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Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

P R O C E E D I N G S

of the

Meetings of the Board of Presidents

State Teachers Colleges

June 1, 1938 to May 31, 1939

BLOOMSBURG

I N D E X

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of the

Board of Presidents, State Teachers Colleges

June 1, 1938 to May 31, 1939

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Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, July 8, 1938

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, May 13, 1938.

- II. Unfinished Business
 - A. Report of the Curricular Revision Committee
 1. Content for New Syllabi
 2. Certification in Special Fields
 3. Electives in Kindergarten-Primary Field
 - B. Report of the Budget Committee
 - C. Report of Dr. Ross re "Marking Systems"
 - D. Reports from Attorney General's Office
 1. Possibility of Providing Liability Protection
 2. Report on Play Production Material
 - E. Report of Fee Committee
 1. Foreign Exchange Students
 - F. Contracts Covering Cooperative Student Teaching
 - G. Standardizing Materials Purchased for State Teachers Colleges
 - H. Status of Tuberculin Test and X-Ray Projects
 - I. Increased Premium for Workmen's Compensation Insurance
 - J. Pennsylvania School Directors' Bulletin

III. New Business

- A. Adjustment of Teachers Salaries in State Teachers Colleges to Conform with Salary Qualification Schedule
- B. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions
- C. Leave of Absence and Vacation, State Teachers Colleges
- D. Proposed Meeting of Deans of Instruction, State Teachers Colleges
- E. Scholarships to the State Teachers Colleges
- F. Uniform College Admission Blanks
- G. American Council Psychological Examination - Machine Scoring
- H. Composite Advertisement Pennsylvania School Journal
- I. Names of Candidates for a Two Year Limited Elementary Certificate
- J. Summer School Enrolments
- K. Free Electives in State Teachers Colleges
- L. College Graduates in the Elementary Schools

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, July 8, 1938

A meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Friday, July 8, 1938. The meeting was called to order at 10:00 o'clock, Eastern Daylight Saving Time.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Pinckney Hill	Cheyney
Paul G. Chandler	Clarion
Tracy T. Allen	East Stroudsburg
Carmon Ross	Edinboro
Samuel Fausold	Indiana
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Lester K. Ade, Chairman
Henry Klonower, Secretary

- I. Approval of the minutes of the meeting of the Board of Presidents held in Harrisburg May 13, 1938.

On motion by Doctor Miller, seconded by Doctor Fausold, it was voted that the minutes of the meeting of the Board of Presidents held May 13, 1938, be approved as submitted.

II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content for New Syllabi
2. Certification in Special Fields
3. Electives in Kindergarten-Primary Field

Doctor Steele, Chairman of the Curricular Revision Committee, submitted the following report:

"REPORT OF THE CURRICULAR REVISION COMMITTEE
July 8, 1938

1. The committee reports progress in the preparation of the format for new syllabi.
2. No report can be made at this time on the matter of certification in special fields. The committee solicits specific information and suggestions regarding cases where present certificate regulations in the special fields fail to guarantee a reasonable degree of competence, before the extension of a college certificate to special fields.
3. In regard to electives in the elementary curriculum the committee presents the following recommendations:
 - a. That Note 2, page 1128, Proceedings of the Meetings of the Board of Presidents, January 15, 1937 be amended to read:

The electives of the last two years shall be selected with reference to the field of service for which the prospective teacher is preparing. The courses marked with an asterisk (*) in each of the fields of specialization in the elementary curriculum are prescribed.

- b. That the following courses be designated as prescribed courses:

- | | |
|-------------------------------------------|-------|
| (1) Group I, Kindergarten, Grades 1, 2, 3 | |
| Pre-School Child | 2 - 2 |
| Kindergarten-Primary Theory | 2 - 2 |

- | | |
|---------------------------------------|-------|
| (2) Group II, Grades 4, 5, 6 | |
| Civic Education | 3 - 3 |
| Teaching of Arithmetic | 3 - 3 |
| (3) Group III, One Room Rural Schools | |
| Rural Sociology | 3 - 3 |
| Rural School Problems | 2 - 2 |

c. That the lists of electives shown on page 1129 for Groups I, II, and III be revised to read as follows:

- | | |
|----------------------------------------------------------|-------|
| (1) Electives for (Group I) Kindergarten, Grades 1, 2, 3 | |
| *Pre-School Child | 2 - 2 |
| *Kindergarten-Primary Theory | 2 - 2 |
| Child Adjustment | 3 - 3 |
| <u>Descriptive Astronomy</u> | 2 - 2 |
| Diagnosis and Remedial | |
| Instruction in Reading | 3 - 3 |
| Handicrafts | 4 - 2 |
| Parent Education | 3 - 3 |
| Special Education | 3 - 3 |
| U.S. History since 1865 | 3 - 3 |
| <u>And such other approved courses as are</u> | |
| <u>considered appropriate for the student concerned.</u> | |
| (2) Electives for (Group II) Grades 4, 5, 6 | |
| *Civic Education | 3 - 3 |
| *Teaching of Arithmetic | 3 - 3 |
| <u>Descriptive Astronomy</u> | 2 - 2 |
| Geography of the Western | |
| Hemisphere | 3 - 3 |
| Geography of the Eastern | |
| Hemisphere | 3 - 3 |
| Industrial Arts | 4 - 2 |
| U.S. History since 1865 | 3 - 3 |
| <u>And such other approved courses as are considered</u> | |
| <u>appropriate for the student concerned.</u> | |
| (3) Electives for (Group III) One Room Rural Schools | |
| *Rural Sociology | 3 - 3 |
| *Rural School Problems | 3 - 3 |
| Agriculture and Nature | 3 - 2 |
| <u>And any other electives approved for</u> | |
| <u>Groups I and II.</u> | |

4. In order to clarify course titles and to avoid misunderstandings, the committee presents the following recommendations:

- a. That the title "Fundamentals of Speech" be used for the basic required course in all curriculums.
- b. That the title "Problems of Secondary Education" be used instead of "Problems of the Junior-Senior High School."

e. That the following procedure be used in administering the science requirements of the curriculums:

- (1) All students in the elementary curriculum should take the survey and orientation courses (twelve semester hours credit).
- (2) Students in the secondary curriculum should be divided into two groups on the basis of ability and interest in science. This division should be made by the use of high school records and placement tests.
- (3) Those students who show slight ability or interest in science should be assigned to the survey or orientation courses. Students showing interest and ability in science should be assigned to College Botany and Zoology in the Freshman year and to College Physics and Chemistry in the Sophomore year.

5. In order to correct a discrepancy of one semester hour in the secondary curriculum - there being 127 semester hours in the outline of courses instead of 128 required for a degree - the following adjustments are recommended:

- a. That Adolescent Psychology 2 - 2 be made elective and that three hours be added to the electives in place of this course.
- b. That Guidance 2 - 2 be moved from the seventh semester to the sixth.

The outline of courses by semesters as shown on page 1130 of the Proceedings of the Meetings of the Board of Presidents will be revised to read:

Sixth Semester

Problems of Secondary Education	2 - 2
Guidance	2 - 2
Electives	<u>13 -13</u>
Total	17 -17

Seventh Semester

Evolution of the American Public School	2 - 2
Visual Education	2 - 1
Philosophy of Education	2 - 2
Electives	<u>11 -11</u>
Total	17 16

6. Because of the increasing demand that secondary teachers be prepared to organize and direct extra class activities, it is recommended that a course in Organization and Administration of Extra Class Activities 3 - 3 be approved as a free elective and that participation in extra class activities be emphasized as a part of the student teaching assignment.
7. Since some consideration is being given to the development of nursery schools, it is recommended that this Board make a study of suitable preparation of teachers for nursery schools and suggest to the Superintendent of Public Instruction certification requirements for the field.

Respectfully submitted

T. T. Allen
Q. A. W. Rohrbach
Henry Klonower
Robert M. Steele, Chairman"

Questions were raised with reference to the advisability of including paragraph 4-c of the report of the Curricular Revision Committee and on motion by Doctor Steele, seconded by Doctor Rowland, it was voted to refer paragraph 4-c of the report back to the Curricular Revision Committee for the purpose of clarification.

On motion by Doctor Steele, seconded by Doctor Hill, it was voted to omit the word "secondary" from the first line of item 6.

On motion by Doctor Steele, seconded by Doctor Miller, it was voted that the report of the Curricular Revision Committee be accepted.

B. Report of the Budget Committee

Doctor Miller, Chairman of the Budget Committee, submitted the following report:

"REPORT OF THE BUDGET COMMITTEE

Policy regarding salaries of new employes on
the instructional staff

Because of the "freezing" of the salary schedule several years ago, many members of the instructional staffs of the State Teachers Colleges are receiving salaries considerably below that to which their education, experience, and service to the institutions entitle them.

The Budget Committee, therefore, recommends:

That new employes be placed on the salary schedule at points comparable to the salaries received by present members of the instructional staff with similar education and experience.

Respectfully submitted

Carmon Ross
T. T. Allen
Q. A. W. Rohrbach
Francis B. Haas
Charles S. Miller, Chairman"

On motion by Doctor Miller, seconded by Doctor Haas, it was voted that the report of the Budget Committee be accepted.

Doctor Miller further reported that the Budget Committee had been authorized to make a study of the approximate cost for maintenance of the new buildings now being constructed by The General State Authority, and a study of the inequalities of salaries in the State Teachers Colleges. He stated that the Budget Committee is preparing a questionnaire with reference to these two studies and that copies of the questionnaire would be sent to the members of the Board and a report submitted at the next meeting of the Board.

C. Report of Dr. Ross re "Marking Systems"

Doctor Ross reported progress. He stated that he had received only one reply from the members of the Board with reference to the questionnaire that he distributed to them at the last meeting of the Board and asked that the members return the questionnaire to him with suggestions or modifications.

D. Reports from Attorney General's Office

1. Possibility of Providing Liability Protection
2. Report on Play Production Material

Inasmuch as no report had as yet been received from the Attorney General's office, it was agreed to continue the items on the Docket.

E. Report of Fee Committee

1. Foreign Exchange Students

Doctor Haas, Chairman of the Fee Committee, reported that on the day following the last Board meeting he sent a letter and questionnaire to the various members as agreed by the Board. He stated that he received five replies to his letter; of the five replies, one stated that the matter was not of sufficient importance to justify consideration by the Board; of the four remaining, three stated that it was not now legally possible; the remaining one member stated that he felt it was legally possible providing the exchange student paid his fees in his own institution before going to the foreign country.

On motion by Doctor Haas, seconded by Doctor Tanger, it was voted that the matter be dropped from the Docket.

F. Contracts Covering Cooperative Student Teaching

Doctor Noonan, Chairman of the Committee, reported progress and stated that a definite report would be submitted at the next meeting of the Board.

G. Standardizing Materials Purchased for State Teachers Colleges

Doctor Noonan, Chairman of the Committee, reported progress.

On motion by Doctor Haas, seconded by Doctor Hill, it was voted that the committee on the Standardizing Materials Purchased for State Teachers Colleges, be authorized to recommend to the Department of Property and Supplies such materials as may serve the needs of the special curriculums offered by the various institutions, and that the item be removed from the Docket.

H. Status of Tuberculin Test and X-Ray Projects

It was reported that a committee had been appointed to work out further details with the Department of Health with reference to the tuberculin testing of the students in the State Teachers Colleges and that a report would be submitted at the next meeting of the Board.

I. Increased Premium for Workmen's Compensation Insurance

On motion by Doctor Rowland, seconded by Doctor Chandler, it was voted that this item be removed from the Docket.

J. Pennsylvania School Directors' Bulletin

Doctor Klonower distributed to the members of the Board copies of the Pennsylvania School Directors' Bulletin containing the composite advertisement of the Pennsylvania State Teachers Colleges.

It was agreed that the following contract be entered officially in the minutes of the meeting:

"Dr. Henry Klonower

Sec. to the Board of Pa. State Teachers Colleges
Dept. of Public Instruction, Commonwealth of Pa.
Harrisburg, Pennsylvania

June 17, 1938

Dear Dr. Klonower:

This is to certify that the Pennsylvania State School Directors have accepted and entered into contract with the Board of State Teachers Colleges, Dr. Henry Klonower, Sec., to insert in the official publication of that organization called the Pennsylvania State School Directors Association Bulletin published four times each year a full page advertisement as follows:

June 1938 issue - inside back cover
Sept. 1938 issue - outside back cover
Dec. 1938 issue - outside back cover
Mar. 1939 issue - outside back cover

The cost of the same and discounts are to be as follows:

June 1938 issue -

Net cost inside back cover		\$80.00
Discounts -		
For insertion in 4 issues 15%	\$12.00	
Because advertisement is not handled by agency 15%	12.00	
For cash in 30 days from date of billing 2%	1.60	25.60
Net cost		<u>\$54.40</u>

Sept. 1938, Dec. 1938 and March 1939 issues -

Net costs outside back cover		\$90.00
Discounts -		
For insertion in 4 issues 15%	\$13.50	
Because advertisement is not handled by agency 15%	13.50	
For cash in 30 days from date of billing 2%	1.80	28.80
Net cost		<u>\$61.20</u>

Respectfully submitted

(Signed) Preston O. Van Ness"

CHAPTER I

1776

1776

III. New Business

A. Adjustment of Teachers Salaries in State Teachers Colleges to Conform with Salary Qualification Schedule

Doctor Klonower reported that he had made a study of the money needed to raise the salaries of the members of the instructional staff of the State Teachers Colleges to the point on the Salary Qualification Schedule to which their experience and education would normally entitle them. The total amount of money needed to restore the salaries of such teachers is \$134,275.34.

Mr. Swope reported that his Board of Trustees has set aside \$6,000 to take care of the salaries of certain teachers on his staff who are receiving salaries well below the point on the Salary Qualification Schedule to which their experience and education would entitle them. He stated that he was in danger of losing certain members of his staff unless some adjustment in their salaries was approved. Mr. Swope stated that he felt such adjustments should be made.

It was pointed out that such conditions exist in all the institutions with no money available in the budgets of the institutions to take care of such adjustments.

Doctor Ade stated that he was in entire sympathy with the situation and that he would be willing to see that such adjustments be made providing a uniform policy could be adopted that would apply to all the institutions.

It was pointed out that the present policy of the Board is not to approve increments in salary for members of the instructional staff except where there is a change of position involving additional responsibilities in terms of the salary schedule.

Doctor Haas stated that he felt the only possible solution to the problem would be to secure more money from the General Assembly to take care of these adjustments during the next biennium.

It was agreed that the Budget Committee study this problem and make recommendations at the next meeting of the Board, and that the approved policy now in effect be followed.

B. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions

On motion by Doctor Rowland, seconded by Doctor Fausold, it was voted that this matter be referred to the Committee on Admissions for consideration and report at the next meeting of the Board.

C. Leave of Absence and Vacation, State Teachers Colleges

Doctor Klonower distributed copies of the mimeographed regulations with reference to vacation and sick leave in institutions that are connected with the Department of Public Instruction. He called the attention of the members of the Board to these regulations which have been effective since 1929.

D. Proposed Meeting of the Deans of Instruction
State Teachers Colleges

Because of the various problems that have arisen with reference to teacher education and certification in the office of the Dean of Instruction of a number of the institutions, it was agreed that the meeting of the Deans of Instruction should be held before the opening of the next college year.

On motion by Doctor Rohrbach, seconded by Doctor Steele, it was voted that Doctor Klonower be authorized to call a meeting of the Deans of Instruction, Monday, July 25, 1938, at Harrisburg.

E. Scholarships to the State Teachers Colleges

Discussion postponed until the next meeting of the Board.

F. Uniform College Admission Blanks

Dr. Paul E. Cressman, Director, Bureau of Instruction, appeared before the Board. Doctor Cressman stated that the Registrars of the Colleges and Universities had developed an admission blank that might be used by all institutions of higher learning. He stated that a committee of the Registrars met and drew up the form which was sent out to all the institutions of higher learning. Doctor Cressman asked the members of the Board for their suggestions with reference to this form.

On motion by Doctor Haas, seconded by Doctor Chandler, it was voted that the Entrance Credentials Committee consider the suggested application for admission to institutions of higher learning as developed by the Committee of Registrars with the thought of making recommendations to the Board concerning the matter of its adoption.

G. American Council Psychological Examination -
Machine Scoring

Doctor Klonower read the following letter which he received from Mr. Swope with reference to scoring the American Council Psychological Examination by the test scoring machine:

June 28, 1938

"Dr. Henry Klonower, Director
Teacher Education and Certification
Department of Public Instruction
Harrisburg, Pa.

Dear Dr. Klonower:

Following the suggestion in your letter of June 13, I have found from Dr. Wood that the Educational Records Bureau will score the American Council Psychological Examination by the machine scoring technique for five cents a test.

I have also inquired from the Colorado State College of Education, Greeley, Colorado, and they quote the following for the two tests which we are planning to use:

	Number of tests			
	1-200	201-300	301-400	Over 400
English Test	2¢	1.9¢	1.8¢	1.7¢
American Council Psychological Ex.	2¢	1.9¢	1.8¢	1.7¢

Sincerely yours

(S) Charles S. Swope
President"

H. Composite Advertisement Pennsylvania School Journal

On motion by Doctor Rowland, seconded by Doctor Haas, it was voted that a contract be entered into with the Pennsylvania State Education Association for the insertion of a composite advertisement on the back cover of the Pennsylvania School Journal for the school year 1938-39 on exactly the same basis as the contract was entered into by the Board last year.

I. Names of Candidates for a Two Year Limited Elementary Certificate

It was pointed out that on the commencement programs of many institutions are listed the names of candidates who receive the two year limited elementary certificate. It was suggested that such names be omitted from the graduation programs.

J. Summer School Enrolments

It was pointed out that there is a 12 $\frac{1}{2}$ % increase in the summer session enrolments as compared with last year.

Copies of the following chart were distributed to the members of the Board, indicating the 1937-38 Enrolments in Regular Summer Session:

1937-1938 ENROLMENTS IN REGULAR SUMMER SESSIONS

STATE TEACHERS COLLEGES

COLLEGE	1937	1938	Increase or Decrease
TOTAL	4320	4864	+ 544
Bloomsburg	447	470	+ 23
California	474	530	+ 56
Clarion	216	210	- 6
East Stroudsburg	210	258	+ 48
Edinboro	196	209	+ 13
Indiana	595	636	+ 41
Kutztown	278	345	+ 67
Lock Haven	186	223	+ 37
Mansfield	170	237	+ 67
Millersville	288	380	+ 92
Shippensburg	275	318	+ 43
Slippery Rock	417	416	- 1
West Chester	568	632	+ 64

K. Free Electives in State Teachers Colleges

Copies of all the free electives offered in the State Teachers Colleges were distributed to the members of the Board.

L. College Graduates in the Elementary Schools

Photostatic copies of charts dealing with the college graduates in the elementary schools were distributed to the members of the Board:

Table I

Distribution of the Certification of Teachers
in the Elementary Schools of Pennsylvania -
1937-38

Table III

Per Cent Distribution of the Certification of
Teachers in the Elementary Schools of Pennsylvania -
1937-38

Table VI

College Certification of Teachers in Pennsylvania
in Service Areas of the State Teachers Colleges
(Elementary Teachers)

The attention of the members of the Board was called to the number of college graduates located in each county in each of the service areas. The Presidents were urged to have their Deans of Instruction go over these charts and if errors are found, or if they have any helpful interpretations, that they be asked to forward them to the Department so that they may be incorporated in the whole picture when the material is presented in bulletin form.

M. Miscellaneous

1. Service Areas

Doctor Flowers raised the question with reference to the propriety of State Teachers Colleges going into the service areas of other State Teachers Colleges and advertising their professional meetings, et cetera.

It was pointed out that a service area is an area in which the College is located. It is an area in which it will render educational service to the community. It is an area in which it will solicit students. It is an area in which not any other institution will go to solicit students. This, however, does not prevent students from one service area attending an institution in another service area.

2. Selection and Elimination of
Students in State Teachers
Colleges in the United States

Attention of the members of the Board was called to this publication, "Selection and Elimination of Students in State Teachers Colleges in the United States" by George Edward Benjamin.

3. Superintendent's Annual Report

Copies of the Superintendent's Annual Report for the School Year ending July 4, 1938, were distributed to the members of the Board.

4. Charts

"Report of Students Meeting Teacher Certification Standards, May 1938, State Teachers Colleges"

A copy of this chart follows page 1278 as Exhibit "A".

"Report of Students Meeting Teacher Certification Standards, Summer 1937, January 1938, May 1938, State Teachers Colleges"

A copy of this chart follows page 1278 as Exhibit "B".

5. The Pennsylvania Farmer

Doctor Klonower read the following letter which he had received from Mr. M. S. Huntzinger, Educational Bureau, Pennsylvania Farmer, with reference to the insertion of a composite advertisement in the Educational Issue of the State Teachers Colleges:

"Dr. Henry Klonower, Director
Teacher Education and Certification
Department of Public Instruction
Harrisburg, Pennsylvania

July 5, 1938

Dear Dr. Klonower:

With this I am sending you several copies of our paper and a supply of pamphlets describing our Educational Issue.

I have also enclosed some other material which I believe will be of some help to you when you present the matter of advertising to the Board of Presidents of the State Teachers Colleges.

