes	After 6 yrs. - Half - 2 sems. Full - 1 sem. Special cases allowed half for 1 sem. after three yrs.	No	Not stated	May have grant and sabbatical at same time if eligible for the sabbatical anyway

Indiana University Pres. Herman B. Wells Bloomington	Yes	Half - 2 sems. Full - 1 sem.	Very little	20-25 per year	May have both
Purdue University Pres. Frederick Hovde Lafayette, Indiana	Yes, in- cluding Ag.	After 6 sems.- Half - 1 sem. After 6 years- Half - 2 sems.	No	Not stated	Generally no, with some special cases receiving half or qtr. pay
Iowa State College of A. & M. Pres. James H. Hilton Ames	No				No
State University of Iowa Pres. Virgil M. Hancher Iowa City	No				No
Kansas State College Pres. James A. McCain Manhattan	Yes	Half annual sal. (9, 10, 12 mos.) over sabbatical period of same length	Yes	4% of faculty	Sabbatical given when eligible ir- respective of other awards
University of Kansas Chanc. Franklin Murphy Lawrence	Yes	Half - 2 sems.	Yes	4% of faculty	Grant full sabbatical allowance usually, re- gardless of grants
University of Kentucky Pres. H. L. Donovan Lexington 29	Yes	Half for any length of sab- batical leave	Yes	Not stated	Yes, up to an amount equal to regular salary
Louisiana State University and A. & M. College Pres. Troy H. Middleton University Station, Eaton Rouge	Yes, in- cluding Ag. & Lib.	Half - year Full - $\frac{1}{2}$ year	Some cost allowed, attempt made to keep net cost the same	Not stated	Sometimes, if grant is in foreign money especially

University of Maine Pres. Arthur A. Hauck Orono	Yes	Half - 2 sems. Full - 1 sem.	Not usually	Convenience of dept.	Yes
University of Maryland Pres. H. C. Byrd College Park	Yes	Half - 2 sems. Full - 1 sem.	No	Not stated	No
University of Massachusetts Pres. Ralph A. Van Meter Amherst	Yes	Half - 2 sems. Full - 1 sem.	\$10,000 bud- get plus sav- ings on those who get leave	Budgetary	No employ- ment but may accept grant
Michigan State College Pres. John A. Hannah East Lansing	Yes, after 6 yrs.	Half - 2 sems. Full - 1 sem. or less (without any cost)	Allowed on the half-pay, full- year leaves	No, limit to 1/7 of dept. if possible	May have both
University of Michigan Pres. Harlan H. Hatcher Ann Arbor	Yes, in professor- ial rank, after 6 yrs.	Half - 1 year Full - 1/2 year	Not usually	No info.	May have both
*University of Minnesota Pres. J. L. Morrill Minneapolis 14	Yes, after 6 yrs. and with tenure	Half - 1 year	No	Not stated	May have both
	New set-up as a privi- lege, after 3 yrs. and tenure	Full - 1 qtr.	Up to \$10,000 in one year	40, with 36 at no cost	May have both
Mississippi State College Pres. Ben F. Hilbun State College	No				No
University of Mississippi Chanc. John D. Williams University	No				No

University of Missouri Pres. Frederick Middlebush Columbia	Yes, including Ag. & Adm.	Half - year Full - 1 sem. limited to 5	No	5% of Ag. personnel, no info. on others	Yes, if total income does not exceed regular salary
Montana State College Pres. R. R. Renne Bozeman	Yes	Full - 1 qtr. All entitled to 1 qtr. leave out of 8 (2 yrs.)	No	Not stated	Yes, qtr. out of residence may be supple- mented by grant
Montana State University Pres. Carl McFarland Missoula	Formal system discon- tinued	12-mo. people have 1 qtr. leave out of every 8 at full pay	No info.	No info.	No
University of Nebraska Chanc. John Selleck, Act. Lincoln 8	Yes, in- cluding Adm.	Full for any sab- batical granted	Yes	Not stated	Yes
University of Nevada Pres. Minard W. Stout Reno	No system, grant some individual leaves				No
University of New Hampshire Pres. Durham	Yes, after 7 yrs.	Half - 2 sems. Full - 1 sem.	Yes	Not stated	No
Rutgers University Pres. Lewis W. Jones New Brunswick, N. J.	†Research leaves for speci- fic work	Usually at full salary	No info.	No info.	Yes, up to $\frac{1}{2}$ regular sal- ary
New Mexico College of A. & M. Pres. J. W. Branson State College	Yes	Half - 2 sems. Full - 1 sem.	Yes	Decided by yearly bud- get, have approved all re- quests usually	No

University of New Mexico Pres. Tom L. Popejoy Albuquerque	Yes	Half - 2 sems.	Yes	Not stated	No
Cornell University Pres. Deane W. Malott Ithaca, New York	Yes	Half - 2 sems. Full - 1 sem.	No info.	Not stated	May have both
State College of Ag. & Eng. Chanc. Raleigh, North Carolina	No				No
University of North Carolina Chanc. Robert B. House Chapel Hill	Leaves only for definite projects	Full - 1 sem. Half - 2 sems.	No	Not stated	Yes, to keep salary at regular level
North Dakota Agric. College Pres. Fred Samuel Hultz Fargo	Yes	Half - 2 sems.	Not usually	Not stated	Probably would allow both grant and sabbatical
University of North Dakota Pres. John C. West Grand Forks	‡ Leaves given at discretion of Pres. & Board	May be anywhere from without pay to half salary for one year	None or very little	Try to keep it to 8 or less per year	Depends on case
**Ohio State University Pres. Howard L. Bevis Columbus 10	‡ Research Duty Pro- gram, limited	Full - 1 to 3 qtrs.	Very low cost	Allowed 14 qtrs. last yr., 25 qtrs. to be given this year	No
Oklahoma A. & M. College Pres. Oliver S. Willham Stillwater	Yes, after 6 yrs.	Half - 2 sems. Occasionally full - 1 sem.	No	Dept. con- venience	May have both with approval of Pres.

University of Oklahoma Pres. G. L. Cross Norman	Yes	Half - 2 sems.	Yes	Not stated	Yes
Oregon State College Pres. A. L. Strand Corvallis University of Oregon Pres. O. Meredith Wilson Eugene	State System, including Ext., after 6 yrs.	Half - 1 year Occasionally give full salary for 1 qtr. or 4 mos. (for those on annual basis)	Not usually, sometimes a very slight cost in small schools	Convenience of dept. & available funds	No financial advantage to person over his regular salary
Pennsylvania State College Pres. Milton Eisenhower State College	Yes, only to Profs. with 6 yrs.	Half - 2 sems. Full - 1 sem.	Not usually	Not stated	Yes, if grant does not cover all expenses & if individual is entitled to sabbatical
University of Rhode Island Pres. Carl R. Woodward Kingston	Yes	Half - 2 sems. Full - 1 sem.	Yes	Not stated	May have both without limit
Clemson Agricultural College Pres. Robert F. Poole Clemson, South Carolina	No				No
University of South Carolina Pres. Donald Russell Columbia 1	Yes	Half - 2 sems. Full - 1 sem.	Yes	Budgetary	Usually no
South Dakota State College Pres. John W. Headley Brookings	Yes	Half - 2 sems. 1/8 salary for each year of service for junior leaves	Yes	5% of faculty	No
University of South Dakota Pres. I. D. Weeks Vermillion	Yes	Half - 2 sems.	Yes	5% of total	Yes, if total is not in excess of regular salary
University of Tennessee Pres. C. E. Brehm Knoxville	No				Yes, to keep salary at regular level but without cost

A. & M. College of Texas Pres. David H. Morgan College Station	No				No
University of Texas Pres. Logan Wilson Austin 12	No; occasional research leaves granted				No
University of Utah Pres. Albert Ray Olpin Salt Lake City 1	Modified plan	2 qtrs. leave with full pay by working a summer first	No info.	No info.	Some part scholarships
Utah State Agric. College Pres. Henry Aldous Dixon Logan	Yes	60% salary for any sabbatical granted	Cost allowed some years if funds are available	Budgetary	No
University of Vermont and State Agric. College Pres. Carl W. Borgmann Burlington	No				Total of \$2,000 granted per year to one or more persons
University of Virginia Pres. Colgate Darden, Jr. Charlottesville	No				Some help for travel, secretarial assistance, etc.
Virginia Polytechnic Inst. Pres. Walter S. Newman Blacksburg	No; some subsidizing of faculty doing grad. work				Depends on case
University of Washington Pres. Henry Schmitz Seattle 5	Yes, to those with tenure	Half for any time not to exceed 3 qtrs. in 6 years	No	Not stated	Yes, may have both
West Virginia University Pres. Irvin Stewart Morgantown	No; do have legislative authority but not the funds	(Half - 1 year Full - 1 sem.)			No

University of Wisconsin Pres. Edwin B. Fred Madison 6	‡ Modified plan	May earn year's leave by teaching 3 summers-full pay Also funds in Grad. School to give 12- 15 grants per year	No info.	No info.	Yes, to a limited extent
University of Wyoming Pres. George D. Humphrey Laramie	Yes	Half - 2 sems. Full - 1 sem.	Yes	4% of faculty	Yes, up to a point not to exceed regu- lar salary

* Recent survey has resulted in both the traditional sabbatical program and the new single-quarter, full-pay leave system being carried on simultaneously (as of June 12, 1954). In addition, Summer Faculty Research Appointments are granted to approximately 10 persons per year.

** A complete report was enclosed on a recent survey of the sabbatical problem and how a small and successful beginning has been made.

† Not stated, i.e., there is no established numerical limit per year although the system is probably limited by departmental convenience or the available funds for the fiscal period.

†† No info., i.e., no answer given on questionnaire to this particular question.

‡ Does not have a regular sabbatical system, but does have some modified plan for leaves with pay.

Office of the President

June 22, 1954

COPY

Dear Colleague:

I would appreciate your giving me some information about sabbatical leaves and the practice of your institution with regard to the administration of the same. Will you be so kind as to check the appropriate items on this page and return in the enclosed self-addressed envelope.

1. Do you now have in operation any system of sabbatical leaves?
Yes _____ No _____
2. If the answer to the above is "Yes", please indicate your practice by checking one of the following in regard to salary:
 - a. Half salary for two semesters (or equivalent time in quarters). _____
 - b. Full salary for one semester. _____
 - c. Half salary for total leave time, regardless of length. _____
 - d. Any other salary arrangement than those mentioned. _____
Please explain such.
3. Is it required that there be no net cost to the institution in the operation of the plan? Yes _____ No _____
4. Do you have any limit on the number to whom leaves may be granted per year? Yes _____ No _____
If so, what is it? _____
5. In the event of a grant to a faculty member, such as a Fulbright or Guggenheim Fellowship, do you make a financial supplement to the recipient? Yes _____ No _____
Please explain.