A composite advertisement of the State Teachers Colleges in this special Educational Issue would reach over 154,000 farms in Pennsylvania and adjoining states. Such an advertisement would bring all these colleges in contact with a group of people who, although interested in small colleges, are not reached by the usual forms of publicity.

On the attached pages is indicated the size and cost of various advertisements which would be suitable for a composite advertisement of the teachers colleges. Also indicated is the cost to each individual school, based on 14 State Teachers Colleges participating in the expense of such advertising.

We feel sure that such an advertisement would produce worthwhile results for the State Teachers Colleges and enable them to get into contact with the many thousands of young men and young women on Pennsylvania farms who are interested in a college education.

If there is any further information you wish, please let us know and it will be supplied promptly.

We hope to hear from you favorably on this matter and assure you of our appreciation for your interest and help.

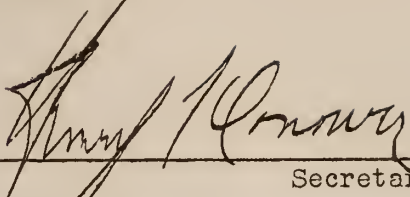
Very truly yours,

PENNSYLVANIA FARMER


(S) M. S. Huntzinger
Educational Bureau"

On motion by Doctor Rowland, seconded by Doctor Haas, it was voted that the Secretary be authorized to state that it is the policy of the Board of Presidents that the composite advertisement be inserted only in the Journals of organizations related to and concerned with the public school system.

The meeting adjourned at 2:30 P.M.


Secretary

Approved: July 21, 1938


Lester K. Ade
Superintendent of Public Instruction

REPORT OF STUDENTS MEETING
 TEACHER CERTIFICATION STANDARDS
 MAY 1938
 STATE TEACHERS COLLEGES

Exhibit "A"

COLLEGE	Elementary Field						Secondary Field	Elementary and Secondary Special Fields							Total Degree Graduates			
	TOTAL	TOTAL	St. Std. Nor. Cert.	Degree Specialization				TOTAL	TOTAL	Art	Business Ed.	Health Ed.	Home Economics	Industrial Arts	Music	No. Grads. with no previous ch. experience	No. tchrs.-in-serv. who ret'd. For graduation	
				Kindergarten-primary	Intermediate	Rural												Cooperative
TOTAL	840	1	292	136	130	13	13	487	294	29	72	76	32	29	56	1073	997	76
Bloomsburg	71	-	13	6	4	3	-	52	39	-	39	-	-	-	-	104	93	11
California	122	-	24	10	14	-	-	35	12	-	-	-	-	12	-	71	61	10
Cheyney	1	-	26	5	21	-	-	-	10	-	-	7	3	-	-	36	35	1
Clarion	28	-	2	2	-	-	-	12	-	-	-	-	-	-	-	14	12	2
E. Stroudsburg	40	-	11	7	4	-	-	61	27	-	-	27	-	-	-	99	99	0
Edinboro	48	1	8	6	2	-	-	15	7	7	-	-	-	-	-	30	23	7
Indiana	122	-	25	20	5	-	-	41	71	12	33	-	15	-	11	137	132	5
Kutztown	52	-	16	8	7	1	-	38	10	10	-	-	-	-	-	64	51	13
Lock Haven	42	-	12	10*	2	-	-	25	4	-	-	4	-	-	-	41	40	1
Mansfield	67	-	16	8	8	-	-	48	27	-	-	-	10	-	17	91	86	5
Millersville	47	-	37	13	22	2	-	42	14	-	-	-	-	14	-	93	83	10
Shippensburg	61	-	31	5	12	1	13	28	-	-	-	-	-	-	-	59	54	5
Slippery Rock	90	-	17	9	8	-	-	27	21	-	-	21	-	-	-	65	60	5
West Chester	49	-	54	27	21	6	-	63	52	-	-	24	-	-	28	169	168	1

(* Includes 2 Special Kindergarten)
 July 5, 1938

REPORT OF STUDENTS MEETING
 TEACHER CERTIFICATION STANDARDS
 SUMMER 1937, JANUARY 1938, MAY 1938
 STATE TEACHERS COLLEGES

Exhibit "B"

COLLEGE	Elementary Field						Second- ary Field	Secondary and Special Fields							Total Degree Graduates													
	State Standard Limited		Normal Certificate		Degree (Specialization)			TOTAL	Art	Business Ed.	Health Ed.	Home Economics	Industrial Arts	Music	Summer	January	May	No. Grads with no previous teaching experience	No. thrs-in-serv. who returned for graduation									
	Summer	January	May	TOTAL	Kindergarten-primary	Intermediate														Rural	Cooperative							
TOTAL	1091	209	42	840	9	6	2	1	472	220	222	17	13	641	353	42	86	93	34	35	63	1466	279	114	1073	1151	315	
Bloomsburg	91	16	4	71	-	-	-	-	26	11	12	3	-	67	48	-	48	-	-	-	-	-	141	24	13	104	105	36
California	153	25	6	122	3	2	1	-	35	14	21	-	-	47	17	-	-	-	-	17	-	99	18	10	71	72	27	
Cheyney	1	-	-	1	-	-	-	-	29	5	24	-	-	-	11	-	-	-	8	3	-	40	-	4	36	37	3	
Clarion	45	16	1	28	4	4	-	-	13	7	6	-	-	22	-	-	-	-	-	-	-	35	20	1	14	18	17	
E. Stroudsburg	64	19	5	40	-	-	-	-	16	11	5	-	-	71	34	-	34	-	-	-	-	121	13	9	99	115	6	
Edinboro	57	8	1	48	1	-	1	15	15	9	6	-	-	24	9	9	-	-	-	-	-	48	11	8	29	27	21	
Indiana	151	19	10	122	1	-	1	43	28	15	-	-	-	72	81	15	38	-	15	-	13	196	45	14	137	153	43	
Kutztown	71	19	-	52	-	-	-	32	16	15	1	-	-	42	18	18	-	-	-	-	-	92	19	9	64	56	36	
Lock Haven	60	18	-	42	-	-	-	23	17*	6	-	-	-	31	4	-	4	-	-	-	-	58	14	3	41	50	8	
Mansfield	80	8	5	67	-	-	-	30	13	17	-	-	-	59	29	-	-	-	11	-	18	118	14	13	91	98	20	
Millersville	54	5	2	47	-	-	-	51	16	29	4	-	-	57	15	-	-	-	-	15	-	123	26	3	94	86	37	
Shippensburg	74	12	1	61	-	-	-	44	11	18	2	13	-	33	-	-	-	-	-	-	-	77	15	3	59	61	16	
Slippery Rock	126	29	7	90	-	-	-	31	16	15	-	-	-	37	25	-	-	25	-	-	-	93	22	6	65	70	23	
West Chester	64	15	-	49	-	-	-	84	44	33	7	-	-	79	62	-	-	30	-	-	32	225	38	18	169	203	22	

(*Includes 2 Special Kindergarten)

Year	Month	Day	Hour	Minutes	Seconds	Temperature	Humidity	Wind	Pressure	Clouds	Observations
1920	Jan	1	12	00	00	32	75	SW 10	30.1	B, 100	Clear
1920	Jan	2	12	00	00	30	72	SW 12	30.0	B, 100	Clear
1920	Jan	3	12	00	00	28	70	SW 15	29.9	B, 100	Clear
1920	Jan	4	12	00	00	26	68	SW 18	29.8	B, 100	Clear
1920	Jan	5	12	00	00	24	65	SW 20	29.7	B, 100	Clear
1920	Jan	6	12	00	00	22	62	SW 22	29.6	B, 100	Clear
1920	Jan	7	12	00	00	20	60	SW 25	29.5	B, 100	Clear
1920	Jan	8	12	00	00	18	58	SW 28	29.4	B, 100	Clear
1920	Jan	9	12	00	00	16	55	SW 30	29.3	B, 100	Clear
1920	Jan	10	12	00	00	14	52	SW 32	29.2	B, 100	Clear
1920	Jan	11	12	00	00	12	50	SW 35	29.1	B, 100	Clear
1920	Jan	12	12	00	00	10	48	SW 38	29.0	B, 100	Clear
1920	Jan	13	12	00	00	8	45	SW 40	28.9	B, 100	Clear
1920	Jan	14	12	00	00	6	42	SW 42	28.8	B, 100	Clear
1920	Jan	15	12	00	00	4	40	SW 45	28.7	B, 100	Clear
1920	Jan	16	12	00	00	2	38	SW 48	28.6	B, 100	Clear
1920	Jan	17	12	00	00	0	35	SW 50	28.5	B, 100	Clear
1920	Jan	18	12	00	00	-2	32	SW 52	28.4	B, 100	Clear
1920	Jan	19	12	00	00	-4	30	SW 55	28.3	B, 100	Clear
1920	Jan	20	12	00	00	-6	28	SW 58	28.2	B, 100	Clear
1920	Jan	21	12	00	00	-8	25	SW 60	28.1	B, 100	Clear
1920	Jan	22	12	00	00	-10	22	SW 62	28.0	B, 100	Clear
1920	Jan	23	12	00	00	-12	20	SW 65	27.9	B, 100	Clear
1920	Jan	24	12	00	00	-14	18	SW 68	27.8	B, 100	Clear
1920	Jan	25	12	00	00	-16	15	SW 70	27.7	B, 100	Clear
1920	Jan	26	12	00	00	-18	12	SW 72	27.6	B, 100	Clear
1920	Jan	27	12	00	00	-20	10	SW 75	27.5	B, 100	Clear
1920	Jan	28	12	00	00	-22	8	SW 78	27.4	B, 100	Clear
1920	Jan	29	12	00	00	-24	5	SW 80	27.3	B, 100	Clear
1920	Jan	30	12	00	00	-26	2	SW 82	27.2	B, 100	Clear
1920	Jan	31	12	00	00	-28	0	SW 85	27.1	B, 100	Clear

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, September 16, 1938

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, July 8, 1938.

- II. Unfinished Business
 - A. Report of the Curricular Revision Committee
 1. Content for New Syllabi
 2. Certification in Special Fields
 3. Science Requirements
 - B. Report of the Budget Committee
 1. Maintenance of New Buildings
 2. Salary Inequalities
 - C. Report of Dr. Ross re "Marking Systems"
 - D. Reports from Attorney General's Office
 1. Possibility of Providing Liability Protection
 2. Report on Play Production Material
 - E. Contracts Covering Cooperative Student Teaching
 - F. Status of Tuberculin Test and X-Ray Projects
 - G. Pennsylvania School Directors' Bulletin
 - H. Report of Entrance Credentials Committee
 1. Uniform College Admission Blanks
 2. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes the need for transparency and accountability in financial reporting.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It includes a detailed description of the experimental procedures and the instruments used for data collection.

3. The third part of the document presents the results of the study, including a comparison of the different methods and techniques used. It discusses the advantages and disadvantages of each method and provides a summary of the findings.

4. The fourth part of the document discusses the implications of the study and provides recommendations for future research. It highlights the need for further investigation into the effectiveness of the different methods and techniques used.

5. The fifth part of the document provides a conclusion and a summary of the key findings. It reiterates the importance of maintaining accurate records and the need for transparency and accountability in financial reporting.

I. Meeting of Deans of Instruction, State Teachers Colleges

J. Scholarships to State Teachers Colleges

III. New Business

A. Report of Progress on Building Construction

B. Professional Service to Teachers Seeking Employment - Fees

C. Cooperative Plan for Aerial Views of the State Teachers Colleges

D. Cooperative Purchasing of Standard Texts in Laboratory Schools

E. National Youth Administration - Judge Sutton

F. American Council on Education - Membership

G. Equipment and Furniture for New Buildings

H. Association of School Film Libraries, Inc.

I. School and Society

J. Report of Students Meeting Teacher Certification Standards -
1938 Regular Summer Session - State Teachers Colleges

K. Enrolments in 1938 Summer Sessions (Post)
State Teachers Colleges

L. Summary of Enrolments in Pennsylvania State Teachers Colleges
June 1, 1937 to May 31, 1938

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JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Tuesday, September 13, 1938

By unanimous consent of the Presidents of the State Teachers Colleges and approval of the Superintendent of Public Instruction, a special meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Tuesday, September 13, 1938, instead of the regularly scheduled meeting for Friday, September 16, 1938.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Finckney Hill	Cheyney
Paul G. Chandler	Clarion
Tracy T. Allen	East Stroudsburg
Carmon Ross	Edinboro
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Henry Klonower, Secretary

Doctor Fausold of Indiana was represented at the meeting by Mr. Guy C. Lauver, Bursar.

I. Approval of the minutes of the meeting
of the Board of Presidents held in
Harrisburg, July 8, 1938

On motion ~~by~~ Doctor Tanger, seconded by Doctor Flowers, it was voted that the minutes of the meeting of the Board of Presidents held July 8, 1938, be approved as submitted.

THE UNIVERSITY OF CHICAGO

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II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content of New Syllabi

Discussion postponed.

2. Certification in Special Fields

Discussion postponed.

3. Science Requirements

It was pointed out that discrepancies in the approved curriculum with reference to its conformity to the certification regulations have been discovered in the field of social studies. In the approved curriculum, a major in social studies is required to complete but five semester hours in the field of history whereas the certification regulations by the State Council of Education require not fewer than nine semester hours in history and nine semester hours in social science to make up a major of eighteen semester hours in social studies.

On motion by Doctor Rowland, seconded by Doctor Tanger, it was voted that the matter of the social studies requirement be referred to the Curricular Revision Committee for adjustment.

B. Report of the Budget Committee

1. Maintenance of New Buildings

2. Salary Inequalities

Doctor Miller, Chairman of the Budget Committee, reported that the Budget Committee had met Friday, September 9, 1938, and drafted a preliminary report. After considering the matter it was decided that the tentative report should be drawn up and submitted to the members of the Budget Committee for such notations which they cared to make and a final report would then be prepared for the meeting of the Board. He stated that the following report is merely a discussion of what took place at the meeting of the Budget Committee.

Doctor Miller read Section I of the report as follows:

"REPORT OF THE BUDGET COMMITTEE"

September 16, 1938

1. Adjustment of salaries to minimum ^{of} schedule according to education and experience.

Questionnaires were submitted to all presidents requesting the following data:

Faculty member, advanced degrees earned, date degrees received, experience, (a) within the institution, (b) outside the institution, present salary, salary adjustment required to reach minimum of classification.

The amounts required for each year for each institution are as follows:

Bloomsburg	\$ 2,965.71
California	7,492.00
Cheyney	1,896.00
Clarion	8,791.00
East Stroudsburg	6,062.87
Edinboro	4,269.37
Indiana	6,223.33
Kutztown	6,874.29
Lock Haven	6,123.34
Mansfield	14,160.00
Millersville	8,213.00
Shippensburg	9,288.00
Slippery Rock	14,014.00
West Chester	13,085.92

The total for all institutions is \$109,458.83 for each year of the biennium.

1. The question has been raised whether in such adjustment, the additional salary allowed under the schedule for deans of women, director of training schools, dean of instruction, and heads of special curriculums should not also be included in any such adjustment.
2. Since the trend in our college is definitely toward a greater number of men, so that in some schools the number of men students and women students is nearly the same, the committee recommends that consideration be given to the addition of the Dean of Men to the list of those entitled to additional compensation.

3. Some institutions carry assistant librarians under the non-instructional payroll. Those institutions following this plan have made no allowance for salary adjustment for these persons.

On motion by Doctor Rowland, seconded by Doctor Noonan, it was voted that Section I of the report of the Budget Committee be adopted as the sense of the Board.

Doctor Rowland pointed out that if the General Assembly saw fit to appropriate the amount of money needed to bring the members of the instructional staff up to the minimum point on the salary qualification schedule to which their experience and education qualified them, a limitation should be placed on the number of full-professorships to be employed in the institutions to avoid having all members of the instructional staff in the upper bracket of the salary schedule.

Doctor Miller read Section II of the report of the Budget Committee which was as follows:

"REPORT OF THE BUDGET COMMITTEE"

September 16, 1938

At the request of the Superintendent of Public Instruction, the Budget Committee has secured information from all the colleges in regard to the increased costs of operation and maintenance of new buildings now under construction on the General State Authority program. The summary of the reports submitted by the presidents is attached.

The Budget Committee has no authority to set up regulations regarding the method of computing these costs. It calls attention to the following facts:

1. The reports cover the cost per year.
2. The reports cover maintenance costs only, which include (a) Personnel (janitors, etc.) (b) heat, light, power and water, and (c) supplies. No account is taken of additional faculty personnel.
3. There is wide discrepancy in the estimates for heat, water, current, and custodial service.

The committee suggests that increase of load in most cases does not create a proportional increase in cost, since operating costs assume that the basic personnel for heating will not change, but only increase fuel consumption.

4. In most schools, the additional buildings will entail additional ground service cost, since parts of the campus not formerly used as campus, now become an integral part of it.
5. In all cases, consideration must be given to the necessity for observing Department of Health regulations for swimming pools, etc.
6. Uniform standards for payment of custodial or other services in these new buildings is desirable.

Since the present General State Authority plan for furnishing equipment for new buildings has eliminated all equipment other than fixed equipment, the Budget Committee recommends to the Superintendent of Public Instruction that a sufficient sum be requested, aside from the general maintenance appropriation, for furnishing and equipping the new buildings, so that they may be utilized to the best advantage.

Doctor Miller pointed out that the summary of the reports received from the presidents with reference to the increased costs of operation and maintenance of new buildings now under construction on the General State Authority program, which was indicated as attached to the report, would be mailed to each of the presidents.

On motion by Doctor Rowland, seconded by Doctor Tanger, it was voted that Section II of the report of the Budget Committee be approved.

Doctor Haas pointed out that the presidents have been requested to have their preliminary budgets submitted by September 23, 1938, and he stated that there were certain points that he felt should be made clear with reference to the budgets to be submitted for the next biennium, in connection with the salary adjustments and the situations growing out of the General State Authority projects.

On motion by Doctor Haas, seconded by Doctor Rowland, it was voted to adopt the following recommendations:

1. The Board of Presidents recommends that the Superintendent request separate budget items for the amount of money needed to make the salary adjustments in order to raise instructional personnel to the class minimum to which they are entitled by their qualifications. (See attached report of budget committee on amounts needed).

2. The Board of Presidents recommends that the Superintendent request as a separate budget item the amount necessary to provide equipment for the General State Authority Building projects other than that which will be provided by the General State Authority. (See replies to letter from Doctor Ade under date of March 16, 1938.)
3. The Board of Presidents understands that (a) personnel, (b) maintenance services required by the General State Authority projects will be included in this regular request budget.

C. Report of Dr. Ross re "Marking Systems"

Discussion postponed.

D. Reports from Attorney General's Office

1. Possibility of Providing Liability Protection

Discussion postponed.

2. Report on Play Production Material

Discussion postponed.

E. Contracts Covering Cooperative Student Teaching

Discussion postponed.

F. Status of Tuberculin Test and X-Ray Projects

Discussion postponed.

G. Pennsylvania School Directors' Bulletin

On motion by Doctor Steele, seconded by Doctor Flowers, it was voted that the Board authorize its Secretary to enter into a modified contract with the Pennsylvania School Directors Association for the insertion of the composite advertisement of the State Teachers Colleges, along the lines suggested in Mr. Van Ness' letter of August 9, 1938.

H. Report of Entrance Credentials Committee

1. Uniform College Admission Blanks

Discussion postponed.

2. Maximum Number of Semester Hours Permitted
in the Regular and Post-Summer Sessions

Discussion postponed.

I. Meeting of Deans of Instruction,
State Teachers Colleges

A copy of the minutes of the Meeting of the Deans of Instruction, State Teachers Colleges, which was held July 25, 1938, follows page 1287 as Exhibit "A".

J. Scholarships to State Teachers Colleges

Discussion postponed.

III. New Business

A. Report of Progress on Building Construction

Discussion postponed.

B. Professional Service to Teachers Seeking
Employment - Fees

Discussion postponed.

C. Cooperative Plan for Aerial Views of the
State Teachers Colleges

Discussion postponed.

D. Cooperative Purchasing of Standard Texts in
Laboratory Schools

Discussion postponed.

E. National Youth Administration - Judge Sutton

Discussion postponed.

F. American Council on Education -
Membership

On motion by Doctor Rowland, seconded by Doctor Allen, it was voted that the Secretary be authorized to renew associate membership in the American Council on Education.

G. Equipment and Furniture for New Buildings

Discussion postponed.

H. Association of School Film Libraries, Inc.

Discussion postponed.

I. School and Society

The attention of the members of the Board of Presidents was called to an article appearing in SCHOOL AND SOCIETY, August 13, 1938, issue, entitled "The Teacher Training Program in Pennsylvania," and anonymously signed "Correspondent."

The ethics of the situation were discussed, and it was the general opinion of the members of the Board that since the article must have been written by someone with deep-rooted bias, cognizance should not be paid to the article. It was felt, however, that Doctor Klonower should prepare an article on the Teacher Education Program in Pennsylvania for SCHOOL AND SOCIETY without any reference being made to the anonymously printed article.

J. Report of Students Meeting Teacher Certification
Standards - 1938 Regular Summer Session -
State Teachers Colleges

A copy of this chart follows page 1287 as Exhibit "B".

K. Enrolments in 1938 Summer Sessions (Post)
State Teachers Colleges

A copy of this chart follows page 1287 as Exhibit "C".

L. Summary of Enrolments in Pennsylvania State
Teachers Colleges - June 1, 1937 to May 31, 1938

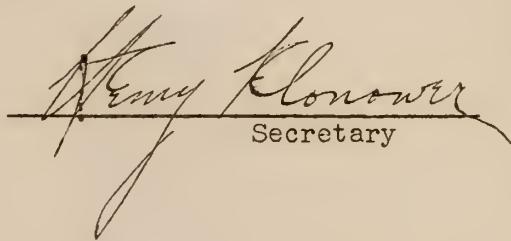
A copy of this chart follows page 1287 as Exhibit "D".

Miscellaneous

October Meeting of the Board of Presidents

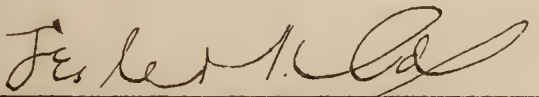
On motion by Doctor Allen, seconded by Doctor Miller, it was voted that the next meeting of the Board of Presidents be held Monday, October 3, 1938, at 2:00 P.M., subject to the approval of the Superintendent of Public Instruction.

The meeting adjourned at 2:20 P.M.


Secretary

Approved: _____

9/2/38


Lester K. Ade
Superintendent of Public Instruction

Commonwealth of Pennsylvania
 DEPARTMENT OF PUBLIC INSTRUCTION
 TEACHER EDUCATION AND CERTIFICATION
 Harrisburg

MEETING - DEANS OF INSTRUCTION OF THE STATE TEACHERS COLLEGES

Monday - July 25, 1938

Room 317 - 10:00 A.M., D.S.T.

MINUTES

The meeting of the Deans of Instruction of the State Teachers Colleges was called to order at 10:00 A.M., D.S.T. Those present were:

Dean H. A. Andruss	Bloomsburg
Dean Theodore A. Siedle	California
Mr. C. F. Becker	Clarion
Dean Charles Naegle	East Stroudsburg
Dean W. A. Wheatley	Edinboro
Dean W. Ray Smith	Indiana
Dean Clark R. McClelland	Kutztown
Dean R. Stewart MacDougall	Lock Haven
Dean Isaac Doughton	Mansfield
Dean Homer F. Dilworth	Millersville
Doctor J. Linwood Eisenberg	Shippensburg
Dean Cornelius Jaarsma	Slippery Rock
Dean W. W. Menhennett	West Chester

Lester K. Ade, Superintendent of Public Instruction
 Henry Klonower, Director of Teacher Education and Certification
 Harry L. Kriner, Assistant Director of Teacher Education and Certification

Doctor Kriner opened the meeting with a few words of welcome to the Deans of Instruction, reminding them that whatever they do should be for the welfare of teacher education.

The Deans unanimously agreed that the new Docket arrangement was preferred. The discussion of the Docket was then opened.

1. CERTIFICATES:

(a) How may state standard limited certificates be renewed (two or three year)?

It was pointed out that the most important thing in the renewal of a state standard limited certificate is the completion of twelve semester hours of "further" approved preparation. The applicant desiring such a renewal may or may not have experience, but the twelve semester hours of credit must be completed subsequent to the issuance of the certificate. If the person does teach, he must present a rating card in addition to the twelve credits.

Question: "If a person needing three semester hours of credit for renewal completed six semester hours during the summer session, would the extra three semester hours be accepted for the next renewal?" The answer was no.

Dean Doughton made the suggestion that in the indented paragraph on the reverse side of the mimeographed requirements for state standard limited certificates, the words "before the expiration of the" should be changed to the word "during", thus making the revised paragraph read as follows:

"The additional education required for the renewal of the state standard limited certificate is to be completed during the three-year period for which the certificate has been issued, whether the certificate has been taught on or not."

Mr. Becker raised the question, if a person taught one-half year on an emergency certificate before the state standard limited certificate was issued, and has now taught two and one-half years on the basis of the state standard limited certificate, when will the state standard limited certificate need to be renewed--now or when the student has completed three years of teaching experience upon it?

Dean McClelland stated that it would need to be renewed three years from the date of issue. This was verified by Doctor Kriner.

- (b) How extend college certificates valid for elementary field to include the secondary field?

Dean Siedle asked whether he was correct in his assumption that such extensions could be made upon the basis of twelve credits in secondary education, including six hours in secondary student teaching, and eighteen hours in at least one field of secondary education. He asked if any credits in the elementary curriculum such as Science I, English I, et cetera, may count as part of the eighteen credits in the particular field in which they are located.

Doctor Kriner informed him that he was correct, and that the core subjects may be counted for the elective fields.

The differences between requirements for teacher college graduation and for certification were discussed at some length.

Dean Siedle asked if a college certificate valid for the elementary and secondary fields needs experience and additional credits in both fields before being made permanent.

Doctor Kriner replied that certificates valid for both fields may be made permanent by three years of experience in either or both fields. The six credits required for the permanent validation of such college certificates may also be completed in either or both fields.

- (c) How to extend college certificates valid for secondary field to include elementary field?

The difference between the teacher college elementary curriculum and private college curriculums in Kindergarten-Primary work was discussed. The new electives set up for the elementary curriculum, as passed by the Board of Teachers College Presidents at their last meeting, were discussed.

Doctor Kriner called the attention of the Deans to the following paragraph on the requirements for college certificates valid in the elementary school:

"Section 1607 of the School Laws of Pennsylvania requires that Health, Art, and Music be taught in every public and private school in Pennsylvania. Therefore, no teacher will be certificated who has not completed a professional course or courses in these fields."

Dean Siedle asked if any definite number of courses are required, the answer being no.

Doctor Eisenberg asked when this became effective. The reply to this was that it becomes effective at once.

The question had arisen as to whether visual education could be accepted as an elementary subject in extending a secondary college certificate to include elementary subjects. The reply was no.

2. "Codification of regulations, decisions, and authoritative opinions on certifications to avoid special cases."

Dean MacDougall stated that last year there was a case at his institution where a student lacked two hours in Latin for graduation. The student was told he could not graduate. This student then wrote to some one in the Department of Public Instruction, asking if correspondence courses in Latin would be acceptable for graduation. This person in the Department told him that the correspondence courses would be acceptable. He wondered if this was good practice, inasmuch as such courses are not acceptable at a State Teachers College.

Doctor Kriner replied that correspondence courses may not be accepted for Teacher College graduation. He insisted that such practices should be discontinued and that steps would be taken to rectify such conditions.

Dean MacDougall said there are always some authoritative decisions about which all institutions are not informed. There are some problems which come up and which they have never had before in their institution. He thought perhaps one of the other institutions had had a similar problem at one time or another and that some decision probably had been made.

Dean McClelland stated that wild reports of various kinds often arise. When this happens, he writes to the Department, and then has their written reply on file in case such a report comes up again at some future time.

Doctor Kriner asked the Deans to return any ruling coming through from the Department which doesn't seem correct to them. He then quoted a paragraph which had been inserted in the California State Teachers College bulletin and which helped him quite a bit when he was Dean of Instruction at that institution:

"The termination of any college activity, function, or contract will be controlled by the regulation in effect at the time of the execution and not by any in effect at some prior date.

Due to the changes made by the Department of Public Instruction, the Board of Teachers College Presidents, and the State Council of Education, new regulations may change the status of students without notification from the officials of this college."

3. CURRICULUM:

- (a) How can the Dean guide more students into the elementary curriculum?

Dean Doughton stated that the change which has been made, permitting the use of six elementary student teaching hours toward secondary certification, has loosened up the conditions so that he feels it is advisable for the students to take elementary certification first and then extend the certificate to the secondary field.

Doctor Kriner asked him if there was any difficulty in getting the students to see this point of view.

He replied that the difficulty has been due to the fact that students do not feel they have much chance of securing elementary positions, due to the number of state standard limited certificates that have been issued.

Dean Andruss stated that students want to teach in the secondary field because the salary is higher.

Dean Smith was of the opinion that it would be extremely helpful, though costly, to get through legislation a higher subsidy for elementary teachers with college certificates.

- (b) Shall Art I and II and Music I and II be given in the sophomore year for students completing the three year state standard limited certificate?

Dean McClelland stated that if student teaching is done the first semester of the third year, the students will be teaching without any Music or Art unless so arranged.

Dean Menhennett pointed out that at West Chester they are giving part of these courses even in the first year.

Dean Wheatley asked if students who had not had any Music before entrance should be required to complete at least one remedial course in Music before letting them go into Music I or II.

Doctor Kriner indicated that such would be in keeping with the action of the Board of Presidents. The student must show some competency before he can take Music I or Art I.

- (c) How do you meet the requirement for participation in physical activities after the freshman year?

Dean Menhennett stated that they have a pretty thoroughly organized activity program at West Chester. The students are responsible to the personnel director, who makes a check of every student and who in turn is responsible to the Dean of Instruction.

Faint, illegible text covering the page, possibly bleed-through from the reverse side.

Various programs were discussed. There seemed to be agreement on having these activities handled through the physical education department and checked in some way by a faculty member. The Dean is responsible for having the program function in its entirety.

- (d) What shall be included in the course "Curriculum Materials" and how should it be developed?

Each Dean explained fully how this is planned at his own institution. The majority of Deans felt that through this course the work of the college faculty could be more closely coordinated with student teaching than was heretofore possible. A number felt that this course should be directed in the main by the Dean of Instruction and the Director of Student Teaching, even though directing teachers may teach the course. That this was not a text book course was commonly agreed.

Dean MacDougall of Lock Haven is working out a complete card system with his Director of Student Teaching which warrants attention.

Dean McClelland thinks this course is going to be either the best or the most worthless part of the curriculum.

Doctor Ade then presented a word of welcome to the Deans of Instruction. He advised the reading of Clarence B. Collier's, "The Dean of the State Teachers College", in the bulletin from George Peabody College for Teachers 1926. He expressed his appreciation of a Dean's work, gave some valuable professional suggestions, reported on some interesting visits, explained some local functions, and advised that more articles be published from the State Teachers Colleges.

Doctor Kionower suggested that the Deans should collect every printed article written by a member of the staff of each of the State Teachers Colleges. These should be kept in a folder and at the end of the year should be presented in a composite publication as the contributions of the members of their staffs.

The meeting adjourned at 1:00 for lunch.

The afternoon discussion began at 2:00.

4. ELECTIVES:

- (a) How decided for students in the elementary curriculum?

Doctor Kriner advised the Deans to decide the electives for the best interest of the student. The electives contained in the new report prepared at the last meeting of the Board of Presidents are not required, they are merely suggestive. Any approved course may be used as an elective in the elementary curriculum, except where specialization is desired. For those desiring to specialize in the Kindergarten-Primary there are two courses to be included, Pre-School Child and Kindergarten-Primary Theory; Intermediate specialization, Civic Education and Teaching of Arithmetic; Rural specialization, Rural Sociology and Rural School Problems.

Discussion led by Doctor Eisenberg followed on the matter of using the free electives for one field as preferred by some superintendents, for speech, special education and library.

- (b) Pre-School Child now required in K-P group is over and above the nine credits of Psychology. Is this too much?

After discussion, Dean Jaarsma made the following recommendation:

"I recommend to the Curricular Revision Committee that Child Adjustment be substituted for Pre-School Child as a more desirable sequence to Child Psychology."

Doctor Eisenberg seconded the motion. The motion carried.

Dean Doughton then added to the recommendation as follows:

"We, as Deans, request the Curricular Revision Committee to make a reexamination of the whole psychology offering in the elementary curriculum, with a view to the possible consolidation and reduction of course requirements."

Seconded by Dean Wheatley, the motion carried.

- (c) How get approval for free electives to meet local needs?

Mr. Becker asked if their teachers could give a course in Music if their students desired extra credits in Music.

Doctor Kriner's reply was that such courses could not be given at Clarion unless approved by Superintendent of Public Instruction. Any additional free elective must be approved.

5. EVALUATIONS:

- (a) Reaction to memorandum sent June, 1938 re New College.

Brief discussion revealed no problem as yet.

- (b) Reaction to memorandum June 27, 1938 re non-standard credentials.

Dean McClelland asked about a case where the records of the school were not available, the superintendent was dead, and no records could be gotten at all by the girl.

Doctor Kriner advised him to have her fill out the certified high school record blank to the best of her ability, certify that the records are lost, and certify that it is correct to the best of her knowledge. If she could have several people who know the situation verify this on the blank, it would be helpful to Doctor Pentz in his evaluation.

- (c) Reaction on report of Committee, October, 1937.
- (d) "How should a completed A.B. curriculum in Art, Music, et cetera, at a Liberal Arts College be evaluated so that a candidate for a college provisional certificate can get at a teachers college the remaining courses required in education?"

Dean MacDougall said that they have a graduate from Bucknell in Art, who wants to be certified to teach Art.

The first thing she should do is to get a provisional college certificate, valid for the secondary field. Art could then be added on the basis of eighteen hours as is any other field.

Doctor Klonower asked if a teacher education curriculum is sequential in character and also a unit. Can a person do his student teaching at one institution, his professional preparation at another, and his academic preparation at still another institution?

Discussion followed bringing out advantages and difficulties.

- (e) Please bring along twenty forms which you use in your own college for making evaluations.

Discussion seemed to reveal that evaluation sheets fitted into the particular organization at each college and should not be uniform. Expressed opinion showed that these should be used and improvement was sought.

6. STUDENT TEACHING:

- (a) The setup for the three year standard certificate.

Doctor Kriner stated that the setup for three year certificates is the same as that for the two year certificates except for one more year of college work.

Discussion led by Dean Andruss brought out organization problems and even problems of philosophy.

Dean Doughton was of the opinion that student teaching should be spread over the whole curriculum. He wishes to set it up at Mansfield so that the student will have some contact with the laboratory school each year.

- (b) Ways student teaching requirement may be satisfied.

Doctor Kriner distributed copies of a mimeographed statement governing student teaching. He mentioned the three distinct ways the student teaching requirement may be satisfied:

1. By actual student teaching.
2. By doing some piece of work with the teacher-in-service.
3. By courses germane to teaching technique.

In each case the director of student teaching should have contact with the student. The Dean and Director need to work together on these cases.

(c) What are satisfactory courses for student teaching?

Doctor Eisenberg asked what would be done if a person has never completed any student teaching and is the holder of an old state certificate like his own.

Doctor Kriner's reply was that he and the Director of Student Teaching should work out the fairest solution.

Doctor Steele made the observation that each case should be considered individually, and that each person should be given those courses which will most likely improve teaching practice. If that is content material, then content material should be given.

(d) How much secondary student teaching is required of a graduate of the old normal school curriculum who carried ten credits of elementary student teaching when completing secondary curriculum?

It was pointed out that colleges other than teachers colleges accept six of these ten credits toward having a college certificate issued for either the elementary or the secondary fields.

Dean Siedle observed that there are a number of teachers in the Pittsburgh system who have that goal in mind. How long will it continue? He stated that the ruling now in effect is keeping the in-service teachers from coming to the teachers colleges for degrees.

7. SUBSTITUTIONS:

(a) How handle the few remaining courses for irregulars near graduation period?

Discussion led by Dean McClelland revealed that these were individual cases and no one rule could be made. It is a case of organization.

(b) How secure the extra credit when course taken has one less than required?

Doctor Kriner stated that he thought they would balance pretty well, inasmuch as there were some courses which had been one semester hour more in the old curriculum than in the new.

Dean Andruss asked what is to be done if a student goes to another institution and takes a two semester hour course for which course three semester hours are required in our curriculum.

Dean McClelland stated that at Kutztown they required two two-semester hour courses.

Doctor Eisenberg stated that at Shippensburg they are liberal to such students if they have taken the course before coming there, but if they take it after an evaluation has been made at Shippensburg, they are severe.

- (c) When field of concentration is Science, how handle the twelve required semester hours of Science?

Dean Andruss stated at Bloomsburg all students are given Botany, Zoology, Chemistry and Physics and no orientation courses.

Dean Jaarsma stated that he thought it was unfortunate to put a high school graduate who had never had Science into a Botany course. What is the objection to having everyone take the biological science course and then follow it with Botany and Zoology?

Dean Menhennett stated that the objection was that he is unable to determine in the first year the students who are going to take the Science curriculum.

The discussion revealed that the Deans wish the Science to be improved and are working with their departments to that end.

8. TRANSCRIPTS:

- (a) Your reaction to memorandum of May 24, 1938 for submission of transcripts for graduates.

Doctor Kriner stated that he would much prefer to have the transcripts sent in by the Dean.

Dean Dilworth asked what the objection is to putting the date of graduation on the approved training certificates when sent in for approval.

Doctor Kriner replied that the implication is made that the student has graduated, and there is a chance that someone in the office might pick up the transcript and have a certificate issued for the person who has not yet completed the work.

Dean Dilworth asked if they should list electives at the end of each year or at the end of the complete transcript.

The reply was that they should be listed at the end of the transcript.

- (b) How shall transcripts, score cards, and certificates be handled to avoid confusion in renewing certificates or having certificates made permanent? Can the Dean disseminate proper information to avoid confusion?

Much discussion disclosed a variety of problems in connection with this. It was agreed that each Dean should work out the plan which best suited his district.

(c) How do you handle a large number of transcripts being requested?

This appears to be a growing problem. The registrar is kept busy with it.

Dean Doughton added that what the State Teachers Colleges need is an efficiency study of the bookkeeping methods and record systems in each institution.

Doctor Kriner stated that if he could help the Deans in their specific problems instead of dealing in generalities, he would be glad to do so. He asked for their suggestions for making the Deans' meetings more helpful.

With this in mind, the meeting adjourned at 4:30 P.M.

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

REPORT OF STUDENTS MEETING
TEACHER CERTIFICATION STANDARDS
1938 REGULAR SUMMER SESSION
STATE TEACHERS COLLEGES

Exhibit "B"

COLLEGE	Elementary Field				Second- dary Field	Elementary and Secondary Special Fields							Total Degree					
	St. Std. Limited	Normal Certs.	Degree (Specialization)				TOTAL	Art	Business Ed.	Health Ed.	Home Economics	Industrial Arts	Music	TOTAL	No. Grads with no previous teaching experience	No. tchrs-in-service who returned for Graduation		
			Kindergarten-Primary	Intermediate		Rural											Cooperative	
TOTAL	88	1	103	42	54	7	-	64	33	6	4	12	-	6	5	200	64	136
Bloomsburg	8	-	3	1	1	1	-	7	-	-	-	-	-	-	-	10	7	3
California	3	-	3	1	2	-	-	5	5	-	-	-	5	-	-	13	6	7
Claron	7	-	2	2	-	-	-	5	-	-	-	-	-	-	-	7	1	6
E. Stroudsburg	7	1	2	1	1	-	-	2	4	-	-	4	-	-	8	5	3	
Edinboro	7	-	6	1	5	-	-	3	3	3	-	-	-	-	12	3	9	
Indiana	10	-	9	4	5	-	-	5	5	1	4	-	-	-	19	5	14	
Kutztown	18	-	16	8	7	1	-	7	2	2	-	-	-	-	25	3	22	
Lock Haven	7	-	3	2	1	-	-	9	-	-	-	-	-	-	12	10	2	
Mansfield	-	-	5	2	3	-	-	5	2	-	-	-	-	-	12	1	11	
Millersville	4	-	9	2	7	-	-	3	1	-	-	-	-	1	13	4	9	
Shippensburg	4	-	5	1	4	-	-	5	-	-	-	-	-	-	10	-	10	
Slippery Rock	6	-	23	12	11	-	-	3	4	-	-	4	-	-	30	9	21	
West Chester	7	-	17	5	7	6	-	5	7	-	-	4	-	-	29	10	19	

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

ENROLMENTS IN 1938 SUMMER SESSIONS (POST) Exhibit "C"

STATE TEACHERS COLLEGES - PENNSYLVANIA

COLLEGE	Total Number Enrolled	Number Taking Under-Grad. Courses in Edu.				Graduates Holding Bacca-laureate Degrees				All Others		Number of Boarding Students	Number of Day Students	Teachers-in-service in Pennsylvania	Teachers-in-service in Other States
		State Standard Limited Certificate	Degree in Elementary Education	Degree in Secondary Education	Degree in Special Fields	Courses for Permanent College Certificates	Extension of Secondary College Certificates to Elementary Grades	To Complete Requirements for Higher Degree (Exclusive of 7 & 8)	Enrolled in Education Courses	Enrolled in All Other Courses (Not Education)					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
TOTAL	1415	43	782	279	154	38	34	16	33	36	468	947	945	15	
Bloomsburg	133	6	51	44	21	5	-	-	2	4	43	90	82	1	
California	184	-	115	36	15	9	-	-	-	9	34	150	125	-	
Clarion	16	1	12	3	-	-	-	-	-	-	5	11	14	2	
E. Stroudsburg	87	3	30	28	18	2	3	-	-	3	53	34	62	3	
Edinboro	75	5	43	17	8	2	-	-	-	-	22	53	56	1	
Indiana	193	10	117	34	18	7	4	-	-	3	91	102	129	2	
Kutztown	102	3	55	21	9	4	2	7	1	-	20	82	83	-	
Lock Haven	38	2	21	12	-	-	1	-	2	-	12	26	20	-	
Mansfield	16	-	11	3	2	-	-	-	-	-	-	16	12	2	
Millersville	136	3	73	19	21	6	3	9	2	-	36	100	98	1	
Shippensburg	119	4	68	23	5	-	2	-	8	9	53	66	83	1	
Slippery Rock	158	6	100	16	10	1	12	-	5	8	38	120	110	2	
West Chester	158	-	86	23	27	2	7	-	13	-	61	97	71	-	

August 12, 1938

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Monday, October 3, 1938

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, Tuesday, September 13, 1938.
- II. Unfinished Business
 - A. Report of the Curricular Revision Committee
 1. Content for New Syllabi
 2. Certification in Special Fields
 3. Social Studies Requirements
 - B. Report of the Budget Committee
 - C. Report of Dr. Ross re "Marking Systems"
 - D. Reports from Attorney General's Office
 1. Possibility of Providing Liability Protection
 2. Report on Play Production Material
 - E. Contracts Covering Cooperative Student Teaching
 - F. Status of Tuberculin Test and X-Ray Projects
 - G. Report of Entrance Credentials Committee
 1. Uniform College Admission Blanks
 2. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions

THE UNITED STATES OF AMERICA
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WARRANT

Whereas, the following named persons have been found guilty of the offense of trespassing upon the public lands of the United States, to-wit:

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And whereas, the said persons have been found guilty of the offense of trespassing upon the public lands of the United States, to-wit:

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- H. Scholarships to State Teachers Colleges
- I. Report of Progress on Building Construction
- J. Professional Service to Teachers Seeking Employment - Fees
- K. Cooperative Purchasing of Standard Texts in Laboratory Schools
- L. National Youth Administration - Judge Sutton
- M. Association of School Film Libraries, Inc.