Sincerely yours,

C. Clement French
President

CCF:gld

March 9, 1954

Dr. John E. Ivey, Jr., Director
Southern Regional Education Board
830 West Peachtree Street, N. W.
Atlanta, Georgia

Dear Dr. Ivey:

We are pleased to approve the Regional Plan in Forestry Education and Research covering the period January 1, 1954, to December 31, 1954. We are pleased with progress which has been made in this area but believe that much greater benefits will come in the future.

Not much can be done in removing duplications already in existence. It should be possible, however, to avoid duplications in graduate programs and in research projects in future years.

Very cordially yours,

Carey H. Bostian
Chancellor

CHB:H

Enc.

SOUTHERN REGIONAL EDUCATION BOARD

830 WEST PEACHTREE STREET, N. W.

ATLANTA, GEORGIA

TELEPHONE ELGIN 6781

March 3, 1954

Dr. C. H. Bostian, Chancellor
North Carolina State College
Raleigh, North Carolina

Dear Chancellor Bostian:

Attached you will find the Regional Plan in Forestry Education and Research prepared by the Regional Committee to cover the period January 1, 1954 to December 31, 1954. It supersedes the plan which the presidents signed to cover the period October 1, 1952 to September 30, 1953. The date of the period has been changed since the Committee feels it easier to meet in the late Fall. Two copies of the Regional Plan are attached. Please sign one and return it to the Board for our files.

The Committee has made substantial progress in the period during which it has been organized. As you know, it has published and distributed a recruitment bulletin which should help increase the number of forestry students; it is now seeking support for a plan for regional scholarships and fellowships which it prepared; it is in the process of printing a brochure on the minimum pre-forestry curriculum for distribution to other colleges and universities. It has been instrumental in advising on the functions and organization of a Council on Forestry Education and Research in the Southern States which will combine representation from the regional committee, from industry, and from government agencies. The Council will work toward establishing ways of relating interests and abilities of these three groups in forestry education and research programs. You may be interested in the attached list of persons who have accepted membership on the Council. They will be supplemented by representatives from the American Pulp and Paper Association and the petroleum industries.

The present plan includes a compilation of undergraduate and graduate offerings and present and planned research projects being undertaken by each of the schools. The listing of these will help make it possible for each school to decide what it wishes to undertake in instruction and research in light of what is going on at the other schools in the region. Most schools seem to offer pretty much the same master's degree programs although there are exceptions in such fields as forest genetics, tree physiology, and a few others. At its last meeting the Committee agreed to work more intensively on ways of

Dr. C. H. Bostian

-2-

March 3, 1954

relating research interest at one school to those of other schools so that the projects would dovetail perhaps more closely than they do now. As special research interests develop at the various schools, they will probably be reflected in a sharpened focus and increased quality of graduate instruction.

I am sure that the Committee would be pleased to receive any comments which occur to you.

Best personal regards.

Sincerely yours,



John E. Ivey, Jr.
Director

JEI:md
Enclosures

cc: Dr. R. J. Preston

LOUISIANA STATE UNIVERSITY
AND AGRICULTURAL AND MECHANICAL COLLEGE
BATON ROUGE 3, LA.

COLLEGE OF AGRICULTURE
EXTENSION -- RESEARCH
TEACHING

September 23, 1954

DEPARTMENT OF VETERINARY SCIENCE

Dr. C. H. Bostian, Chancellor
North Carolina State College
State College Station
Raleigh, North Carolina

Dear Dr. Bostian:

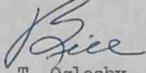
I have recently seen Representative Bobby Cagle and our Dean Smith and both showed me some correspondence from the Southern Regional Education Board. I sure hope copies of the reports from your big committee and sub-committees will be sent to those of us who are just "hired boys", but very much interested. I noticed we were not on the tentative list of those to receive reports, so I dropped a note to Bill asking if we could be "included in".

I have a suggestion that I am sure you will take in the spirit it is offered. I am sure you want the best consultation you can get for your sub-committees, so I am wondering if it would not be helpful to consider asking Doctors Simms and Grey to sit in with your recently appointed "sub-committee on development of animal health research". This suggestion stems from the fact that Dr. Simms as former Chief of B.A.I. and now in charge of the Animal Disease and Parasite Research Branch of ARS, and Charlie as veterinarian with the Office of the Experiment Stations probably have at their command more facts on this broad picture than any other two in the country.

Please understand that I am not complaining about those who you appointed, and it may be that you would not want to ask anyone who was not on the original committee which met in Atlanta about a year ago. You are the boss, but as one who has kind of been pushed into the middle of this thing, I am not hesitant to at least drop the suggestion for your consideration.

I hope I at least see you long enough to say "hello" at the Land Grant meeting in November. With best personal regards, I am

Most sincerely yours,


W. T. Oglesby, Head

WTO:mc

SOUTHERN REGIONAL EDUCATION BOARD

830 WEST PEACHTREE STREET, N. W.

ATLANTA, GEORGIA

TELEPHONE ELGIN 6781

March 23, 1954

Dr. C. H. Bostian, Chancellor
North Carolina State College
Raleigh, North Carolina

Dear Chancellor Bostian:

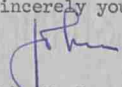
I have the pleasure of transmitting to you a copy of the proceedings of the Regional Congress on City Planning, held in Roanoke, Virginia, last August.