III. New Business

- A. Report of Calendar Committee
- B. Employment of Members of the Instructional Staff with Public School Experience in Pennsylvania
- C. Improvement of Curriculums in the Elementary Schools in the Service Areas of the State Teachers Colleges
- D. Limitation of Enrolments
- E. Distribution of Tentative Enrolments in Pennsylvania State Teachers Colleges, as of September 19, 1938
- F. Comparison of Tentative Enrolments in Pennsylvania State Teachers Colleges, September 19, 1938 with September 13, 1937
- G. Report of Students Meeting Teacher Certification Standards Post Summer Session 1938, State Teachers Colleges

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES
Monday, October 3, 1938

A special meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Monday, October 3, 1938. The meeting was called to order at 2:00 P.M., Eastern Standard Time.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Pinckney Hill	Cheyney
Paul G. Chandler	Clarion
Tracy T. Allen	East Stroudsburg
Carmon Ross	Edinboro
Samuel Fausold	Indiana
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Lester K. Ade, Chairman
Henry Klonower, Secretary

I. Approval of the minutes of the meeting of the Board of Presidents held in Harrisburg, September 13, 1938.

On motion by Doctor Allen, seconded by Doctor Fausold, it was voted that the minutes of the meeting of the Board of Presidents held September 13, 1938, be approved as submitted.

II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content of New Syllabi

Doctor Steele, Chairman of the Curricular Revision Committee, reported progress.

2. Certification in Special Fields

Doctor Steele presented the following report of the committee with reference to certification in the field of commercial geography:

"The Committee believes that the problem placed before the Committee in regard to certification in the field of commercial geography in a business curriculum is a matter of interpretation of certification requirements which properly belongs to the officials of the Department of Public Instruction and, therefore, recommends that this item be removed from the Docket."

On motion by Doctor Steele, seconded by Doctor Miller, it was voted that the report of the committee with reference to certification in the field of commercial geography be approved and the item removed from the Docket.

With reference to the matter of extending a valid teacher's certificate to include certification in the special fields, such as art, music, health, industrial arts, business education, library science, Doctor Steele presented the following recommendation of the Curricular Revision Committee:

"The Committee believes that the time is opportune for the Department of Public Instruction to progressively advance the educational requirements for the extension of a college certificate to cover one or another of the special fields such as art, music, health, industrial arts, business education, library science.

The present certification regulations permit the extension of such a certificate to cover any one of these fields where an applicant has successfully completed eighteen semester hours selected from an approved curriculum. With the availability of many teachers who have completed the baccalaureate degree curriculum in these fields, it seems reasonable to suggest that the requirement be progressively advanced somewhat as follows:

That after September 1, 1939, the extension of a valid teacher's certificate to include the field of art, or music, or health, or business education, or industrial arts, or library science, will require the satisfactory completion of not fewer than twenty-four semester hours of approved courses in the field; after September 1, 1940, thirty semester hours of approved courses in the field will be required.

The Committee recommends the approval of the above recommendation and its presentation to the State Council of Education as an amendment to the certification regulations."

On motion by Doctor Steele, seconded by Doctor Rowland, it was voted that the report of the Curricular Revision Committee with reference to extending a valid teacher's certificate to include certification in one or another of the special fields be approved.

3. Social Studies Requirement

Doctor Steele presented the following recommendation of the Curricular Revision Committee with reference to the Elective Arrangement in the field of Social Studies:

"REPORT OF THE CURRICULAR REVISION COMMITTEE Regarding - Requirements for Certification in Social Studies

The attention of the Committee has been called to the fact that the Electives Arrangement in the Social Studies field fails to provide the nine semester hours in History and nine semester hours in Social Studies required for certification in Social Studies.

The committee, therefore, recommends:

- a. That the electives in the third semester of the basic two years of the curricula be reduced from 4 - 4 to 3 - 3, thus reducing the total from 17 - 16 to 16 - 15.
- b. That the courses, Principles of Sociology and Principles of Economics, listed in the fourth semester be increased from 2 - 2 to 3 - 3. The total student load of this semester is thereby increased from 17 - 16 to 18 - 17.
- c. That the elective arrangement in the Social Studies field be amended to read as follows:

Elective Arrangement in the Social Studies Field (Minimum as first field) -
24 credits

I.	Required of all students	10 credits
	History of Civilization	4 4
	Principles of Economics or	
	Principles of Sociology	3 3
	American Government	3 3
II.	Required for Elective Field in Social Studies	9 credits
	U. S. History (1)	3 3
	Modern European History	3 3
	Principles of Sociology or	
	Principles of Economics	3 3
III.	Electives for Social Studies	5 credits
	Comparative Government	3 3
	Early European History	3 3
	European History since World War	3 3
	History of England	3 3
	History of Ethics	3 3
	History of Far East	3 3
	History of Pennsylvania	2 2
	Industrial Relations	3 3
	Latin American History	2 2
	Origin of Social Institutions	2 2
	Renaissance and Reformation	3 3
	Social and Industrial History of U. S.	3 3
	U. S. History (2)	3 3

The above arrangement changes three courses - History of Pennsylvania, Latin American History, and Origin of Social Institutions from 3 - 3 to 2 - 2.

Respectfully submitted,
Q. A. W. Rohrbach
T. T. Allen
Henry Klonower
Robert M. Steele, Chairman"

Questions were raised by various members of the Board concerning the advisability of substituting certain courses in the Elective Arrangement in the Social Studies Field.

On motion by Mr. Swope, seconded by Doctor Miller, it was voted to lay the recommendation of the Curricular Revision Committee on the table for the present with the understanding that the matter will be studied by the members of the Board and recommendations made to the Chairman of the Committee for report at a subsequent meeting of the Board.

4. Substitution of Approved Courses

With reference to the substitution of approved courses by students whose competency has been demonstrated through placement tests and educational records, Doctor Steele presented the following recommendation of the Curricular Revision Committee:

"Students whose competency demonstrated through placement tests and educational records indicates ability to profit more through the selection of advanced courses may, with the approval of the institution, substitute such approved advanced courses in a particular field for courses as are listed in the curriculum. This regulation applies to all curriculums."

On motion by Doctor Steele, seconded by Doctor Miller, it was voted that the recommendation be approved.

B. Report of the Budget Committee

Doctor Miller, Chairman of the Budget Committee, stated that the committee had no report to make at this meeting.

C. Report of Dr. Ross re "Marking Systems"

Doctor Ross reported progress and urgently requested that each President fill in the questionnaire which they had received, and return it to Doctor Ross.

D. Reports from Attorney General's Office

1. Possibility of Providing Liability Protection

2. Report on Play Production Material

Inasmuch as no report has yet been obtained from the Attorney General's Office, it was the opinion of the members of the Board that the item be continued on the Docket.

E. Contracts Covering Cooperative Student Teaching

Doctor Noonan, Chairman of the Committee, requested permission to make further study on this matter and asked that the item be carried over on the Docket.

F. Status of Tuberculin Test
and X-Ray Projects

Doctor Noonan, Chairman of the Committee, appointed to consult with the representative of the Department of Health, reported that his committee, consisting of Doctor Haas, Doctor Allen and Doctor Klonower, had met with Doctor Murray J. McElwee, Assistant Chief, Division of Tuberculosis Clinics, Bureau of Health Conservation, Department of Health, for the purpose of making arrangements for the tuberculosis and x-ray tests to be conducted in the State Teachers Colleges by the Department of Health.

Doctor Noonan stated that the schedule of visits to the institutions will be placed in the hands of each President at least four weeks in advance.

He further stated that the Department of Health will send a speaker to each institution prior to the giving of the tuberculin test for the purpose of acquainting the students with the aims and objectives of the tuberculin tests. He stated, however, that the Department of Health is willing to have the lecture given by a member of the faculty of the institution if such is the desire of the President of the institution.

Doctor Noonan stated that the Department of Health is very cooperative and assured the committee that there would be no repetition of the situation that prevailed last year.

Each member of the Board was requested to submit to Doctor McElwee four dates that would be suitable for conducting the tuberculin test at his institution.

On motion by Doctor Miller, seconded by Doctor Rowland, it was voted to accept the report of the committee.

G. Report of Entrance Credentials Committee

1. Uniform College Admission Blanks

Doctor Steele, Chairman of the Entrance Credentials Committee, presented the following report with reference to modification of the Requirements for Admission to the State Teachers Colleges:

"In order to bring the statement of Admission Requirements into harmony with the policies of the Department of Public Instruction, the Committee recommends that the Requirements for Admission, as published in the catalogue, be modified to read as follows:

In accordance with the principles governing admission adopted April 12, 1932, by the Board of Teachers College Presidents, five general requirements were set up for admission to teachers colleges.

1. General Scholarship
2. Character and Personality
3. Health and Physical Vigor
4. English Fundamentals and Psychological Tests
5. A Personal Interview

Candidates for admission must satisfy these five general requirements in detail as outlined below.

1. General scholarship as evidenced by (graduation from an approved four-year high school) the completion of the work of the 10th, 11th and 12th grades of an approved secondary school or institution of equivalent grade, or equivalent (preparation) education as determined by the Credentials Division of the Department of Public Instruction, and ranking in the upper half of the class at graduation. Candidates for admission who lack this rank at graduation will be required to present further evidence of fitness.
 - a. Applicants ranking in the upper half of their graduating class in (high) secondary school will be admitted on certificate without further evidence of general scholarship.
 - b. Applicants who do not rank in the upper half of the graduating class may be admitted on probation, provided:
 - (1) They are recommended by their (high) secondary school principal as being able to do creditable college work, and
 - (2) Appraisal of the detailed (high) secondary school record indicates to admission authorities of the college that the candidate can do satisfactory college work. Whenever available candidates are urged to present to the admission authorities cumulative records of (high) secondary school work such as were used by the Carnegie Foundation in the Pennsylvania Study, and
 - (3) A rating satisfactory to the institution is made on a scholastic aptitude test administered at the college.

Applicants satisfactorily meeting the requirements (1), (2), and (3) above will be admitted for one semester on probation. At the end of the probationary period such students will be required to withdraw from the college unless they meet the required standard of scholarship in at least nine (9) semester hours of work.

2. Integrity and appropriate personality as shown by an estimate by secondary school officials of the candidate's trustworthiness, initiative, industry, social adaptability, personal appearance and sympathy.

a. The estimate of the secondary school official will be recorded by a check margin in the appropriate column of a three point rating scale as follows:

	Low	Middle	High
Trustworthiness
Initiative
Industry
Social Adaptability
Personal Appearance
Sympathy

b. This will be included as part of the (high) secondary school report blank.

3. Health, physical vigor, emotional stability, absence of physical defects that would interfere with the successful performance of the duties of a teacher and absence of predisposition toward ill health as determined by a medical examination.

a. ALL applicants for admission shall present a certificate of examination signed by a physician legally qualified to practice medicine in the Commonwealth of Pennsylvania. Forms for the examination will be furnished by the college. This medical examination will be checked by the examining physician at the college and students may be required to undergo a complete re-examination.

b. Applicants may be rejected for the following reasons:

(1) Incurable defects or diseases as of the heart, lungs, kidneys, digestive system, nervous system including hysteria, epilepsy, nervous instability, skin, organs of the special senses, thyroid.

(2) Defective vision of marked degree.

(3) Permanently impaired hearing.

(4) Marked speech defects.

(5) Unsightly deformities.

Students with remedial defects may be accepted on condition that immediate treatment be undertaken for the removal of these defects.

4. Normal intelligence and satisfactory command of English as shown by ratings in standard tests. The tests to be used will be prescribed each year by the Board of Presidents and will be uniform for all State Teachers Colleges.
5. A personal interview with particular attention to personality, speech habits, social presence, expressed interests of the applicant and a promise of professional development.
 - a. The personal interview is to serve two purposes:
 - (1) It is to give the examining committee of the college an opportunity to select from the applicants for admission those persons who give promise of becoming desirable teachers.
 - (2) It is to take an inventory of the personal characteristics of the applicants who are admitted, making this inventory available to instructors and officers concerned with personnel work in the college.
 - b. The interview will be conducted at the college or other places and at times designated by the President of the college."

On motion by Doctor Rowland, seconded by Doctor Miller, it was voted that the report of the Committee on Entrance Requirements be approved as the sense of the Board.

With reference to the Uniform Admission Blank, Doctor Steele presented the following recommendations:

"The Committee recommends that the Board of Presidents adopt, in principle, the uniform Admission Blank being prepared by the Department of Public Instruction for the use of colleges of the Commonwealth.

The Committee on Entrance Requirements requests from the Board, the authority to cooperate with a Committee of Deans and Registrars of the colleges and universities, and the Principals of the secondary schools, working jointly with the Department of Public Instruction in the further development and refinement of the forms suggested.

It has been suggested by the Committee of Deans and Registrars that the pattern for Pages 1, 3 and 4 should be kept fairly uniform, and that Page 2 could be adapted to the specific needs of the institutions.

The proposed uniform blank would take the place of two forms now being used: the Application and Personnel Record and the Certificate of Secondary School Graduation."

The following is a copy of the uniform Admission Blank prepared by the Department of Public Instruction.

_____ College

APPLICATION FOR ADMISSION

To the Applicant: Please fill in the first two pages of this application.

1. Name of Applicant _____
 (Please print) Last name First name Middle name
2. Permanent address _____
 Number & Street City County State
3. Date of Birth _____ Place of Birth _____
 Month Day Year City & State
4. Sex _____ Nationality _____ Race _____ Church preference _____
5. Name of Parent or Guardian _____
6. Address of Parent or Guardian _____
 Number & Street City State
7. Birthplace of Father _____ Mother _____
 State or Country State or Country
8. Occupation of Parent or Guardian _____

9. List below the secondary schools (Junior High, Senior High, and Preparatory Schools) and higher institutions you have attended:

<u>Name of School</u>	<u>Location</u>	<u>From</u>	<u>To</u>	<u>Year Graduated</u>
a. _____	_____	_____	_____	_____
b. _____	_____	_____	_____	_____
c. _____	_____	_____	_____	_____
d. _____	_____	_____	_____	_____

10. Check below the college, course, or curriculum for which you are applying:
 (Following are suggested)

Liberal Arts: Literature and Language Physical Sciences _____
 Humanities Biological Sciences _____

Engineering: Civil Electrical Mechanical Other: _____

Other Schools:

Date _____ Signature of Applicant _____

CONFIDENTIAL REPORT

The following information is being reported to you for your information and is not to be distributed outside of your organization. The information is being provided to you for your information and is not to be distributed outside of your organization.

The information is being provided to you for your information and is not to be distributed outside of your organization.

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Below are listed suggested statements which certain institutions consider desirable. These may be omitted or other statements may be included, depending upon the particular types of information desired by various institutions of higher learning.

1. State below, as specifically as possible, your professional or vocational plans upon the completion of your college course. (Example: Medicine, accounting, engineering, industry, etc.)

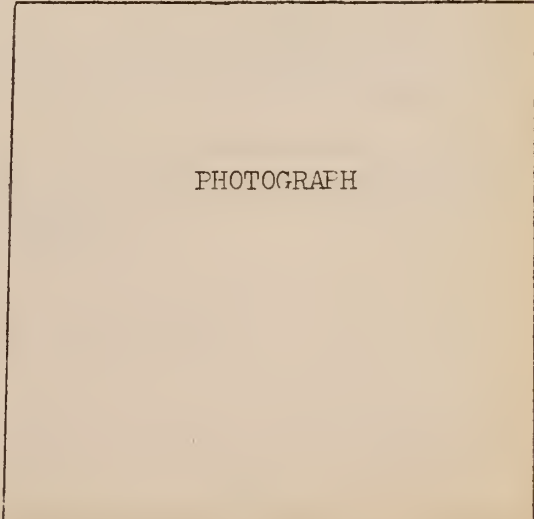
2. What influences prompted you to make this choice? _____

3. Will it be necessary for you to earn money during the school year to help pay your college expenses? _____ If so, what type of work are you qualified to do?

4. Have you taken College Board Examinations? _____ If not, which College Board examination plan do you intend to follow? _____

5. List here the extra-curricular activities in which you participated while in high school.

6. What special recognition, (Editor of school paper, letter in athletics, honor roll) did you receive in extra-curricular and scholastic activities?





SCHOLARSHIP RECORDS IN SUPPORT OF APPLICATION FOR ADMISSION

Name of Applicant _____ Attended from _____ To _____
 Graduated (Date) _____ Withdrew (Date) _____ Passing Grade _____
 Length of Recitation Period _____ Date of this Application _____

TO THE PRINCIPAL:

- Admission is based upon the work completed in grades ten, eleven, and twelve. A minimum of twelve units of study is required for these three years. Schools organized on the 8-4 plan may include the work for the last four years.
- Please write in the names of the foreign languages studied.
- When entries are made beyond the first year of language or algebra, it is assumed that the preliminary years were completed below the tenth grade.

CLASS RECORDS

STANDARDIZED ACHIEVEMENT TEST SCORES

	Subjects	School Year	Weeks	Periods per Week	Grade	Name and Form of Test	Score	Percentile Rank
							Score	Percentile Rank
English	10th Year							
	11th Year							
	12th Year							
	Modern History							
	American History							
Social Science	Prob. of Dem.							
	Social Science							
Languages	10th Year							
	11th Year							
	12th Year							
Mathematics	10th Year							
	11th Year							
	12th Year							
	Elem. Algebra							
	Inter. Algebra							
	Adv. Algebra							
Science	Pl. Geometry							
	Solid Geometry							
	Pl. Trigonometry							
Electives	Chemistry							
	Physics							
	Biology							

INTELLIGENCE OR PSYCHOLOGICAL TESTS

Name and Form of Test Score I.Q.

College Board, Cooperative Test Service, or other standardized achievement tests.

- List here the subjects the student failed in high school _____
- In accordance with the applicant's choice of college, course, or curriculum as expressed by Item 10, page 1
 Check one: () I recommend this candidate for admission without examination
 () I recommend this candidate for admission by examination only.
 () I do not recommend this candidate for admission.

3. This student ranked in the _____ fifth of a class of _____ students.

4. REMARKS:

S E A L

School _____

Address _____

Signature of Principal _____

Table with multiple columns and rows, mostly blank or illegible.

PERSONALITY RATING SHEET

1. After each question, indicate the answer that best describes the individual, by putting a check mark on the line in front of the proper answer.
2. This is a CONFIDENTIAL record for the use of the secondary school and college only. The evaluation should be submitted by the PERSON OR PERSONS WHO KNOW THE STUDENT BEST.

1. DOES HE WANT TO GO TO COLLEGE?
 - 1 ___ Definitely does not want to go to college.
 - 2 ___ Prefers not to go to college, but is willing.
 - 3 ___ Is passively interested.
 - 4 ___ Is definitely interested.
 - 5 ___ Is extremely anxious to go to college.
 - 6 ___ I am uncertain.

2. DOES HE HAVE ENOUGH INITIATIVE TO DO HIS BEST IN COLLEGE?
 - 1 ___ Must be supervised constantly.
 - 2 ___ Needs frequent encouragement.
 - 3 ___ Needs occasional encouragement.
 - 4 ___ Will work fairly hard on his own initiative.
 - 5 ___ Will work very hard on his own initiative.
 - 6 ___ I am uncertain.

3. IS HE MATURE ENOUGH TO ATTEND COLLEGE?
 - 1 ___ Too immature to attend college.
 - 2 ___ Too immature to attend college unless supervised.
 - 3 ___ Slightly immature.
 - 4 ___ Normal degree of maturity.
 - 5 ___ Unusually mature.
 - 6 ___ I am uncertain.

4. IS HE AN EMOTIONALLY STABLE PERSON?
 - 1 ___ Needs immediate medical treatment for instability.
 - 2 ___ Goes to pieces easily.
 - 3 ___ Is slightly unstable.
 - 4 ___ Is emotionally normal.
 - 5 ___ Is unusually well-balanced.
 - 6 ___ I am uncertain.

5. WILL HIS PERSONAL HABITS INTERFERE WITH THE WHOLESOME DEVELOPMENT OF OTHER STUDENTS?
 - 1 ___ Will have an extremely unwholesome influence upon others.
 - 2 ___ Will have a somewhat unwholesome influence.
 - 3 ___ Will exert little influence either for good or bad.
 - 4 ___ Will have a wholesome influence.
 - 5 ___ Will have an unusually wholesome influence.
 - 6 ___ I am uncertain.

In what way will his influence be bad? _____

6. FOR WHICH OCCUPATIONAL FIELD SHOULD HE PLAN ON THE BASIS OF HIS ABILITIES AND INTERESTS?
 - 1 ___ Social services (minister, social worker, etc.)
 - 2 ___ Business details (accountant, bank teller, etc.)
 - 3 ___ Business contact (sales manager, buyer, etc.)
 - 4 ___ Scientific professional (doctor, engineer, etc.)
 - 5 ___ Literary or lingual (author, lawyer, academic, etc.)
 - 6 ___ I am uncertain.

7. DOES HE HAVE SUFFICIENT INTELLECTUAL ABILITY TO DO COLLEGE WORK?
 - 1 ___ Is not intellectually able to do college work.
 - 2 ___ Can do barely passing work only.
 - 3 ___ Can make an average record.
 - 4 ___ Can do superior work.
 - 5 ___ Can do very superior work.
 - 6 ___ I am uncertain.

8. LIST ANY PHYSICAL DEFECTS OF APPLICANT _____

9. What consideration in regard to health, absence from school, necessity for working during school time, or participation in school activities, should be taken into account in interpreting the school record? _____



Doctor Rowland called attention to the omission of State Teachers College on Page 1, Paragraph 10 of the uniform Admission Blank.

Doctor Haas called attention to the omission of "teaching" on Page 4, Paragraph 6.

Doctor Steele asked that the members of the Board send to him whatever suggestions they have for modifying the uniform Admission Blank.

On motion by Doctor Steele, seconded by Doctor Rowland, it was voted that the report of the committee be approved.

2. Maximum Number of Semester Hours Permitted in the Regular and Post-summer Sessions

Doctor Steele stated that he had no report to give on this matter at the present time.

H. Scholarships to State Teachers Colleges

Doctor Ross called the attention of the members of the Board to the large number of high schools giving scholarships to the Liberal Arts Colleges. He stated that he had made a study of this condition in his area and he felt that the Liberal Arts Colleges were getting the best students from the high schools because the scholarships were awarded on merit.

On motion by Doctor Rowland, seconded by Doctor Chandler, it was voted that this item be removed from the Docket.

I. Report of Progress on Building Construction

Doctor Ade spoke briefly on the Secondary School Program which was being conducted under the Thompson Plan. He stated that he felt this program would indirectly affect the State Teachers Colleges. He stated that the Department has approved the erection of no schools unless they fitted in with the County plans which were to be first submitted to the Department.

Doctor Ade asked the cooperation of the members of the Board in getting over the 6-3-3 or 6-6 plan instead of the 8-4 plan.

J. Professional Service to Teachers Seeking Employment - Fees

Discussion postponed.

K. Cooperative Purchasing of Standard Texts in Laboratory Schools

On motion by Doctor Rowland, seconded by Doctor Flowers, it was voted that this item be removed from the Docket.

L. National Youth Administration - Judge Sutton

Judge Isaac C. Sutton, Consultant, National Youth Administration, appeared before the Board.

Judge Sutton stated that the National Youth Administration would like to develop a program in connection with the State Teachers Colleges whereby the boys and girls working under the National Youth Administration might receive training. He stated that the groups are made up of thirty boys or thirty girls with one supervisor for each group. It is their plan, he stated, to have these groups work half-time on Federal projects and the other half-time receive training with the view of making them employable when they get through.

Cooperation with the colleges was requested to make work-projects available.

M. Association of School Film Libraries, Inc.

It was agreed that this item be carried over on the Docket.

III. New Business

A. Report of Calendar Committee

Doctor Haas, Chairman of the Calendar Committee, stated that he had sent a preliminary draft of the Calendar for 1939-40 to each member of the Board for review and suggestions, and that the matter would be discussed at the next meeting of the Board.

B. Employment of Members of the Instructional Staff with Public School Experience in Pennsylvania

Attention of the members of the Board was called to the matter of employing members of the instructional staff with public school experience in Pennsylvania.

C. Improvement of Curriculums in the Elementary Schools in the Service Areas of the State Teachers Colleges

Doctor Paul L. Cressman, Director, Bureau of Instruction, appeared before the Board.

Doctor Cressman distributed to the members of the Board copies of the following report which had been prepared with respect to the improvement of the curriculums in the elementary schools in the service areas of the State Teachers Colleges:

"IMPROVEMENT OF CURRICULUMS¹ IN ELEMENTARY SCHOOLS IN
SERVICE AREAS OF OUR TEACHERS COLLEGES

I. SOME COMMON PROBLEMS

It has occurred to the Early Childhood and Elementary Division, Department of Public Instruction, that its main objective, as stated in the above title, is also a means to an end which the State Teachers Colleges are more and more emphasizing, namely, the education of in-service teachers. In other words, in-service teachers develop and become educated by improving the curriculums of their respective schools. There is a growing recognition that State Teachers Colleges can best guide the education of in-service teachers by guiding them in the improvement of their schools. Likewise, one growing objective of the State Teachers Colleges, namely, the education of in-service teachers, is a means to our end, the improvement of curriculums in the elementary schools of State Teachers College areas. The most effective channel to the improvement of school curriculums is through the improvement and education of teachers. Obviously, as has been pointed out, the Early Childhood and Elementary Division of this Department and the State Teachers Colleges have some identical problems.

II. A PROPOSAL TO WORK TOGETHER

The proposal is made that each State Teachers College as a unit collaborate with the Early Childhood and Elementary Division, Department of Public Instruction, in the solution of the problem stated above. Three reasons why this merger of effort may be effective are:

- A. It will give to the school areas increased opportunity to secure sound leadership.
- B. It can give to State Teachers Colleges an increased incentive and an opportunity to make their curriculums more functional.
- C. It will give to the Early Childhood and Elementary Division of the Department opportunity to exercise leadership through educators who have the ability to carry on such a program.
- D. It will lead to better coordinated effort between the State Department and the State Teachers Colleges in the solution of common problems.

¹Throughout this discussion the word "curriculum" is defined as meaning the whole life of the child insofar as the school takes responsibility for it.

III. TWO AVENUES OF APPROACH

Suggestions and plans for working together are solicited heartily. Two avenues of approach and some tentative suggestions relative to procedure are here submitted for the consideration of Presidents of State Teachers Colleges.

- A. Through the continued education of in-service teachers, supervisors, and superintendents of the respective teachers college areas by giving guidance to them in the improvement of their schools.

Just how this can be done in each teachers college area cannot be foreseen. It obviously should not be done in the same way in all areas. The conditions, in each specific instance, should dictate the procedures. It might be proposed, at this time, that as an agency for studying the problem and for making initial plans, a central curriculum committee of carefully chosen faculty members be selected to work with the Early Childhood and Elementary Division. Their study and planning should determine next steps.

Two examples of the initial planning being done in two of our State Teachers Colleges are here given merely for suggestive purposes.

Example 1.

A curriculum construction committee has been organized whose program has been formulated to include

- a. Responsibility for developing and supervising certain centers² in the public schools of the State Teachers College area to a point where these centers may approach an example of effective, all-round curriculum building for schools of that area.
- b. Developing an interest in the work of the center on the part of other schools belonging in the area and discussing and interpreting with them the curriculum of the center under observation; encouraging and helping other schools to apply some of the ideas gained through the guided observation and discussion.

²"Center" here means any classroom or part of a school system working cooperatively on curriculum development with the Committee.

- c. Encouraging and guiding teachers in the keeping of accurate and complete records of what is happening in these centers so far as child development is concerned; sending in to the Elementary Division, Department of Public Instruction, a well written record of any development which might be shared beneficially with other educators of the State.

Example 2.

As an approach to the program, the whole teachers college area has been divided into districts and certain members of the faculty have been chosen to study each area to become acquainted with its characteristics and needs.

These two examples illustrate how the different colleges will likely use differing procedures even though the main objective is common to all.

It is further suggested that if curriculum committees are organized in each college, a central state committee, consisting of one representative from each separate college curriculum committee, be organized to meet with the Early Childhood and Elementary Division periodically to exchange experiences and to help in the solution of common State problems.

B. Through community education.

One important way of improving the work of the elementary school is through a program of community education aimed to enrich the lives of adults in the community so that they appreciate and demand a higher level of school service. As part of a program of community education in teachers college areas, the following suggestions are offered:

1. That a survey of the area, and perhaps a more detailed one of the community adjacent to the college, be made to determine significant facts concerning the lives of the people, and to serve as a basis for the program to be developed.
2. That the program of special services to the community offered by faculty and students of the college be carefully planned so that it helps to develop and interpret cooperatively a sound educational viewpoint rather than serve as miscellaneous entertainment. This would include the community contributions of clubs and special groups on campus, as well as faculty speakers and artists.

3. That some special day or days be planned whose chief purpose is to interpret general educational viewpoints to parents and other interested adults, as well as to teachers in service. Such interpretation could be accomplished through exhibits, demonstrations, assembly programs, and classes at work, with some discussion of the purposes being sought.
4. That already existant organizations, such as parent-teacher associations, be encouraged and helped to develop hobby, recreational, and other groups to enable adults to experience activities now considered essential to the school curriculum, but not available to the older generation. The value of such groups would be two-fold; the pleasure and worth to adults themselves, and the development of an appreciation of the enriched school program.
5. That a program of guidance be offered to parent teacher leaders of the teachers college area. In addition to leadership courses which might be offered on campus, a regular series of conferences with leaders of local associations, held throughout the year as they carry on their local programs, would be particularly helpful.
6. That within desirable limits it be made possible for interested parents to take courses without credit, in order that they have the background for understanding the educational program.
7. That conferences be held whose chief purpose is to bring together all community groups concerned with the welfare of the child and the circumstances in which he lives. Because of the relative isolation of rural schools, and their close relationship to their communities, rural life conferences are especially advised. The survey of the teachers college area should show what organizations and agencies are at work in the area, and what leaders could helpfully cooperate in carrying on such conferences."

Doctor Cressman stated that if the members of the Board were interested in this program, they should get in touch with Doctor Cecilia U. Stuart or Miss Lois Clark of the Early Childhood and Elementary Division of the Department of Public Instruction.

It was suggested that the members of the Board review the program outlined and discuss the matter at the next meeting of the Board.

D. Limitation of Enrolments

Doctor Ade strongly urged the Presidents to limit their enrolments in the State Teachers Colleges and thereby select better qualified students. He stated that the Presidents should upgrade the quality of the output by (1) being careful of their selection of admissions by limiting their enrolments, and (2) by improving the quality of instruction. He urged them to be cautious of faculty appointment, to select persons with outstanding personalities who are a good influence on the campus and who are recognized as outstanding contributors to the field of educational literature.

Doctor Ade advised that a committee be appointed to study the problem of restriction of enrolments and the means by which a policy might be set up to take care of this problem.

On motion by Doctor Steele, seconded by Doctor Tanger, it was voted that the Chairman appoint a committee of five Presidents to study the problem of limitation of enrolments and report subsequently to the Board on the question of policy.

E. Distribution of Tentative Enrolments in Pennsylvania State Teachers Colleges, as of September 19, 1938

Copies of this chart were distributed to the members of the Board for Executive use only.

A copy of this chart follows page 1304 as Exhibit "A".

It was agreed that the setup of this chart should be revised inasmuch as there should be no discrimination between elementary and secondary school students during the first two years.

F. Comparison of Tentative Enrolments in Pennsylvania State Teachers Colleges, September 19, 1938 with September 13, 1937

Copies of this chart were distributed to the members of the Board for Executive use only.

A copy of this chart follows page 1304 as Exhibit "B".

G. Report of Students Meeting Teacher
Certification Standards, Post
Summer Session 1938,
State Teachers Colleges

A copy of this chart follows page 1304 as Exhibit "C".

Miscellaneous

1. Consolidation Project Maps

Photostatic maps showing the consolidation projects in the service areas of the State Teachers Colleges were distributed to the members of the Board with the suggestion that these might serve as a basis for discussion in School Administration courses.

2. State Teachers College Maps

Doctor Klonower distributed to the members of the Board copies of maps indicating the location of the State Teachers Colleges, the name of the President of each institution, and the special curriculums offered at the institutions.

The meeting adjourned at 6:00 P.M.

Approved: _____

10/21/38

Anna Klonower

Lester K. Ade
Lester K. Ade
Superintendent of Public Instruction

EXECUTIVE USE ONLY

Commonwealth of Pennsylvania
 DEPARTMENT OF PUBLIC INSTRUCTION
 TEACHER EDUCATION AND CERTIFICATION
 Harrisburg

DISTRICT OF TENTATIVE ENROLLMENTS
 IN
 PENNSYLVANIA STATE TEACHERS COLLEGES
 AS OF SEPTEMBER 19, 1938

Exhibit "A"

	Total Enrollment		New Enrollment		Four-Year Elementary		Four-Year Secondary		Art		Business		Health		Home Economics		Industrial Arts		Music		Others	
	T	N	T	N	T	N	T	N	T	N	T	N	T	N	T	N	T	N	T	N	T	N
TOTAL	8129	3004	2481	828	2563	943	228	72	758	327	692	266	347	165	338	138	493	182	229	83		
Bloomsburg	661	236	153	53	204	68	-	-	304	115	-	-	-	-	-	-	-	-	-	-	-	-
California	639	263	224	72	193	82	-	-	-	-	-	-	-	-	205	106	-	-	12	3	-	-
Cheyney	139	59	102	47	-	-	-	-	-	-	-	-	-	-	25	8	12	4	-	-	-	-
Clarion	247	130	88	44	159	86	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E. Stroudsburg	462	156	64	19	185	56	-	-	-	-	207	79	-	-	-	-	-	-	-	-	6	2
Edinboro	280	118	32	33	122	57	76	28	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Indiana	1277	481	306	83	231	77	63	21	376	166	-	-	177	90	-	-	124	44	-	-	-	-
Kutztown	472	172	168	74	205	67	89	23	-	-	-	-	-	-	-	-	-	-	-	10	8	-
Lock Haven	372	122	95	30	145	38	-	-	-	-	63	22	-	-	-	-	-	-	-	69	32	-
Mansfield	537	176	104	28	184	46	-	-	-	-	-	-	145	67	-	-	99	35	5	2	-	
Millersville	500	160	171	56	160	64	-	-	-	-	-	-	-	-	121	28	-	-	-	48	12	-
Shippensburg	466	176	152	48	174	66	-	-	78	46	-	-	-	-	-	-	-	-	-	62	16	-
Slippery Rock	542	240	202	84	144	62	-	-	-	-	-	-	-	-	-	-	-	-	-	13	8	-
West Chester	1535	515	570	157	452	174	-	-	-	-	239	79	-	-	-	-	270	105	4	-	-	-

T - Total

N - New

September 27, 1938

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

EXECUTIVE USE ONLY

COMPARISON OF TENTATIVE ENROLMENTS
IN STATE TEACHERS COLLEGES,
SEPTEMBER 19, 1938 with SEPTEMBER 13, 1937

Exhibit "B"

College	Total Sept. 19, 1938	Total Sept. 13, 1937	Gain or Loss	New Students Sept. 19, '38	New Students Sept. 13, '37	Gain or Loss
TOTAL	8129	7364	+ 765	3004	2188	+ 816
Bloomsburg	661	631	" 30	236	173	+ 63
California	639	574	" 65	263	151	" 112
Cheyney	139	123	" 16	59	27	" 32
Clarion	247	178	" 69	130	68	" 62
E. Stroudsburg	462	446	" 16	156	115	" 41
Edinboro	280	231	" 49	118	60	" 58
Indiana	1277	1148	" 129	481	379	" 102
Kutztown	472	425	" 47	172	119	" 53
Lock Haven	372	342	" 30	122	88	" 34
Mansfield	537	536	" 1	176	151	" 25
Millersville	500	487	" 13	160	156	" 4
Shippensburg	466	420	" 46	176	135	" 41
Slippery Rock	542	530	" 12	240	154	" 86
West Chester	1535	1293	" 242	515	412	" 103

September 27, 1938

Section title or heading in the upper middle of the page.

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Exhibit "C"

COLLEGE	Elementary Field		Secondary Field						Elementary and Secondary Special Fields						Total Degree Graduates			
	St. Std. Limited	Normal Cert.	Degree (Specialization)						TOTAL	Art	Business Ed.	Health Ed.	Home Economics	Industrial Arts	Music	TOTAL	No. Grads with no previous teaching experience	No. teachers-in-service who returned for graduation
			TOTAL	Kindergarten-Primary	Intermediate	Rural	Cooperative	TOTAL										
TOTAL	36	1	54	23	27	4	-	35	12	2	3	4	-	2	1	101	25	76
Bloomsburg	3	-	3	1	2	-	-	3	2	-	2	-	-	-	-	8	2	6
California	1	-	1	1	-	-	-	1	1	-	1	-	-	1	-	3	-	3
Cheyney	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Clarion	3	-	3	1	2	-	-	-	2	-	-	2	-	-	-	5	1	4
East Stroudsburg	3	-	-	-	-	-	-	3	2	-	-	-	-	-	-	5	1	4
Edinboro	4	-	1	-	1	-	-	3	-	-	-	-	-	-	-	4	1	3
Indiana	6	1	9	4	5	-	-	3	1	-	1	-	-	-	-	13	2	11
Kutztown	3	-	7	3	4	-	-	9	2	2	-	-	-	-	-	18	6	12
Lock Haven	-	-	1	1	-	-	-	5	-	-	-	-	-	-	-	6	4	2
Mansfield	-	-	1	-	1	-	-	1	-	-	-	-	-	-	-	2	-	2
Millersville	-	-	9	3	4	2	-	-	1	-	-	-	-	1	-	10	2	8
Shippensburg	1	-	4	2	1	1	-	2	-	-	-	-	-	-	-	6	2	4
Slippery Rock	8	-	7	3	4	-	-	1	1	-	-	1	-	-	-	9	1	8
West Chester	4	-	8	4	3	1	-	4	2	-	-	1	-	1	-	14	4	10

September 8, 1938

Date	Description	Debit	Credit	Balance
1890				
Jan 1	Balance forward			
Jan 5	...			
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Jan 15	...			
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Received of
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 day of
 the
 month of
 1890

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, November 18, 1938

D O C K E T

I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, Monday, October 3, 1938.

II. Unfinished Business

- A. Report of the Curricular Revision Committee
 - 1. Content for New Syllabi
 - 2. Social Studies Requirements
- B. Report of the Budget Committee
- C. Report of Dr. Ross re "Marking Systems"
- D. Report of Calendar Committee
- E. Report of Committee re "Limitation of Enrolments"
- F. Reports from the Attorney General's Office
 - 1. Possibility of Providing Liability Protection
 - 2. Report on Play Production Material
- G. Contracts Covering Cooperative Student Teaching
- H. Report of Committee on Entrance Requirements
 - 1. Uniform College Admission Blank
 - 2. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions
- I. Professional Service to Teachers Seeking Employment - Fees
- J. Association of School Film Libraries, Inc.
- K. Improvement of Curriculums in the Elementary Schools in the Service Areas of the State Teachers Colleges

III. New Business

- A. Status and Development of Secondary Building Project
- B. Revision of Enrolment Report
- C. Arrangement of Athletic Schedules in the State Teachers Colleges

MEMORANDUM FOR THE MEMBERS OF THE STATE EXECUTIVE BOARD
DATE: [illegible]

MEMORANDUM

TO: THE MEMBERS OF THE STATE EXECUTIVE BOARD
FROM: [illegible]

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JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, November 18, 1938

A meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Friday, November 18, 1938. The meeting was called to order at 10:00 A.M., Eastern Standard Time.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Pinckney Hill	Cheyney
Paul G. Chandler	Clarion
T. T. Allen	East Stroudsburg
Samuel Fausold	Indiana
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Lester K. Ade, Chairman
Henry Klonower, Secretary

Dr. Carmon Ross of Edinboro was not present due to illness. Doctor Klonower was authorized as Secretary of the Board of Presidents to send flowers and a telegram to Doctor Ross wishing him a speedy recovery..

I. Approval of the minutes of the meeting
of the Board of Presidents held in
Harrisburg, October 3, 1938

On motion by Doctor Allen, seconded by Doctor Fausold, it was voted that the word "bests" be changed to read "tests" on line three of page 1292.

On motion by Doctor Allen, seconded by Doctor Fausold, it was voted that on page 1280 of the minutes of the meeting held September 13, 1938, paragraph II, item 3 be corrected to read "Social Studies" instead of "Science"; it was also voted that the word "history" at the end of line five, paragraph II, item 3, be changed to read "social science."