The Regional Committee on City Planning, acting upon the Congress recommendations, plans to undertake four major projects as promptly as possible: (1) the development of a clearing house type service with respect to research in city planning; (2) the preparation of a systematic plan by which graduate education in city planning can be made more readily available to the citizens of all the states in the Compact; (3) the preparation of model state legislation in the field of city planning; and (4) arrangements to provide teachers at all levels with information about cities and city planning for appropriate incorporation in existing courses.

Although the four projects listed above do not represent all that can be done to help improve the quality of programs in city planning, I believe they represent a solid start. They should result in stronger curricula and in a larger number of well qualified students, and should help universities demonstrate the value and utility of their special services to cities and states. Closer relations with state agencies should help produce realistic research on important problems of urbanization in the South.

I would very much appreciate your comments on the work being planned by the Regional Committee on City Planning, and I am sure that the Committee would like to have your advice.

Sincerely yours,


John E. Ivey, Jr.
Director

JEI:gds
enclosures

school of design

CHANCELLOR CAREY H. BOSTIAN,
"A" HOLLADAY HALL,
CAMPUS.

DEAR CHANCELLOR BOSTIAN:

MISS HAYWOOD HAS GIVEN ME THE LETTER WRITTEN TO YOU ON MARCH 23 BY JOHN E. IVEY, JR., DIRECTOR OF THE SOUTHERN REGIONAL EDUCATION BOARD TOGETHER WITH THE MINUTES OF THE DECEMBER 8 AND 9, 1953 MEETING OF THE REGIONAL COMMITTEE AND THE ADVISORY PANEL ON CITY PLANNING, AND SUGGESTED THAT I GIVE YOU MY COMMENTS ON BOTH.

IN THE ALLOCATION OF FUNCTIONS OF THE CONSOLIDATED UNIVERSITY, YOU, OF COURSE, KNOW THAT CITY PLANNING HAS BEEN DELEGATED TO THE UNIVERSITY AT CHAPEL HILL. THE QUESTIONS ASKED BY MR. IVEY, THEREFORE, MORE DIRECTLY CONCERN THE DEPARTMENT OF CITY AND REGIONAL PLANNING AT CHAPEL HILL THAN THEY DO THE SCHOOL OF DESIGN.

THE SCHOOL OF DESIGN IN BOTH DEPARTMENTS IS INTERESTED IN CITY PLANNING AND A NUMBER OF CITY PLANNING PROBLEMS ARE GIVEN. WE, THEREFORE, WOULD FIND A CENTRAL CLEARING HOUSE, WITH RESPECT TO RESEARCH IN CITY PLANNING, HELPFUL IN OUR STUDIES IN THAT FIELD. WE WORK ON MANY PRACTICAL PROBLEMS USUALLY IN COLLABORATION WITH THE PROFESSIONAL AND MUNICIPAL PLANNERS IN THE NORTH CAROLINA COMMUNITIES, PARTICULARLY WITH HERBERT STEVENS, DIRECTOR OF CITY PLANNING IN RALEIGH. WE ALSO COLLABORATE ON OCCASION WITH THE DEPARTMENT AT CHAPEL HILL AND SOMETIMES USE THEIR STAFF AS CONSULTANTS ON PROBLEMS WE GIVE TO OUR OWN STUDENTS.

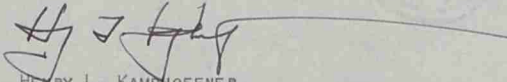
SYSTEMATIC PLANS TO GIVE GRADUATE EDUCATION IN CITY PLANNING TO ALL CITIZENS IN THE SOUTHERN COMPACT COULD VERY LIKELY BE WORKED OUT WITH THE DEPARTMENT IN CHAPEL HILL, BUT WE ARE ANXIOUS IN THE SCHOOL OF DESIGN TO SEE THAT DEPARTMENT ENLARGED AND STRENGTHENED. SUCH A PLAN AS MR. IVEY SUGGESTS WOULD BE HELPFUL TO THE CHAPEL HILL DEPARTMENT.

IN MY OPINION, WE AT NORTH CAROLINA STATE COLLEGE SHOULD EXERT ALL POSSIBLE INFLUENCE WE CAN IN THE PREPARATION OF MODEL STATE LEGISLATION IN THE FIELD OF CITY PLANNING. WE CAN PROBABLY DO THAT THROUGH OUR CONTACTS WITH THE MEMBERS OF THE GENERAL ASSEMBLY.

IT IS ESSENTIAL IN CITIZEN EDUCATION THAT MORE INFORMATION BE GIVEN ON PLANNING IF IT IS TO BE UNDERSTOOD AND SUPPORTED BY THE GREAT MASS OF CITIZENRY. WE MIGHT BE ABLE TO DO MORE AT STATE COLLEGE IN THE WAY OF ORIENTATION IF CERTAIN COURSES AND TOPICS COULD BE OFFERED IN SOME OF THE EXISTING DEPARTMENTS SUCH AS OUR OWN OR PERHAPS SOCIOLOGY OR POLITICAL SCIENCES.

I TRUST THESE COMMENTS WILL BE OF SOME USE TO YOU IN ANSWERING MR. IVEY'S LETTER.

SINCERELY YOURS,

A handwritten signature in dark ink, appearing to read 'H. L. Kamphoefner', with a long horizontal line extending to the right.

HENRY L. KAMPHOEFNER
DEAN

MARCH 31, 1954

HLK:RS

ENCLOSURES.

TENTATIVE
December 17, 1953

MINUTES

Meeting of the Regional Committee and the
Advisory Panel on City Planning

December 8-9, 1953

Biltmore Hotel
Atlanta, Georgia

The Regional Committee and the Advisory Panel on City Planning met at the Biltmore Hotel, Atlanta, Georgia, on December 8-9, 1953. Dr. George F. Gant, the Board's Consultant for Graduate Programs, called the meeting to order at 8:15 p.m. on December 8. Present were:

Regional Committee

George F. Gant, Consultant for Graduate Programs, Southern Regional Education Board

Richard N. Kuhlman, Professor of Architecture and Planning, University of Oklahoma

Howard K. Menhinick, Regents' Professor of City Planning, Georgia Institute of Technology

John A. Parker, Head, Department of City and Regional Planning, University of North Carolina

Advisory Panel

Walter H. Blucher, Executive Director, American Society of Planning Officials

James W. Martin, Director, Bureau of Business Research, College of Commerce, University of Kentucky

Harold V. Miller, Executive Director, Tennessee State Planning Commission

Others

William T. Arnett, Dean, College of Architecture and Allied Arts, University of Florida

Hugo Leipziger-Pearce, Chairman, Inter-departmental Committee on Graduate Studies in Community and Regional Planning, University of Texas

Malcolm Little, Jr., Assistant Professor of City Planning, Georgia Institute of Technology

Leo J. Zuber, Assistant Director, Metropolitan Planning Commission of Atlanta

Richard H. Leach, Staff Associate, Southern Regional Education Board

Redding S. Sugg, Jr., Staff Associate, Southern Regional Education Board

Dr. Gant opened the meeting by welcoming the members of the Advisory Panel and the visitors. The minutes of the January 27-28, 1953, meeting of the Regional Committee were approved as circulated. The Committee then turned to a consideration of the following topics:

- I. Organization of the Regional Committee and the Advisory Panel
- II. Methods and Priorities for Implementing Congress Recommendations
- III. Nature and Distribution of Publications
- IV. City Planning Programs at The Johns Hopkins University and the Universities of Florida, Maryland and Texas
- V. Plans for the Future

I. Organization of Regional Committee and Advisory Panel

Dr. Gant described the organization of other regional committees and after some discussion it was decided that the Regional Committee on City Planning should elect a chairman and a secretary to serve concurrent two-year terms. Mr. Menhinick was nominated as chairman and Dr. Gant as secretary, and both were elected unanimously. Mr. Menhinick then took the chair. Mr. Menhinick referred to the questions raised by Professor John Gaus about the status of members of the Advisory Panel. It was decided that Professor Gaus' points were well taken and that in order to retain his services and the services of the other members of the Advisory Panel whose time is limited, from now on the Panel will be considered as being on an "on-call basis" rather than as a continuing committee.

Henceforth, members of the Panel will be asked to undertake specific assignments, but all members will not necessarily be asked to participate on every problem. Thus, some will serve on some occasions, others on others, and the burden will be lighter on all. The secretary was asked to advise Messrs. Gaus and Adams of this decision of the Committee.

II. Methods and Priorities for Implementing the Congress Recommendations

At the outset, it was agreed that not all the recommendations of the Congress will be, or were intended to be, implemented by the Regional Committee. The implementation of many must be by such institutions and agencies as those represented at the Congress. Dr. Gant told the Committee how the Board's resolution calling for the establishment of State Advisory Councils on Regional Education in each state might help in the implementation of some of the Congress recommendations. Upon their establishment, an agency will exist in each state whose purposes are to maintain liaison with the Southern Regional Education Board and to receive recommendations for action from the several regional committees.

The Committee decided to consider the recommendations subject to its action under the five following headings. It was agreed that after thorough discussion of each group of recommendations a member of the Committee should be assigned to prepare a concise, specific prospectus, including discussion of finances, methods, etc., on how to carry out those recommendations. It was agreed further that attention should be paid in each prospectus both to those recommendations which it might be feasible and possible to carry out at once and to those which will require a long-range program.

- A. Those concerned with research and editorial activities
- B. Those concerned with planning legislation and administration, including local planning assistance programs
- C. Those concerned with professional education in city planning

- D. Those concerned with civic education in city planning
- E. Those concerned with tackling such major problems of regional concern as the central city, suburban fringe, and traffic

A. Research

Mr. Parker was asked to prepare a prospectus on implementing the Congress recommendations pertaining to research for consideration of the Regional Committee at its next meeting. It was the consensus of the group that Mr. Parker take the following points into consideration when preparing his prospectus:

1. An inventory of research in planning going on in the region would be a tremendous and perhaps futile task which the Committee should not undertake. However, some way must be found to disseminate information about who is now doing what planning research at the institutions under the memorandum of agreement, if not the South as a whole, so that any projects planned will not duplicate efforts already begun.
2. Two kinds of activities need to be kept in mind concerning the research recommendations: some activities will be merely stimulative in character, while others may involve actually undertaking projects or arranging to have them undertaken.
3. A calendar for the implementation of the research recommendations might be prepared. A few of the most important projects which seem immediately feasible might be instituted at once, and others might be planned for the future. Those planned for early action should be discussed in terms of how, who, how to finance, etc.
4. Consideration might be given to a plan by which the Regional Committee itself might provide the clearing house type functions

illustrated above and called for by the Congress Committee on Basic Research Priorities. Thought also might be given to the possibility of one of the institutions under the memorandum of agreement taking on the function as a part of its continuing program of city planning.