II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content for New Syllabi

Doctor Steele, Chairman of the Curricular Revision Committee, submitted the following report:

"REPORT OF THE CURRICULAR REVISION COMMITTEE November 18, 1938

1. Re: Content for New Syllabi

The committee believes that ample time has been allowed for experimentation and trying out the courses in the present curriculum. It seems evident that there is need of a study of the areas covered by courses in order to discover overlapping and repetition and to insure the most profitable expenditure of the time of student and instructor. The need for cooperative assistance and advice in certain new courses is apparent.

To enable the committee to begin work on these problems, it is requested that each President furnish to the chairman of the committee on or before January 1, 1939:

- a. Description of all required and elective courses in the elementary, secondary, and special fields which have been offered by his college. The committee recommends that the preparation of these descriptions be made a faculty project and that each instructor be asked to write a description, not exceeding fifty (50) words, of each course he is now teaching or has taught. The description should, as accurately as possible, map the content area which the course should cover and suggest the general character of the instructional approach.
- b. A somewhat detailed outline of the courses in Curriculum Materials as they are offered in his college. This report should show the subject areas covered, the objectives set up, the

personnel conducting the course, the responsibilities of each; who is responsible for coordinating; the number and times of meetings weekly."

On motion by Doctor Steele, seconded by Doctor Miller, it was voted that section 1 of the report of the Committee be adopted.

2. Social Studies Requirements

Doctor Steele, Chairman of the Committee, presented the following report with reference to the social studies requirements:

"2. Re: Social Studies Requirements

The committee appreciates the responses made to its inquiry regarding the report presented at the last meeting of the Board of Presidents. A careful study of these replies was made by the committee and the following report is submitted:

In order to meet the present minimum requirements for certification in Social Studies viz - nine semester hours in History and nine semester hours in Social Science and in order to meet as far as possible suggestions made by members of the Board or their staffs, the Curricular Revision Committee recommends:

- a. That the electives in the third semester of the basic two years of the curricula be reduced from 4-4 to 3-3, thus reducing the total from 17-16 to 16-15.
- b. That the courses, Principles of Sociology and Principles of Economics, listed in the fourth semester, be increased from 2-2 to 3-3. The total student load of this semester is thereby increased from 17-16 to 18-17.
- c. That the elective arrangement in the Social Studies field be amended to read as follows:

Elective Arrangement in the Social Studies Field (Minimum as first field.....) 24 semester hours

I. Required of all students	10 semester hours
History of Civilization	4 4
Principles of Economics or	
Principles of Sociology	3 3
American Government	3 3

II.	Required for elective field in Social Studies . . .	9 semester hours
	Social and Industrial History of the	
	United States	3 3
	Modern European History	3 3
	Principles of Sociology or	
	Principles of Economics	3 3
III.	Electives for Social Studies	at least 5 sem. hours
	Comparative Government	3 3
	Early European History	3 3
	Ethics	2 2
	Evolution of Social Institutions	3 3
	History of England	3 3
	History of the Far East	2 2
	History of Latin America	3 3
	History of Pennsylvania	2 2
	History of the United States I	3 3
	History of the United States II	3 3
	Industrial Relations	2 2
	Introduction to Philosophy	3 3
	Renaissance and Reformation	2 2
	Social Problems	3 3

- d. That the course in History of Civilization 4 - 4
be offered as
 History of Civilization I . . . 2 2
 History of Civilization II . . . 2 2

Respectfully submitted

Q. A. W. Rohrbach
T. T. Allen
Henry Klonower
Robert M. Steale, Chairman"

On motion by Doctor Steele, seconded by Doctor Rowland, it was voted that section 2 of the report of the Committee be approved.

B. Report of the Budget Committee

Doctor Miller, Chairman of the Budget Committee, stated that the Budget Committee had met with Doctor Davis on Thursday, with reference to the so-called Adjustment Fund of \$55,000. He stated that it was the recommendation of the Budget Committee that this fund be distributed in accordance with the formula basis and that such adjustments be made in consideration of losses and decreases in revenue.

Doctor Miller replied that the budgets of some institutions would not permit the adjustment of salaries and, therefore, until there

can be adjustments on an equitable basis for the whole State, the Committee and the Department feel that it would be a mistake to adjust salaries in one institution and not in all.

Doctor Miller pointed out that the request budgets for the next biennium are to be based on the request budgets for the past biennium and that no increases were to be made. He stated that the request budgets for \$3,720,000 would be presented, plus separate requests of \$100,000 for increased operation of new buildings, plus \$218,000 necessary for the adjustment of salaries on the basis of education and experience, plus \$608,000 for the purchase of equipment for new buildings which will not be provided by the General State Authority.

On motion by Doctor Miller, seconded by Doctor Steele, it was voted that the report of the Budget Committee be approved.

C. Report of Dr. Ross re "Marking Systems"

Discussion Postponed.

D. Report of Calendar Committee

Doctor Haas, Chairman of the Calendar Committee, submitted the following report:

"STATE TEACHERS COLLEGE
Bloomsburg Pennsylvania
November 18, 1938

To the Members of the Board of Presidents:

The following report of the Calendar Committee is respectfully submitted:

1. A preliminary copy of the Calendar for 1939-1940 was submitted to the Presidents by mail, under date of September 15, 1938, with the request that each Dean of Instruction recheck in every possible way the dates and figures, the various days involved, etc.
2. At the Meeting of the Board of Presidents held October 3, 1938 the Members of the Board were again reminded that because of the catalog printing the Calendar should be finally approved at the Meeting to be held Friday, November 18, 1938.
3. Replies have been received, since September 15, 1938, to date, from seven institutions. One of these institutions indicates that the Calendar is satisfactory in every detail. Assuming

that those who did not reply are likewise satisfied, the Calendar is approved by eight of the Colleges.

4. Below please find an abstract of the comments made by the six institutions referred to above.
 - a. Intersemester vacation - extend one-half day. May 23. close - instead of May 22.
 - b. December 22 close - instead of December 23. January 24 open in morning instead of afternoon.
 - c. December 22 close - instead of December 23. May 21 close classes - instead of May 22. May 28 close college - instead of May 29.
 - d. Summer Session open June 19 - close July 29. Purpose of comment not clear. Post Summer Session open July 31 - close August 19. Purpose of comment not clear.
 - e. Checked by sampling method - no errors found. Consider Columbus Day, October 12; Washington's Birthday, February 22. Discretion of College as to holidays.
 - f. Training school taught by College Staff - some teachers penalized. December 21 close - instead of December 23 - more time for teachers living in middle-west. September 13 begin classwork - September 11 - 15 Freshman Week - present plan. Comment not clear. Easter vacation make longer - not less than one week. May 24 end classwork - Baccalaureate May 26 - Commencement May 28. Staff feels year too short.

The correspondence outlined above is being returned herewith in order that it may be available for discussion. There is attached also an additional copy of the tentative Calendar.

Yours very truly,

FRANCIS B. HAAS

T. T. Allen
Joseph F. Noonan
Leslie Pinckney Hill
Francis B. Haas, Chairman
Calendar Committee."

Doctor Haas pointed out that the College opens Monday, September 11, 1939, on which date Faculty Service begins; the final date for Entrance Examinations is Tuesday, September 12; Registration and Classification of all Freshmen, Wednesday, September 13; Registration and Classification of all other Classes, Thursday, September 14; Classes begin Friday, September 15.

On motion by Doctor Miller, seconded by Doctor Steele, it was voted to close at Noon, December 21, instead of Noon, December 23, for Christmas vacation.

On motion by Doctor Rowland, seconded by Mr. Swope, it was voted to adopt the Calendar as amended.

On motion by Doctor Miller, seconded by Doctor Rowland, it was voted to amend the adoption of the Calendar as amended, to provide for the observation of holidays at the discretion of the institution with the provision that a fixed number of days be required of all institutions.

A copy of the Calendar as approved by the Board follows, together with a letter to each President from the Committee under date of November 25, 1938:

"STATE TEACHERS COLLEGE
Bloomsburg Pennsylvania
November 25, 1938

To the Members of the Board of Presidents:

Enclosed please find a copy of the Calendar statement, which the Committee, at the request of the Members of the Board, supplies each year.

Please note that the College opens Monday, September 11, 1939, on which date Faculty Service begins.

You are reminded that in accordance with the action of the Board, at the last meeting, the Christmas Vacation begins at Noon, Thursday, December 21, 1939, instead of at Noon, Saturday, December 23, 1939.

You are also reminded that the Committee is to formulate a general statement relating to the minimum of days in the College Year on which classes are to be held, with a further proviso that the determination of holidays to meet the various needs of the Colleges will be at the discretion of the College. This statement, as such, does not affect the body of the Calendar, and since the Committee desires to discuss this matter further before making a recommendation, the statement is not being included at this time.

In order that there may be no misunderstanding on the part of Faculty Members regarding latest date at which they may report to meet the requirements of the Calendar, it seems to me that the first line under "First Semester 1939-1940" should indicate in some way this fact. In the Bloomsburg College, therefore, I believe I shall call for a Faculty Meeting at 9:30 A.M. on Monday, September 11, 1939.

Will the Members of the Calendar Committee, and any others who desire, please write me concerning suggestions for the statement on Holidays and minimum number of class days?

Yours very truly,

FRANCIS B. HAAS

T. T. Allen
Joseph F. Noonan
Leslie Pinckney Hill
Francis B. Haas, Chairman
Calendar Committee

TENTATIVE CALENDAR 1939-1940

Prepared by the Committee on Calendar:

T. T. Allen
Joseph F. Noonan
Leslie Pinckney Hill
Francis B. Haas, Chairman

SUMMER SESSION 1939

Registration Day	Monday, June 19 June 26
Classes Begin	Tuesday, June 20 June 27
Entrance Examinations	Friday, July 14
Session Ends	Saturday, July 29 Aug. 5

POST SESSION 1939

Session Begins	Monday, July 31 Aug. 7
Session Ends	Saturday, Aug. 19 Aug. 26

FIRST SEMESTER 1939-1940

Faculty Meeting and Student Conferences, Beginning	9:30 A.M., Monday, Sept. 11
Final Date for Entrance Examinations	Tuesday, Sept. 12
Registration and Classification of all Freshmen	Wednesday, Sept. 13
Registration and Classification of all Other Classes	Thursday, Sept. 14
Classes Begin	Friday, Sept. 15
Thanksgiving Recess Begins	Wednesday, 12M., Nov. 29
Thanksgiving Recess Ends	Monday, 12M., Dec. 4
Christmas Recess Begins	Thursday, 12M., Dec. 21
Christmas Recess Ends	Tuesday, 12M., Jan. 2
First Semester Ends	After Last Class, Saturday, Jan. 20

SECOND SEMESTER

Second Semester Begins	Wednesday, 12M., Jan. 24
Easter Recess Begins	Thursday, 12M., Mar. 21
Easter Recess Ends	Tuesday, 12M., Mar. 26
Class Work Ends	Wednesday, 12M., May 22

COMMENCEMENT 1940

Alumni Day	Saturday, May 25
Baccalaureate Sermon	Sunday, May 26
Senior Day, Ivy Day, Class Night	Monday, May 27
Commencement	Tuesday, May 28

- Note: - 1. Local items and details, other than indicated, to be arranged by the individual colleges.
 2. Other than Commencement Day, the Commencement Week Activities are merely suggestive.
 3. The Training School Calendar is not included and is to be arranged by the individual Colleges."

E. Report of the Committee re "Limitation of Enrolments"

Doctor Flowers, Chairman of the Committee, reported progress. He stated that the Committee had met for its first meeting prior to the meeting of the Board and felt that it would be necessary to make a comprehensive study of all the institutions with reference to supply and demand.

On motion by Doctor Rowland, seconded by Doctor Hill, it was voted that the report of the Committee be accepted.

F. Reports from the Attorney General's Office

1. Possibility of Providing Liability Protection
2. Report of Play Production Material

No reports had yet been received from the Attorney General's Office and it was agreed to carry the item over on the Docket.

G. Contracts Covering Cooperative Student Teaching

Doctor Noonan, Chairman of the Committee, stated that the matter of contracts covering cooperative student teaching appears to be an individual matter between institutions and local situations. Contracts must be developed in cooperation with the Department.

On motion by Doctor Noonan, seconded by Mr. Swope, it was voted that the item be removed from the Docket.

H. Report of the Committee on Entrance Requirements

1. Uniform College Admission Blank

Doctor Steele, Chairman of the Committee on Entrance Requirements, reported progress and stated that the committee was awaiting replies from several of the institutions.

2. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions

Doctor Steele presented the following report:

"REPORT OF THE COMMITTEE ON ENTRANCE REQUIREMENTS

Re: Maximum Number of Semester Hours Permitted in the Regular Summer and Post-Summer Sessions.

An inquiry was sent to all the Presidents seeking an opinion on the number of semester hours which should be permitted in the Regular Summer Session and Post-Summer Session. On the basis of responses to this inquiry, the Committee recommends that:

A. For the Six Week Summer Session,

1. Six semester hours be considered the normal student load for the six weeks summer session.
2. That seven semester hours may be carried by students of demonstrated ability with the consent of the college authorities.

3. That a maximum of eight semester hours may be permitted in emergency cases or when necessary for graduation or certification, provided, in the opinion of the college authorities, the student's ability justifies this maximum.

B. For the Three Week Post-Summer Session,

1. Three semester hours be considered the normal student load.
2. That in special cases, with the consent of the college authorities, four semester hours may be carried.

Respectfully submitted,

COMMITTEE ON ENTRANCE REQUIREMENTS

Albert Lindsay Rowland
Paul G. Chandler
T. T. Allen
Francis B. Haas
Robert M. Steele, Chairman"

Questions arose concerning the matter of granting credit for graduation purposes and certification purposes. Doctor Klonower pointed out that according to the ruling of the State Council of Education, only one semester hour of credit may be accepted for certification purposes for each week in attendance.

On motion by Doctor Haas, seconded by Doctor Steele, it was voted that the matter be laid on the table until the Committee has time to study the problem.

Doctor Rowland moved, and Doctor Flowers seconded the motion, that the report be raised from the table.

The motion did not carry.

I. Professional Service to Teachers Seeking
Employment - Fees

Doctor Klonower spoke briefly on the meeting of approximately seventy representatives of colleges and universities for the purpose of organizing Appointment and Placement Services. It was agreed that copies of the minutes of this meeting should be sent to each of the members of the Board for their perusal.

On motion by Doctor Rohrbach, seconded by Doctor Chandler, it was voted that the item be removed from the Docket.

J. Association of School Film Libraries, Inc.

On motion by Doctor Flowers, seconded by Doctor Miller, it was voted that the item be removed from the Docket.

K. Improvement of Curriculum in the Elementary Schools in the Service Areas of the State Teachers Colleges

On motion by Doctor Fausold, seconded by Doctor Noonan, it was voted that the item be removed from the Docket.

III. New Business

A. Status and Development of Secondary Building Project

Doctor Ade stated that he had nothing official to report on the status and development of the secondary building project. Doctor Ade said that he thought nothing would happen before January 1 with reference to the Secondary Program.

Doctor Allen, who is a member of the School Employees' Retirement Board, stated that he had talked with Mr. James P. Rossiter, Chief Counsel for the General State Authority and Mr. Rossiter had told him that there was practically no hope that the project would be financed by the P.W.A. Doctor Allen stated that Mr. Rossiter told him that he was planning to ask the School Employees' Retirement Board to purchase about \$7,000,000 worth of bonds which would take care of the equipment for new buildings.

Doctor Allen stated that the School Employees' Retirement Board had already decided to purchase \$6,000,000 worth of bonds, \$4,000,000 of which was to cover the State's share of the P.W.A. grant, and \$2,000,000 of which was to be a Revolving Fund so that the contractors might be paid promptly before money came from Washington.

B. Revision of Enrolment Report

On motion by Doctor Steele, seconded by Doctor Tanger, it was voted that a committee be appointed to revise the Enrolment Report.

C. Arrangement of Athletic Schedules in State Teachers Colleges

On motion by Doctor Rowland, seconded by Doctor Rohrbach, it was voted that the Athletic Committee of the Board of Presidents be authorized and instructed to call a meeting to be held at some time in the near future for representatives of the Colleges that are interested in attending, for the purpose of building an Intercollegiate Athletic Schedule.

D. Summary of Enrolments in Pennsylvania State Teachers Colleges as of October 15, 1938.

A copy of this chart follows page 1319 as Exhibit "A".

THE UNIVERSITY OF CHICAGO

PHILOSOPHY DEPARTMENT

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E. Miscellaneous

1. Future Teachers of America

Doctor Klonower advised the members of the Board that he had been appointed State Organizer of Future Teachers of America for Pennsylvania by Dr. Joy Elmer Morgan, Editor, The Journal, National Education Association of the United States. He read to them a letter which he had received from Doctor Morgan giving suggestions for developing the movement in Pennsylvania. Doctor Klonower pointed out that it is necessary for him to set as a goal the organization of FTA clubs in ten high schools, well distributed throughout the State, and asked the cooperation of the Presidents of the State Teachers Colleges in accomplishing this goal.

2. Safety Education

Doctor Klonower asked whether it would be advisable for two institutions, one in the eastern part of the State and one in the western part of the State, beginning with the second semester, to conduct an experimental teacher education course in Safety Education - with particular emphasis on automobile driving for teachers in service.

Doctor Haas stated that Bloomsburg offered such a course as an approved free elective last summer, had circularized four thousand teachers, made arrangements with the A.A.A. but did not have a single teacher express any interest in the course.

Doctor Chandler moved that it be recommended to the Superintendent that consideration be given to the possibility of conducting in a number of the State Teachers Colleges experimental teacher education courses in Safety Education with special emphasis on Automobile Driving.

After a discussion of the problem, Doctor Chandler withdrew his motion and it was agreed that the course should be offered as a free elective by those institutions desiring to conduct the course.

3. Secondary School Standards

Dr. Paul L. Cressman, Director of the Bureau of Instruction, appeared before the Board.

Doctor Cressman spoke of the plan to study nine large secondary schools in Pennsylvania using the material and procedures recommended by the Cooperative Study of Secondary School Standards. He stated that conferences will be held which will afford an explanation of what has been accomplished to date by the Cooperative Committee together with plans as to how the new standards will be applied in improving the secondary education in Pennsylvania.

4. Audiometers

Doctor Cressman was asked whether the Department had any objections to the Colleges' securing the audiometers now in the offices of the County Superintendents for the purpose of demonstration purposes and use when they are not being used by the County Superintendents.

Doctor Cressman stated that the Department had no objection, and also stated that he felt the Presidents could secure the audiometers from the County Superintendents in their service areas.

5. Relationship with Pennsylvania
State College

Doctor Klonower read to the members of the Board the following telegram which he received from Dr. Ralph D. Hetzel, President, Pennsylvania State College:

"W E S T E R N
U N I O N

November 17 P.M. 9 19

PB37 50 NL XC State College Penn 17

Dr. Henry Klonower
Director Teacher Education and Certification
State Department of Pub Instn
Harrisburg Penn

Would the Board of Presidents of the State Teachers Colleges care to appoint a committee to confer with representatives of the Pennsylvania State College for the purpose of coordinating educational policies particularly those relating to students who take work at both a State Teachers College and the Pennsylvania State College?

R. D. Hetzel"

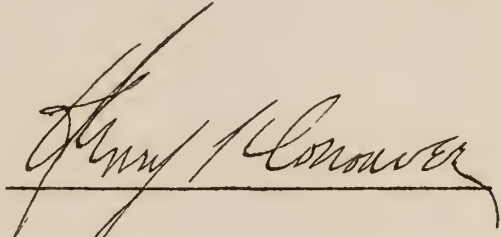
On motion by Doctor Steele, seconded by Doctor Flowers, it was voted that the Secretary be authorized to advise Doctor Hetzel that this matter has been referred to the committee on "Relations with Pennsylvania State College" to cooperate with him in considering such matters as he may have in mind and that all cases in which there has been difficulty with Pennsylvania State College be referred to Doctor Haas as Chairman of the Committee.

6. Middle States Association of
Colleges and Secondary Schools

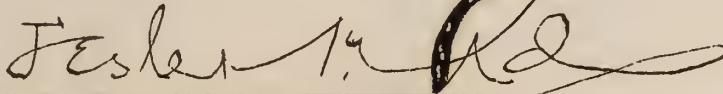
Doctor Rowland stated that he was planning to file an application for membership with the Middle States Association of Colleges and Secondary Schools but pointed out that the application called for the ranking of faculty members.

On motion by Doctor Rowland, seconded by Doctor Steele, it was voted that the Committee on Ranking bring in a report at the next meeting of the Board.

The meeting adjourned at 1:40 P.M.