5. An effort should be made to learn if the Social Science Research Council, or some similar agency, would join with the Regional Committee in sponsoring the conference or seminar on city planning research recommended by the Congress. Such a seminar might consider what would be helpful to the Regional Committee in carrying out the Congress research recommendations, consider planning concepts and suggest continuing research activities for the region. The seminar should be kept small -- no more than 30 people -- but it should represent all the disciplines involved in city planning research.

6. Consideration should be given in the prospectus to integrating the recommendations of the Committee on a Planning Periodical and the Committee on Case Materials with whatever research coordinating activities are planned or undertaken.

B. Legislation

Dr. Gant was asked to arrange for the implementation of the Congress recommendations relating to legislation and administration, for consideration of the Regional Committee at its next meeting. It was the consensus of the group that the following points be considered:

1. Albert Coates might be queried as to whether his Institute of Government (at the University of North Carolina) might join with the Department of City and Regional Planning to carry out this project.

Dr. Gant might consult with Mr. Parker, Philip Greene and Mr. Coates about the possibility as his schedule in the next month or six weeks permits.

2. The preparation of a model act for improved planning legislation in the South should not involve merely the recapitulation of existing statutes. Instead, it should constitute a definite step forward.

3. In thinking about the draft of a model act, the following should be kept in mind:

- a. What method should be utilized in securing a draft?
- b. What should the act's objectives be?
- c. Does the act provide the best ways to achieve those objectives?
- d. How can the act's adoption be secured?

4. In addition to a model act for city planning commissions, enabling legislation of state planning agencies for improving citizen participation and adequate administration might also be drafted separately or be included in the model act itself.

5. Consideration might be given to securing joint sponsorship of the project by such groups as SASPDA or the Southeastern Chapter of AIP.

6. A target date for the completion of the project might be either the 1954 or 1956 assembly of states, sponsored by the Council on State Governments.

C. Professional Education

Mr. Menhinick was asked to prepare a prospectus on implementing the Congress recommendations relating to professional education, for consideration of the

Regional Committee at its next meeting. It was the consensus of the group that Mr. Menhinick take the following points into consideration when preparing his prospectus:

1. Of all the Congress recommendations those pertaining to professional education are of first concern to the Regional Committee both because of the obvious need for the training of city planners and because the memorandum of agreement gives major attention to the provision of educational, as well as research services, to the several compact states. The possibility of systematic joint curriculum planning for the region's city planning needs ought to be considered. How to link the institutions under the memorandum of agreement together instruction-wise, and the formulation of definite plans for educational services to other states and institutions, ought to be a part of such consideration.
2. To call attention to the field, a brochure for high school and college students re city planning as a professional career might be prepared at once. A list of the city planning programs offered in the region would meet a basic need for information re city planning both to students and to other states, who would then know what is available in the field in the South.
3. The Southeastern Chapter of AIP recently moved to set up a committee to prepare a statement on city planning as a career. Mr. Menhinick was asked to notify that Chapter of the interest of the Regional Committee in that statement and to ask that it be made available for use in the brochure either as written or as modified to suit the brochure's needs.

4. The brochure ought to be published under university auspices and considered as a special university bulletin.
5. Mr. Menhinick was asked to include in his prospectus his thoughts on the kind of brochure desired, an outline of its contents and suggestions for securing cooperation in recruiting.
6. The need for a regional institute or institutes in city planning (short course summer training programs) might be considered. Whether regional institutes for others who need or want to know about city planning should be undertaken, whether they should be of the Chautauqua type, whether there should be one or several, whether they should be for two weeks or longer, whether they should be offered in every state or only at one or two universities, whether the Regional Committee should limit its role to assisting states or institutions in the conduct of such courses or should sponsor them itself are all questions which the prospectus should answer. Case studies of successful institutes might be made.
7. Particular attention should be paid to the idea of bringing together in the spring of 1954 those persons who now give institutes or short courses for professional planners in the region for the exchange of experience, an examination of what needs to be done, and how the Regional Committee on City Planning can help.
8. The whole need of securing student aid needs to be explored.

D. Civic Education

Dean Arnett was asked to prepare a prospectus on implementing the Congress recommendations relating to civic education, for consideration of the Regional

Committee at its next meeting. It was the consensus of the group that Dean Arnett take the following points into consideration when preparing his prospectus:

1. The summer work shop for teachers recommended by the Committee on Civic Education is not properly a Committee function. Rather, the Regional Committee might explore ways to assist already established teacher work shops in terms of bibliography, materials, etc.
2. The first step in that direction might be to find out what such teacher work shops need or would like to have in terms of their own programs. Contact might be made with state departments of education, with state education associations and with school curriculum people to ascertain their interest in civic education in city planning.
3. Business sponsorship of material for work shop use might be investigated.
4. How to acquaint undergraduates in other professional fields with city planning needs to be explored. A well-worded recommendation from the Regional Committee to the universities in the region on how this might be accomplished through already existing courses in architecture, civil engineering, etc., might serve to stimulate activity along this line in those institutions.
5. An exchange of material for use in specific education in city planning might prove helpful in securing better utilization of public media of education.