Henry Crowder

Approved: Dec. 5, 1938



Lester K. Ade
Superintendent of Public Instruction

DISTRIBUTION OF STUDENTS IN STATE TEACHERS COLLEGES BY COUNTIES - AS OF OCTOBER 15, 1938

COUNTY	TOTAL	Bloomsburg	California	Cheyney	Clarion	East Stroudsburg	Edinboro	Indiana	Kutztown	Look Haven	Mansfield	Millersville	Shippensburg	Slippery Rock	West Chester
TOTAL	8357	665	653	165	261	487	292	1311	492	383	556	507	483	553	1549
Adams	38	1	-	-	-	-	-	3	-	-	1	4	19	-	10
Allegheny	464	-	92	5	15	2	10	165	-	4	3	3	-	161	4
Armstrong	80	-	3	-	4	-	1	66	-	-	-	-	-	5	1
Beaver	76	-	3	-	1	-	7	17	-	1	-	-	5	41	1
Bedford	35	-	1	-	-	-	-	12	-	3	-	3	8	-	8
Berks	272	6	-	-	-	23	-	2	181	2	1	9	-	-	48
Blair	144	-	2	-	-	-	-	37	-	26	1	24	37	3	14
Bradford	107	4	-	-	-	6	1	2	-	1	89	-	-	-	4
Bucks	90	4	-	1	-	9	1	1	1	1	-	6	3	-	63
Butler	131	-	2	-	-	-	1	7	-	-	-	-	-	120	1
Cambria	207	-	7	-	-	1	1	162	-	11	3	2	6	3	11
Cameron	2	-	-	-	-	-	-	-	-	1	1	-	-	-	-
Carbon	67	6	-	-	-	18	1	2	10	-	5	-	1	-	24
Centre	24	-	-	-	-	1	-	7	-	12	1	-	-	-	3
Chester	304	1	-	14	-	2	2	-	3	-	4	10	-	-	268
Clarion	135	-	-	-	128	-	-	4	1	-	-	1	-	1	-
Clearfield	77	1	2	-	3	-	-	29	-	32	1	-	1	5	3
Clinton	190	-	-	-	-	-	-	-	-	188	2	-	-	-	-
Columbia	220	205	-	-	-	6	-	1	-	-	3	1	-	-	4
Crawford	76	-	-	-	6	1	54	5	-	-	2	-	-	8	-
Cumberland	166	-	1	-	-	-	-	10	1	1	2	5	125	-	21
Dauphin	142	11	1	4	-	1	1	10	4	-	4	13	55	-	38
Delaware	344	1	-	26	-	4	-	1	2	1	4	12	3	-	290
Elk	22	-	2	-	9	-	1	4	-	6	-	-	-	-	-
Erie	192	-	5	-	3	-	155	13	2	-	1	-	-	12	1
Fayette	182	-	153	1	-	-	-	18	-	4	2	-	-	3	1
Forest	5	-	-	-	4	-	1	-	-	-	-	-	-	-	-
Franklin	131	-	-	1	-	2	-	5	-	-	-	3	108	-	12
Fulton	11	-	-	-	-	-	-	1	-	1	-	-	9	-	-
Greene	26	-	18	-	-	-	-	7	-	-	-	-	-	1	-
Huntingdon	22	-	-	-	-	-	-	4	-	2	-	1	11	-	4
Indiana	345	-	-	-	-	-	-	341	-	-	-	-	-	4	-
Jefferson	92	-	1	-	34	-	2	51	-	1	-	-	-	2	1
Juniata	15	-	-	-	-	-	-	3	-	-	-	-	8	-	4
Lackawanna	140	30	-	-	-	68	-	-	-	2	26	2	-	-	12
Lancaster	334	1	-	-	-	-	1	5	1	-	4	283	4	-	35
Lawrence	109	-	1	-	3	-	4	19	-	-	1	-	-	81	-
Lebanon	47	-	-	-	-	-	-	5	-	6	16	1	-	-	19
Lehigh	208	14	-	-	-	21	-	5	133	1	2	3	1	-	28
Luzerne	378	175	1	-	-	69	-	5	11	3	50	7	-	-	57
Lycoming	86	10	-	-	-	7	-	-	-	41	25	-	1	-	2
McKean	48	-	1	-	11	-	2	4	-	4	23	-	2	1	-
Mercer	78	-	1	2	3	-	7	22	-	-	1	-	1	41	-
Mifflin	29	-	1	-	-	-	-	4	-	3	-	1	12	3	5
Monroe	126	-	-	-	-	121	-	1	-	-	-	1	-	-	3
Montgomery	205	2	2	7	-	2	1	8	17	-	3	6	6	-	151
Montour	35	29	-	-	-	1	-	1	-	-	3	-	-	-	1
Northampton	96	1	-	-	-	41	-	3	22	-	1	3	-	-	25
Northumberland	110	77	1	-	-	3	-	1	1	9	2	5	1	-	10
Perry	28	2	-	-	-	-	-	5	-	-	4	3	10	1	3
Philadelphia	374	3	-	96	-	7	-	-	4	-	-	14	3	-	247
Pike	7	-	-	-	-	5	-	-	1	-	-	-	-	-	1
Potter	26	2	-	-	1	1	1	1	-	2	18	-	-	-	-
Schuylkill	262	51	-	-	-	22	-	5	88	1	20	13	8	-	54
Snyder	13	3	-	-	1	-	-	-	-	5	1	1	2	-	-
Somerset	72	-	8	-	-	1	3	39	2	8	-	3	1	5	2
Sullivan	10	4	-	-	-	3	-	-	-	-	3	-	-	-	-
Susquehanna	45	2	-	-	-	3	1	-	-	-	38	-	-	-	1
Tioga	154	-	-	-	-	1	-	1	-	1	151	-	-	-	-
Union	16	6	-	-	-	2	-	-	-	4	3	-	-	-	1
Venango	54	-	1	-	22	-	9	10	-	-	-	-	-	12	-
Warren	35	-	-	-	8	-	15	6	-	-	2	-	-	4	-
Washington	265	-	241	3	-	-	2	27	-	-	1	-	-	11	-
Wayne	23	2	-	-	-	6	-	1	1	-	8	-	-	-	5
Westmoreland	280	-	101	-	5	-	2	142	-	-	-	1	2	24	3
Wyoming	26	7	-	-	-	4	-	-	-	-	14	-	1	-	-
York	122	3	1	-	-	1	2	5	1	-	6	46	28	-	29
Total from Penna.	8295	664	653	160	261	465	289	1310	492	382	546	505	483	552	1533
From Other States	62	1	-	5	-	22	3	1	-	1	10	2	-	1	16

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, January 20, 1939

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, Friday, November 18, 1938.
- II. Unfinished Business
 - A. Report of the Curricular Revision Committee
 1. Content for New Syllabi
 - B. Report of the Budget Committee
 - C. Report of Dr. Ross re "Marking Systems"
 - D. Report of the Calendar Committee
 1. Definition of "Semester Hour"
 - E. Report of Committee re "Limitation of Enrolments"
 - F. Reports from the Attorney General's Office
 1. Possibility of Providing Liability Protection
 2. Report on Play Production Material
 - G. Report of the Committee on Entrance Requirements
 1. Uniform College Admission Blank
 2. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions
 - H. Revision of Enrolment Report
 - I. Arrangement of Athletic Schedules in the State Teachers Colleges
 - J. Relations with Pennsylvania State College
 - K. Report on Ranking of Faculty Members

III. New Business

- A. Revision of Catalogues
- B. Nursery Schools Conducted Through WPA
- C. The Purchase of Musical Instruments out of Regular College Funds
- D. The Purchase of Furniture and other Equipment to Suit the Needs of Individual Institutions
- E. Placement Charts as of October 1, 1938
- F. Study of Academic Standards of Students Living on the Campus as Compared with Students Living off the Campus
- G. Presentation of Pictures and Lectures on Wild Life Conservation by the Pennsylvania Game Commission
- H. Evaluation of Credentials
- I. Professional Status of Teachers
- J. Teacher Education Curriculumms

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

.Friday, January 20, 1939

A meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Friday, January 20, 1939. The meeting was called to order at 10:30 A.M., Eastern Standard Time.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Pinckney Hill	Cheyney
Paul G. Chandler	Clarion
Tracy T. Allen	East Stroudsburg
Carmon Ross	Edinboro
Samuel Fausold	Indiana
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Lester K. Ade, Chairman
Henry Klowner, Secretary

I. Approval of the minutes of the meeting of the Board of Presidents held in Harrisburg, November 18, 1938.

On motion by Doctor Allen, seconded by Doctor Rohrbach, it was voted that the minutes of the meeting of October 3, 1938, as corrected by the minutes of the meeting of November 18, 1938, be finally approved by the Board.

On motion by Doctor Flowers, seconded by Doctor Steele, it was voted that the minutes of the meeting of November 18, 1938, be approved as corrected.

II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content for New Syllabi

Doctor Steele, Chairman of the Curricular Revision Committee, reported progress.

2. Proposed Curriculum in Library Science

Doctor Steele presented the following report of the Curricular Revision Committee with reference to the proposed curriculum in Library Science:

"THE PROPOSED CURRICULUM IN LIBRARY SCIENCE

The Staffs in Library Science and the Presidents at Clarion, Millersville, and Kutztown met with the Curricular Revision Committee of the Board of Presidents and agreed that the following curriculum, if agreed to by the Board of Presidents, be submitted to the Board of Education for Librarianship of the American Library Association for approval:

Proposed Curriculum in Library Science

I. Junior Year	Semester Hours
Reading guidance for young children and story telling	3
Book selection and reading guidance for youths	4
Books and libraries for adult education	<u>3</u>
	10
II. Senior Year	
Technical processes: cataloging and classification	4
Use of reference materials	4
Book selection for elementary school libraries	3
Curriculum enrichment materials for junior and senior high schools	3
Organization, administration, and observation of school libraries	<u>6</u>
Total	<u>20</u> 30

If the American Library Association approves the foregoing 30 semester hours of library science courses, it would follow that candidates for a degree in this curriculum would be required to complete all required courses now set up in the secondary curriculum, as well as, elective courses which in the aggregate would total 128 semester hours.

Respectfully submitted,

Q. A. W. Rohrbach
T. T. Allen
Henry Klonower
Robert M. Steele, Chairman"

On motion by Doctor Steele, seconded by Doctor Miller, it was voted that the report of the Curricular Revision Committee be adopted.

B. Report of the Budget Committee

Doctor Miller, Chairman of the Budget Committee, stated that the Committee had no report to make at this meeting.

Doctor Ade read to the members of the Board a communication which he had received from Governor James pointing out the necessity for economies during the remainder of the fiscal year. Such economies might be brought about by a review of personnel and other expenditures. The economies were to become effective February 1, 1939.

Doctor Ade stated that each of the institutions should effect an average saving of approximately \$2,500 with the larger institutions contributing more than the average. He further requested each member of the Board to write to him stating how each planned to meet the saving.

C. Report of Dr. Ross re "Marking Systems"

Doctor Ross reported progress.

D. Report of the Calendar Committee

1. Definition of "Semester Hour"

Doctor Haas, Chairman of the Calendar Committee, stated that the Calendar Committee had no report to make at this time.

Doctor Haas did not believe that the definition of the "semester hour" came under the jurisdiction of the Calendar Committee.

He stated that he had merely sent a letter to each of the members of the Board calling their attention to some questions that had been raised by Doctor Ross with reference to the semester hour.

It was agreed, however, that the minimum amount of time that must be given to actual classroom recitation is fifty minutes.

E. Report of the Committee re "Limitation of Enrolments"

Doctor Flowers, Chairman of the Committee, reported progress.

F. Reports from the Attorney General's Office

1. Possibility of Providing Liability Protection
2. Report on Play Production Material

A report had not yet been received from the Attorney General's Office. It was agreed that the matter should be carried over on the Docket.

G. Report of the Committee on Entrance Requirements

1. Uniform College Admission Blank

Doctor Steele, Chairman of the Committee, reported progress.

2. Maximum Number of Semester Hours Permitted in the Regular and Post-Summer Sessions

On motion by Doctor Haas, seconded by Doctor Steele, it was voted that item G-2 be raised from the table.

On motion by Doctor Rowland, seconded by Doctor Haas, it was voted that the report of the Committee on Entrance Requirements which appears on pages 1314 and 1315 of the minutes of the meeting of the Board of Presidents held November 18, 1938, with reference to the maximum number of semester hours permitted in the regular summer and post-summer sessions be approved.

H. Revision of Enrolment Report

Doctor Steele, Chairman of the Committee, reported progress. He stated that he proposed to submit at the next meeting of the Board the modifications recommended.

*approved by
in original*

I. Arrangement of Athletic Schedules in
the State Teachers Colleges

Doctor Allen, Chairman of the Athletic Committee, reported that a meeting had been called on December 9, 1938, at which representatives from all the State Teachers Colleges, except one, were present. He reported that forty-two different contests had been scheduled at that meeting.

On motion by Doctor Rowland, seconded by Mr. Swope, it was voted that in adopting this report with thanks, the Board go on record as favoring annual meetings of this group for the purpose of preparing schedules.

J. Relations with Pennsylvania State College

Doctor Klonower read to the members of the Board the following letter which he had sent to Doctor Hetzel following the last meeting of the Board and the reply which he had received from Doctor Hetzel:

"November 18, 1938

Dr. Ralph D. Hetzel
President, The Pennsylvania State College
State College, Pennsylvania

Dear Doctor Hetzel:

I discussed the contents of your telegram on November 17, 1938, with the Board of Presidents at our meeting today and I sensed a feeling of cordial appreciation of your invitation to have a small committee of the Board confer with representatives of Pennsylvania State College for the purpose of developing a cooperative relationship. This is especially true since the teacher education program contemplates graduate work for permanent college certificates. We must develop available opportunities for thousands of teachers who will subsequently complete their graduate work in institutions in Pennsylvania. Pennsylvania State College and other State-aided institutions should certainly play a very important part in this program.

If you will name a small committee, I shall advise a committee of the Board of Presidents and then we can arrange for a meeting at once.

With kind personal regards, I am

Very cordially yours

Henry Klonower
Director, Teacher Education
and Certification"

"THE PENNSYLVANIA STATE COLLEGE
STATE COLLEGE, PA.

Office of the President

November 23, 1938

Dr. Henry Klonower
Director, Teacher Education
Department of Public Instruction
Harrisburg, Pennsylvania

Dear Doctor Klonower:

Thank you for your letter of November 18 advising that the Board of Presidents of the teacher colleges of the State has approved the suggestion made in my telegram of November 17 that small committees be appointed from the Board of Presidents and from The Pennsylvania State College for the purpose of discussion some of the problems related to teacher training in which we have a common interest.

I think I should explain that my resort to the telegram was due to advice I received that the Board was to meet on the 17th and I felt that the matter was of sufficient importance to deserve early attention.

I am holding some preliminary conferences with our people during the next two or three days and I shall write you following these, particularly naming the members of our committee and suggesting for your consideration a time and place for the meeting.

I appreciate this further evidence of your helpful cooperation.

Sincerely yours,

R. D. HETZEL
President"

Doctor Haas stated that he thought Doctor Rowland, who is Chairman of the Committee re "Recognition by the Middle States Association", should continue as Chairman of this Committee.

On motion by Doctor Steele, seconded by Doctor Haas, it was voted to delete the phrase "committee on Relations with Pennsylvania State College" and to insert the phrase "committee re "Recognition by Middle States Association" at the bottom of page 1318 of the minutes of the meeting of the Board of Presidents held November 18, 1938, and to delete the name of "Doctor Haas" and insert the name of "Doctor Rowland" as Chairman of the Committee.

K. Report of the Ranking of Faculty Members

Doctor Miller, Chairman of the Budget Committee, reported that the committee had submitted a report which appears on pages 1173 and 1174 of the minutes of the meeting of the Board of Presidents held May 14, 1937, and which was held in abeyance by the Superintendent of Public Instruction,

On motion by Doctor Miller, seconded by Doctor Rowland, it was voted that the Superintendent of Public Instruction be requested to reconsider his action.

approved held in abeyance

III. New Business

A. Revision of Catalogues

It was pointed out that during a previous administration a policy was adopted which provided for certain number of catalogues, certain number of educational publications, and the distribution of the catalogues in the State Teachers Colleges. It was stated that there now appeared to be some digressions from that established policy.

Doctor Rowland inquired whether it would be Doctor Haas' thought, as Chairman of the Committee on Publications, that it would be proper to reconsider this matter and make any new suggestions and recommendations.

Doctor Haas stated that a committee was appointed as a result of a request from Doctor Logan when he previously was in the Budget Office. He stated that Doctor Logan had asked the Superintendent to appoint a committee to draft what would be a reasonable budget policy regarding publications. The report sent to Doctor Logan was accepted and the Budget Office was instructed to use it as the policy during that administration which would be followed with reference to printing requests.

On motion by Doctor Steele, seconded by Doctor Flowers, it was voted that the Committee on Publications, of which Doctor Haas is Chairman, be appointed to review the policy with reference to publications in the State Teachers Colleges and report at a subsequent meeting of the Board.

B. Nursery Schools Conducted Through WPA

Doctor Klonower read to the members of the Board the following letter which Doctor Ade had received from Dr. L. R. Alderman, Director, Education Division, Works Progress Administration, Washington, D. C., and Doctor Ade's reply thereto:

"WORKS PROGRESS ADMINISTRATION
Walker-Johnson Building
1734 New York Avenue N.W.
Washington, D. C.

Harry L. Hopkins
Administrator

December 7, 1938

Dr. Lester K. Ade
State Superintendent of Public Instruction
Harrisburg, Pennsylvania

My dear Dr. Ade:

The work of the nursery schools provided by the Works Progress Administration, under the sponsorship of the State Departments of Education, has brought to many educators the significance of what happens to children before school age.

Some educators have told me that they think even in a decade from now we may consider what happens to children before they go to school equally as important as what happens to them after they go to school. Our experiences of the last five years have shown how willing most parents are to learn all they can about rearing their young children.

There are as yet, few teacher training institutions in the country which give special attention to this new trend in education, and the time may now have arrived when at least one institution in each state might well do pioneer work in this field. I am wondering if you may not wish to call this matter to the attention of one or more of your teachers' colleges, or schools of education. Primary, intermediate, and secondary teachers might well do much more work with parents than they now do and they could profit by training in parent education which is an essential part in the training of nursery school workers. Even though the demand might not justify an institution's giving a course specifically for teaching in the nursery school field, yet if it were called to their attention they might wish to develop a course, combining preparation for work with parents of children of any age with some specific preparation for work with young children and their parents.

Since we want to keep in touch with all training facilities useful to our WPA workers, I shall appreciate it if you will let me know of any new developments which may occur in your state as well as your reaction to this suggestion.

Very sincerely,

L. R. Alderman, Director
Education Division"

"December 12, 1938

Dr. L. R. Alderman
Director, Education Division
Works Progress Administration
Walker-Johnson Building
1734 New York Avenue NW.
Washington, D. C.

Dear Doctor Alderman:

I am very much interested in your letter of December 7, 1938, which refers to the work of the nursery schools provided by the Works Progress Administration. As you know, we have done some experimental work in this field here in our State and, particularly, through the State Teachers Colleges. This entire field of early childhood education is given much emphasis in the program for the education of elementary teachers who will be employed to teach children in the lower age levels. I am inclined to believe that if the public schools should at some time in the future take over the nursery schools as an integral part of their educational system, we would be in a fairly good position to prepare teachers for this type of service.

I have asked Dr. Henry Klonower, Director, Teacher Education and Certification, in this Department, to bring the whole matter to the attention of the presidents of the State Teachers Colleges at their next meeting.

Sincerely yours

LESTER K. ADE"

There was general agreement that this whole area of early childhood education represents a fertile field for development and that the nursery schools which have been operated clearly indicate the advantages that accrue both to pupils enrolled and prospective teachers who were brought into the picture.

Each of the presidents expressed a definite desire to establish units in the lower age levels of child life but the difficulty that stands in the way of this program is the lack of available funds.

It was suggested that Doctor Ade express to Doctor Alderman the presidents' appreciation for the fine cooperation which they had received from the Works Progress Administration and the hope that experiments will continue to be carried on in Pennsylvania.

C. The Purchase of Musical Instruments out of Regular College Funds

Doctor Ross had raised the question with reference to the purchase of musical instruments out of regular college funds but stated that in view of the present economy program to be undertaken, he did not wish to have any action taken on the matter.

Doctor Klonower read the following policy that had been adopted by the Department with reference to the purchase of musical instruments:

"It was agreed that the basis for determining whether State funds should be used to purchase band instruments at State Teachers Colleges was whether this activity is considered a part of the instructional program. Indiana, Mansfield, and West Chester State Teachers Colleges maintain a music department. Instruction on band instruments is part of the instructional program at these three institutions. At the other institutions the only instruction in music consists of a sufficient amount of instruction in the subject for teachers to teach music required in the elementary curriculum and the music teacher at these institutions is not charged with the instruction of band instruments. Therefore, in these institutions the band is not part of the instructional program and therefore the purchase of any band instruments should be paid out of the Student Activity Fund and not out of State funds. All State Teachers Colleges except Indiana, West Chester, and Mansfield would be included under this reasoning."

D. The Purchase of Furniture and other Equipment to Suit the Needs of Individual Institutions

On motion by Doctor Rowland, seconded by Doctor Hill, it was voted that this item be continued on the Docket.

E. Placement Charts as of October 1, 1938

A copy of these charts follows page 1336 as Exhibit "A".

F. Study of Academic Standards of Students Living on the Campus as Compared with Students Living off the Campus

A discussion took place as to the academic accomplishments of students living on the campus as compared with students living off the campus. Some indicated that evidence appeared to sustain the fact that students living on the campus rated higher in academic and professional attainments than those who were obliged to live in houses off the campus. One institution had conducted a survey to determine the facts and it appeared that those students living in the dormitories progressed more rapidly than those living outside the dormitories.

It was suggested that each institution, at some convenient time, look into the matter and that eventually reliable data might be developed in connection with this whole matter.