E. Special Problems

It was the consensus of the group that the Regional Committee should not now attempt to deal with additional major projects. However, it was agreed that both Dr. Gant and Mr. Parker should keep the relationship of the suburban fringe problem to the subjects of their prospectuses in mind while working on them.

III. Nature and Distribution of Publications

It was the consensus of the group that the Congress proceedings ought to be mimeographed in sufficient quantity to supply copies gratis to the delegates to the Congress, to those who were invited to the Congress but could not come, and to the libraries of the 65 universities in the region offering graduate work and to the Library of Congress. A limited number of copies will be made available also to others at \$1.00 a copy. Several suggestions for modification or correction of the proceedings as distributed were made to the editor and will be incorporated in the final draft.

The question of what other publications there should be was referred to Messrs. Leipziger-Pearce and Kuhlman who, working as a publication subcommittee, will make recommendations to the Regional Committee at its next meeting on what approach to take, what purposes additional publications might serve, what format they might follow, and what audience they might be intended for. A tentative outline(s) might also be submitted. It was suggested that the publications subcommittee check with Rupert Vance's Symposium on the Urban South to see what it contains re city planning.

IV. City Planning Programs at the Johns Hopkins University, and the Universities of Florida, Maryland and Texas

Mr. Menhinick reported that the letter of inquiry to The Johns Hopkins University was never answered and that no further action in that regard is contemplated. The University of Maryland has in its undergraduate curriculum a city planning option in city planning engineering in preparation for a future city planning graduate program. It has expressed no desire to be a party to the memorandum of agreement, however, and no action is contemplated. Dean Arnett sketched the city planning program at Florida. At the present time it is primarily a research and service program, but individualized graduate instruction is contemplated

beginning in the Fall of 1954. The University of Florida has been invited to become a party to the memorandum of agreement and may do so in the near future. Until it does, it has been invited to send a representative to sit in on Regional Committee meetings. Mr. Leipziger-Pearce reviewed the Texas program. President Wilson has indicated his willingness to sign the memorandum of agreement and it will be submitted for his signature soon. In the meantime, Mr. Leipziger-Pearce has been designated to represent the University of Texas on the Regional Committee. The University of Texas has created a faculty committee to study the Congress report and see what Texas and the University of Texas can do to implement it.

V. Plans for the Future

It was agreed that the next meeting of the Regional Committee should be at Gainesville, Florida, either in the last two weeks of March or the first two weeks in April. The secretary will circulate a calendar and notify members of the meeting time. At that time the projects assigned to Parker, Menhinick, Gant, Arnett and Kuhlman-Leipziger will be reviewed.

A telegram of sympathy was sent in the name of the Regional Committee to Mr. Leonard Logan, who was ill.

It was agreed that copies of these minutes be sent to the chairmen of the eleven Congress working committees and to the members of the Advisory Panel as well as to the presidents of the institutions involved and to members of the Regional Committee itself.

SOUTHERN REGIONAL EDUCATION BOARD

Established 1949 under Interstate Compact

TELEPHONE ELGIN 6781

June 25, 1954

830 WEST PEACHTREE STREET, N. W.
ATLANTA, GEORGIA

Dr. C. H. Bostian, Chancellor
North Carolina State College
of Agriculture & Engineering
Raleigh, North Carolina

Dear Chancellor Bostian:

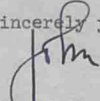
A project to assist southern universities to overcome the major barriers to excellence in graduate education has been initiated by a committee of representatives from the Conference of Deans of Southern Graduate Schools, the Committee on Colleges and Universities of the Southern Association of Colleges and Secondary Schools, and the Committee on Educational Policy of the Southern Regional Education Board. A list of the members of the committee is attached.

The committee has held one meeting at which the attached list of barriers was developed. In addition, the committee identified the need for more precise information about some of the barriers. They requested the Southern Regional Education Board to collect additional information to be used by the committee in discussing the project with their own organizations.

Would you assist us by answering the attached questions about your graduate programs? The information will be used for statistical purposes only, and your institution will not be identified in the report of the questionnaire. If we could receive your reply by July 23, it would greatly assist the committee in its deliberations. We will be happy to send you a copy of the analysis of the questionnaire responses.

Let me thank you in advance for your cooperation in this important project.

Sincerely yours,


John E. Ivey, Jr.
Director

JEI:flw
attachment

Barriers to the Improvement of Graduate Education

The committee developed the following list of barriers to improving graduate education in its meeting on May 24 and 25, 1954. The various barriers are interrelated in many ways and their separation is for purposes of discussion only. In any concerted attack on the impediments to better graduate education, the barriers, or at least groups of them, would have to be approached jointly.

We have organized the barriers under five headings; faculty, students, facilities climate, and program. This is only one of the ways of organizing the subject. Barriers are listed under the heading where they apply most directly, and are listed once, although several could be placed in more than one category.

Recruitment and retention of the graduate faculty

1. Inadequate salaries for creative faculty members
2. Heavy teaching and administrative load
3. Faculty positions already occupied by persons who have no interest or aptitude for graduate instruction and research
4. Insufficient supplemental benefits such as retirement benefits, health insurance benefits, etc .
5. Insufficient funds for the professional stimulation of the faculty through attendance at professional meetings, publication of research and sabbatical leave

The lack of policy and procedure for the development of graduate programs

6. Too many departmental boundaries which tend to fragment the graduate program and prevent the efficient use of facilities

7. The lack of policy and procedures for the concentration of resources in quality programs through intra-institutional and intra-disciplinary specialization and through inter-institutional cooperation
8. The lack of long range planning of graduate programs

The lack of the understanding and policies which affect the climate of graduate education

9. The opinion of many scholars that the South offers little opportunity for a person interested in research and professional advancement
10. Lack of understanding of the value and possible contributions of research on the part of those controlling the development of the university
11. Small size of many departments which limits intellectual contacts, and makes it difficult to establish a creative atmosphere
12. Lack of outside professional contacts for faculty members through such devices as visiting professorships, the holding of meetings of scientific and professional groups on the campus, etc.

The lack of adequate facilities for graduate teaching and research

13. Insufficient material resources: libraries, laboratories, office space, instructional equipment
14. Insufficient personnel assistance, skilled and technical assistants, and secretarial help

Difficulty of attracting top flight students

15. Lack of adequate assistantships, fellowships, and scholarships to attract outstanding graduate students

COMMITTEE ON BARRIERS TO EXCELLENCE IN GRADUATE EDUCATION

D. B. Anderson, Dean, The Graduate School, North Carolina State College
(representing the Conference of Deans of Southern Graduate Schools)

Rufus E. Clement, President, Atlanta University (representing the Committee
on Educational Policy, Southern Regional Education Board)

George F. Gant, Consultant for Graduate Programs, Southern Regional Education
Board (Chairman)

T. S. Painter, Distinguished Professor of Zoology, University of Texas
(representing the Committee on Educational Policy, Southern Regional
Education Board)

Louis A. Pardue, Dean, The Graduate School, Virginia Polytechnic Institute
(representing the Commission on Colleges and Universities, Southern
Association of Colleges and Secondary Schools)

H. M. Phillips, Dean, The Graduate School, Emory University (representing
the Conference of Deans of Southern Graduate Schools)

Richard J. Russell, Dean, The Graduate School, Louisiana State University
(representing the Committee on Educational Policy, Southern Regional
Education Board)

Herman E. Spivey, Dean, The Graduate School, University of Kentucky
(representing the Commission on Colleges and Universities, Southern
Association of Colleges and Secondary Schools)

Please return to:

Southern Regional Education Board
830 West Peachtree Street, N. W.
Atlanta, Georgia

RECRUITMENT AND RETENTION OF THE GRADUATE FACULTY

1. Please give the maximum salary, median salary and minimum salary paid in 1953-54 to special professors*, professors, and associate professors. Give salary for regular term, exclude extra pay for summer teaching; work on research projects, etc.

Faculty Rank	Number of Persons Reported	Maximum Salary	Median Salary	Minimum Salary
Special Professors*				
Professors				
Associate Professors				

(* Special professorships are called by various names, regents professors, distinguished professors, or they may be named after the donor of funds for the special professorships. They all provide a means of recognition, both by title and usually by additional salary, of outstanding faculty members.)

2. Place an asterisk by those maximum and minimum salaries in the table above which are fixed by regulation or law.

3. How is the extra remuneration (if any) of special professorships determined? (Describe briefly) _____

4. What is considered a normal teaching load at your institution for regular faculty members engaged in graduate instruction?

_____ Clock hours of instructional time per week. (Include all time spent in regularly scheduled lecture or laboratory instruction.)

4a. Does your institution have a policy of reducing the teaching load of faculty members engaged in research?

Yes _____
No _____

If yes, describe briefly.

4b. Does your institution have a policy of reducing the teaching load of faculty members engaged in direction of theses and dissertations?

Yes _____
No _____

If yes, describe briefly.

5. Does your institution have a policy of providing funds for travel to professional meetings of faculty members?

Yes _____
No _____

If yes, describe briefly.

5a. What percent of your faculty members above the rank of instructor had all or part of their travel costs to professional society meetings paid during the past year?

Number _____
Percent _____

6. Does your institution provide any post doctoral research fellowships (from either regular or special funds?)

Yes _____

No _____

If yes, how many in the last year? _____

7. How large are institutional funds for inviting eminent scholars to the campus for lectures, visits of several days duration, or short courses?

Amount spent for this purpose during the last year.

\$ _____

7a. Number of persons invited to campus with the funds listed above during the last year _____.

8. What procedures does your institution follow to stimulate publication of faculty members research? Please list.

9. Do you provide sabbatical leave for your faculty members?

Yes _____

No _____

10. In the last three years, how many of your faculty members have been visiting professors in other institutions? (Exclude visits for a few days, for lectures, or short courses).

Regular Sessions _____

Summer Sessions _____

10a. In the last three years how many visiting professors have you had on your campus? (Include only those who have taught courses, list visitors for shorter periods in question 7a above).

Regular Sessions _____
 Summer Sessions _____

10b. Do you have regular programs for exchange of professors with other institutions?

Yes _____
 No _____

If yes, describe briefly.

11. Are grants in aid of research provided directly to faculty members from general university funds?

Yes _____
 No _____

11a. If yes, about what percent of your faculty obtained such aid in 1953-54?

Number _____
 Percent _____

11b. How much did your institution expend on the grants in aid listed above in 1953-54? \$ _____

12. Does your institution use other procedures for stimulating the professional development of your faculty which you feel are important in recruiting and retaining outstanding faculty members?

Yes _____
 No _____

If yes, please list and describe briefly.