G. Presentation of Pictures and Lectures on Wild Life Conservation by the Pennsylvania Game Commission

Doctor Klonower read to the members of the Board the following letter which he had received from Mr. Leo A. Luttringer, Jr., Chief of Education, Pennsylvania Game Commission:

"PENNSYLVANIA GAME COMMISSION
Harrisburg

January 5, 1939

Dr. Henry Klonower, Director
Teacher Education and Certification
Department of Public Instruction
Harrisburg, Pennsylvania

Dear Dr. Klonower:

Having learned of your tremendous interest in promoting worthwhile programs in the state teachers' colleges I am wondering whether or not you would seriously consider having one of our lecturers attend each college through a pre-arranged itinerary and speak and show motion pictures on the subject of wildlife conservation. We have a highly trained man for the purpose and an excellent collection of motion picture subjects. It seems to me that inasmuch as there is so much interest being manifested in wildlife these days, particularly in the schools, we should give every potential teacher an opportunity to study its background and be in a position to relay the message to his or her pupils when the opportunity arises.

Your cooperation in this respect will be greatly appreciated.

Very truly yours,

Leo. A. Luttringer, Jr.
Chief of Education"

On motion by Doctor Rowland, seconded by Doctor Steele, it was voted that the Board express appreciation to Mr. Luttringer for the invitation and to advise him of the desire on the part of the members of the Board to cooperate and to have one of the lecturers appear on their campus to conduct such a program.

H. Evaluation of Credentials

It was pointed out that the Department of Public Instruction felt that the Deans of Instruction in the State Teachers Colleges were now sufficiently familiar with the requirements for graduation and that the pre-approval of the credentials of candidates for graduation is no longer necessary.

On motion by Doctor Steele, seconded by Doctor Tanger, it was voted that the procedure by which pre-approval of the Department has heretofore been requested for candidates for the baccalaureate degree be discontinued.

I. Professional Status of Teachers

Doctor Klonower distributed to the members of the Board a copy of Bulletin No. 150, "Professional Status of Teachers", which had been prepared recently by the office of Teacher Education and Certification and stated that additional copies were being sent to each of the institutions.

J. Teacher Education Curriculums

A copy of Bulletin No. 153, "Teacher Education Curriculums", was distributed to each member of the Board.

Attention was called to page 17, II - Required for Elective Field in Social Studies - in which Social and Industrial History of the United States is indicated as 2 - 2 and should be 3 - 3.

On motion by Doctor Haas, seconded by Doctor Flowers, it was voted that Bulletin No. 153, "Teacher Education Curriculums", be referred to the Curricular Revision Committee for the purpose of review and to point out such inconsistencies with the approved curriculums as may exist.

K. Miscellaneous

1. Death of Mrs. Elizabeth Ogden Smith

Doctor Ade called the attention of the members of the Board to the death of Mrs. Elizabeth Ogden Smith, wife of Doctor Smith (Andrew Thomas) one of the former presidents of the State Teachers College at West Chester. Doctor Ade spoke highly of Mrs. Smith and expressed his deep regrets.

2. Equipment for New Buildings

Dr. HuBert C. Eicher, Chief, School Plant Division, Bureau of Administration and Finance, appeared before the Board.

Doctor Eicher stated that since the receipt of the original requests from the Presidents setting up their requests for equipment under A, B, C, D, four lists had been prepared, the last list was submitted to Property and Supplies a week ago. He stated that the Department had no definite word as to when the equipment would be received but that he was hopeful it would come through by August 1, 1939.

Doctor Eicher stated that the Public School Employees Retirement Board provided for financing the equipment when FWA was forced to discontinue its aid. This money is to finance all necessary equipment for the buildings. He stated that the Department was considering the program of necessary equipment to open and operate the buildings.

Doctor Eicher illustrated what was being considered necessary equipment. He stated that when one of the lists had been submitted, it called for fire extinguishers. This was ruled out. He pointed out, however, that the buildings cannot be opened without fire extinguishers. This was considered as necessary equipment.

Doctor Eicher stated that the School Plant Division of the Department is refusing to sign any certificates for any of the projects until such buildings are made "usable." He pointed out that once they sign the certificates, the buildings become the property of the Commonwealth of Pennsylvania and they must assume responsibility for maintenance and operation, insurance, rentals, et cetera.

3. Letter of Appreciation from Doctor Ross

Doctor Klonower read to the members of the Board the following letter of appreciation from Doctor Ross:

"COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC INSTRUCTION
State Teachers College
Edinboro, Pennsylvania

December 17, 1938

Dr. Henry Klonower, Director
Teacher Education and Certification
Department of Public Instruction
Harrisburg, Pa.

My dear Dr. Klonower:

I desire to thank the members of the Board of Presidents of the State Teachers Colleges for the beautiful flowers sent to me when I was in the hospital in Cleveland. I assure you that this thoughtfulness was very much appreciated.

I have returned to my home from Cleveland very much improved, and in a few days I shall be back at my work.

With personal regards, I am

Very sincerely yours,

Carmon Ross, President
STATE TEACHERS COLLEGE, EDINBORO"

4. Safety Education

Doctor Klonower read to the members of the Board the following letter which he had received from Dr. Amos E. Neyhart, Administrative Head, Institute of Public Safety, Pennsylvania State College:

"THE PENNSYLVANIA STATE COLLEGE
Extension Services
STATE COLLEGE, PENNSYLVANIA

Informal Instruction Division

January 11, 1939

Mr. Henry Klonower, Director
Teacher Education and Certification
Department of Public Instruction
Harrisburg, Pennsylvania

Dear Mr. Klonower:

We received a letter from Mr. W. L. Robinson, Assistant Director, Safety & Traffic Engineering Department American Automobile Association, advising us that you are interested in having the fourteen State Teachers Colleges in the State of Pennsylvania offer courses in Driver Education and Training during the 1939 summer sessions. Mr. Robinson felt that perhaps you would be interested in having me drop around to your office the next time I am in Harrisburg to discuss this special activity with you. If this suggestion meets with your full approval, I shall be very happy to call on you the next time I am in Harrisburg.

If you have any particular questions regarding this work we shall be pleased to try to answer them for you, immediately, if you get in touch with us.

Perhaps arrangements could be made for a teacher training course for the college instructors from the fourteen State Teachers Colleges in the State of Pennsylvania to be held here at The Pennsylvania State College. Our Institute of Public Safety extends to you this invitation. We have all the facilities for such a training program here at our college.

Very sincerely yours,

Amos E. Neyhart
Administrative Head
Institute of Public Safety"

A copy of Driver Education and Training, a tentative course of study for senior high schools, 1938-1939, as published by the Cleveland Board of Education in cooperation with the Cleveland Automobile Club was distributed to each member of the Board. It was pointed out that on the basis of this driver's course for senior high schools might be developed a course for teachers in service.

Doctor Rowland stated that he believed such a course would be very valuable. However, he felt that it was almost futile to offer such a course as a free elective inasmuch as the students have very limited free electives at the present time. He stated that he felt there was not sufficient elasticity in their present curriculum offerings.

Doctor Haas stated that he felt that if Safety Education has become a part of the curriculums of the secondary schools in Pennsylvania, the State Teachers Colleges should make some provision for it in their curriculum.

On motion by Doctor Haas, seconded by Doctor Rowland, it was voted that the matter of including a course in the education of teachers in Safety Education be referred to the Curricular Revision Committee for study.

5. Requirements for Permanent College
Certificates in Secondary Field

Copies of the circular letter of January 12, 1939, with reference to advancing the requirements for the permanent college certificate in the secondary field were distributed to the members of the Board.

The members of the Board requested that copies be sent to them to be distributed to the faculties for discussion.

6. Conferences re Teacher Education
Curriculums in Special Fields

Attention was called to the special conferences that are to be held with representatives of the institutions that offer teacher education curriculums in the special fields for the purpose of developing acceptable procedures. A letter was distributed to the members of the Board calling the first meeting for February 1, 1939, at 10:30 A.M. which will deal with the curriculum in health and physical education.

7. Standards for the Education and Certification of Administrative and Supervisory Officers

Copies of Bulletin No. 158, setting forth the standards for the education and certification of administrative and supervisory officers, were distributed to the members of the Board for their information.

8. Recognition of Y.M.C.A. Life Saving Course

Doctor Klonower advised the members of the Board that he had received a letter from Mr. Jacob E. McColly, Pennsylvania Commissioner of Aquatics, State Young Men's Christian Association, of Pennsylvania, with reference to the State Teachers Colleges giving official approval and recognition to those in the Pennsylvania State Teachers Colleges taking the YMCA courses and passing the tests in life saving and water safety.

It was pointed out that the State Teachers Colleges give recognition only to the Red Cross Life Saving Water Safety.

It was the judgment of the members of the Board that if the authorities of the Red Cross and the YMCA would work out the differences between their two programs, there would be little difficulty in recognizing a composite program in the State Teachers Colleges.

9. Establishment of Demonstration Laboratory Secondary Schools

By unanimous agreement this matter was carried over on the Docket for the next meeting of the Board.

The meeting adjourned at 3:30 P.M.

Approved: 2/7/39

Henry Klonower

Lester K. Ade

Lester K. Ade
Superintendent of Public Instruction

as amended on pages 1, 2, 3 and 1926

EXHIBIT "A" TABLE I

PLACEMENT OF GRADUATES AS OF OCTOBER 1, 1938 - STATE TEACHERS COLLEGES

	(a) NUMBER OF GRADUATES	(b) NUMBER PLACED	(c) NUMBER NOT PLACED	(d) PER CENT OF PLACEMENT b/a	(e) PER CENT OF PLACEMENT OF WHOSE WHO DESIRED TEACHING POSITIONS $\frac{b}{a-f}$	(f) NUMBER OF GRADUATES WHO DID NOT APPLY FOR TEACHING POSITIONS	(g) NUMBER OF GRADUATES NOT PLACED WHO APPLIED FOR TEACHING POSITIONS
I TOTAL - All Curriculums (January-May-August)	2492	1260	1232	50.6	51.3	34	1198
II Graduates of two-year Curriculums (January-May-August)	999	407	592	40.7	-	-	-
III Graduates of three-years Curriculums (January-May-August)	22	7	15	31.8	-	-	-
IV Graduates of four-year Curriculums (January-May-August)	1471	846	<u>625</u>	57.5	-	-	-

November 14, 1938

Harrisburg
 PLACEMENT OF GRADUATES AS OF OCTOBER 1, 1938 - LIBERAL ARTS COLLEGES
 (Teacher Education Curriculums)

	(a) NUMBER OF GRADUATES	(b) NUMBER PLACED	(c) NUMBER NOT PLACED	(d) PER CENT OF PLACEMENT b/a	(e) PER CENT OF PLACEMENT OF THOSE WHO DESIRED TEACHING POSITIONS a-f	(f) NUMBER OF GRADUATES WHO DID NOT APPLY FOR TEACHING POSITIONS	(g) NUMBER OF GRADUATES NOT PLACED WHO APPLIED FOR TEACHING POSITIONS
I Total-All Curriculums (January-May-August)	2964	1434	1530	48.3	50.1	101	1429
II Graduates of two-year Curriculums (January-May-August)	157	120	37	76.4	-	-	-
III Graduates of three- year Curriculums (January-May-August)	60	14	46	23.3	-	-	-
IV Graduates of four- year Curriculums (January-May-August)	2747	1300	1447	47.3	-	-	-

November 14, 1938

TABLE III

PLACEMENT OF GRADUATES AS OF OCTOBER 1, 1938 - STATE TEACHERS COLLEGES & LIBERAL ARTS COLLEGES

	(a) NUMBER OF GRADUATES	(b) NUMBER PLACED	(c) NUMBER NOT PLACED	(d) PER CENT OF PLACEMENT $\frac{b}{a}$	(e) PER CENT OF PLACEMENT OF THOSE WHO DESIRED TEACHING POSITIONS $\frac{b}{a-f}$	(f) NUMBER OF GRADUATES WHO DID NOT APPLY FOR TEACHING POSITIONS	(g) NUMBER OF GRADUATES NOT PLACED WHO APPLIED FOR TEACHING POSITIONS
I Total-All Curriculums (January-May-August)	5456	2694	2762	49.4	50.6	135	2627
II Graduates of two-year Curriculums (January-May-August)	1156	527	629	45.6	-	-	-
III Graduates of three- year Curriculums (January-May-August)	82	21	61	25.6	-	-	-
IV Graduates of four- year Curriculums (January-May-August)	4218	2146	2072	50.9	-	-	-

November 14, 1938

TABLE IV

COMPARATIVE SUMMARY OF REASONS FOR NON-PLACEMENT OF GRADUATES
 LIBERAL ARTS COLLEGES and STATE TEACHERS COLLEGES 1938

Inability to Secure a Position due to:	All Colleges	Per Cent	Liberal Arts Colleges	Per Cent	State Teachers Colleges	Per Cent
A. No available opportunity to be placed	1605	61.1	884	61.9	721	60.2
B. Physical Disqualification	9	.3	5	.3	4	.3
C. Returned for additional training	382	14.5	106	7.4	276	23.1
D. Attendance upon some higher institution	130	5.0	106	7.4	24	2.0
E. Non-recommendation to any position	9	.3	6	.4	3	.2
F. Marriage	64	3.6	68	4.8	26	2.2
G. Refusal to accept position offered	23	9	17	1.2	6	.5
H. Preference to locality	37	1.4	25	1.8	12	1.0
I. Other reasons						
1. Entered other fields of work	117	4.5	101	7.1	16	1.3
2. No report	177	6.8	67	4.7	110	9.2
3. Failure to be elected	36	1.4	36	2.5	-	-
4. Needed at home	2	.06	2	.1	-	-
5. Entered convent	1	.03	1	.07	-	-
6. Racial and Religious Prejudice	4	.1	4	.3	-	-
7. Entered ministry	1	.03	1	.07	-	-
TOTAL - Graduates who desired to teach	2627	100.	1429	100.	1198	100.
TOTAL - Graduates who did not desire to teach	135	-	101	-	34	-
GRAND TOTAL	2762	-	1530	-	1232	-

November 14, 1938

Year	1901	1902	1903	1904	1905	1906	1907	1908	1909	1910	1911	1912	1913	1914	1915	1916	1917	1918	1919	1920	1921	1922	1923	1924	1925	1926	1927	1928	1929	1930	1931	1932	1933	1934	1935	1936	1937	1938	1939	1940	1941	1942	1943	1944	1945	1946	1947	1948	1949	1950	1951	1952	1953	1954	1955	1956	1957	1958	1959	1960	1961	1962	1963	1964	1965	1966	1967	1968	1969	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030																																																			
Population	1000	1050	1100	1150	1200	1250	1300	1350	1400	1450	1500	1550	1600	1650	1700	1750	1800	1850	1900	1950	2000	2050	2100	2150	2200	2250	2300	2350	2400	2450	2500	2550	2600	2650	2700	2750	2800	2850	2900	2950	3000	3050	3100	3150	3200	3250	3300	3350	3400	3450	3500	3550	3600	3650	3700	3750	3800	3850	3900	3950	4000	4050	4100	4150	4200	4250	4300	4350	4400	4450	4500	4550	4600	4650	4700	4750	4800	4850	4900	4950	5000	5050	5100	5150	5200	5250	5300	5350	5400	5450	5500	5550	5600	5650	5700	5750	5800	5850	5900	5950	6000	6050	6100	6150	6200	6250	6300	6350	6400	6450	6500	6550	6600	6650	6700	6750	6800	6850	6900	6950	7000	7050	7100	7150	7200	7250	7300	7350	7400	7450	7500	7550	7600	7650	7700	7750	7800	7850	7900	7950	8000	8050	8100	8150	8200	8250	8300	8350	8400	8450	8500	8550	8600	8650	8700	8750	8800	8850	8900	8950	9000	9050	9100	9150	9200	9250	9300	9350	9400	9450	9500	9550	9600	9650	9700	9750	9800	9850	9900	9950	10000

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, March 17, 1939

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, Friday, January 20, 1939.
- II. Unfinished Business
 - A. Report of the Curricular Revision Committee
 1. Content for New Syllabi
 2. Library Science Curriculum
 3. Safety Education
 4. Approval of Curriculums Appearing in Bulletin No. 153, "Teacher Education Curriculums"
 - B. Report of the Budget Committee
 - C. Report of Dr. Ross re "Marking Systems"
 - D. Report of the Committee re "Limitation of Enrolments"
 - E. Reports from the Attorney General's Office
 1. Possibility of Providing Liability Protection
 2. Report on Play Production Material
 - F. Report of the Committee on Entrance Requirements
 1. Uniform College Admission Blank
 - G. Report of the Committee re "Revision of Enrolment Report"
 - H. Report of the Committee re "Recognition by Middle States Association"
 - I. Report of the Committee on Publications
 - J. The Purchase of Furniture and other Equipment to Suit the Needs of Individual Institutions
 - K. Establishment of Demonstration-Laboratory Secondary Schools

THE UNIVERSITY OF CHICAGO

LIBRARY

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III. New Business

- A. Supply and Demand of Elementary Teachers, 1938-1939
- B. Student Teaching Requirements for College Certificates
- C. Revision of English Requirements
- D. Report of Committee re Service Areas
- E. Bulletin of American Association of University Professors, pp. 44-72.
- F. Equipment for New Buildings
- G. Instructional and Non-Instructional Staffs in State Teachers Colleges, First and Second Semesters 1938-1939
- H. Report of Students Meeting Teacher Education Standards State Teachers Colleges, January 1939
- I. Suggestions for the Conduct of Meetings of Teachers

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, March 17, 1939

A meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Friday, March 17, 1939. The meeting was called to order at 10:00 A.M., Eastern Standard Time.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Pinckney Hill	Cheyney
Paul G. Chandler	Clarion
Tracy T. Allen	East Stroudsburg
Carmon Ross	Edinboro
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Lester K. Ade, Chairman
Henry Klonower, Secretary

Dr. Samuel Fausold, of Indiana, was not present at the meeting due to illness. He was represented by Dr. W. Ray Smith, Dean of Instruction, State Teachers College, Indiana.

I. Approval of the minutes of the meeting of the Board of Presidents held in Harrisburg Friday, January 20, 1939.

Doctor Rohrbach raised the question as to what policy should be followed with reference to the maximum number of semester hours permitted in the regular and post-summer sessions inasmuch as the approval of the recommendation of the Board as it appears on page 1323, G-2, of the minutes of the meeting held January 20, 1939, had been held in abeyance by the Superintendent of Public Instruction.

It was pointed out that the present policy of allowing six semester hours, and seven semester hours with the permission of the President in advance, for graduation purposes should be followed for the summer session. It was also pointed out that for certification purposes the permission of the Department of Public Instruction must be secured before a student is permitted to take seven semester hours in the six weeks summer session.

Doctor Rowland raised the question as to why the approval of this recommendation of the Board as it appears on page 1323, G-2, was held in abeyance by the Superintendent of Public Instruction.

It was pointed out that the regulation of the State Council of Education permits but one semester hour for each week in attendance and therefore, the recommendation of the Board advancing the number of semester hours could not be approved at this time.

On motion by Doctor Miller, seconded by Doctor Noonan, it was voted that the minutes of the meeting of the Board held January 20, 1939 be approved as submitted.

II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content for New Syllabi

Doctor Steele, Chairman of the Curricular Revision Committee, reported progress.

2. Library Science Curriculum

Doctor Steele presented the following report of the Committee with reference to the Library Science Curriculum:

"REPORT OF THE CURRICULAR REVISION COMMITTEE
March 17, 1939

Re: Curriculum in Library Science

The presidents and library staffs of State Teachers Colleges offering a curriculum for the education of teacher librarians have agreed on a curriculum based on recommendation made by the secretary of the Board of Education for Librarianship of the American Library Association.

This curriculum is presented by your Committee and its adoption recommended.

Respectfully submitted,

T. T. Allen
Henry Klonower
Q. A. W. Rohrbach
Robert M. Steele, Chairman

PROPOSED LIBRARY SCIENCE CURRICULUM

	Clock Hours	Semester Hours		Clock Hours	Semester Hours
<u>First Semester</u>			<u>Second Semester</u>		
Eng. (1) including orientation course in the use of the library	4	3	English (2)	3	3
Fundamentals of Speech	3	3	Principles of Geography	3	3
Biol. Science (1)	4	3	Biol. Science (2)	4	3
Health Education (1) inc.			Health Education(2) inc.		
Phys.Edu. & Pers. Hyg.	4	2	Phys. Ed. & Pers. Hyg.	4	2
Place & Purpose of Ed.	3	2	Hist. of Civilization	4	4
Appreciation of Music	3	2	Appreciation of Art	3	2
Total	<u>21</u>	<u>15</u>	Total	<u>21</u>	<u>17</u>
<u>Third Semester</u>			<u>Fourth Semester</u>		
Literature (1) (English)	3	3	Lit. (2) (American)	3	3
Economic Geography	3	3	Prin. of Sociology or		
General Psychology	3	3	Prin. of Economics	3	3
Physical Science (1)	4	3	Ed. Psychology	3	3
Elective	3	3	Physical Science (2)	4	3
Total	<u>16</u>	<u>15</u>	Elective	5	5
			Total	<u>18</u>	<u>17</u>
<u>Fifth Semester</u>			<u>Sixth Semester</u>		
American Government, Federal State, and Local	3	3	Prob. of Sec. Ed.	2	2
School Law	1	1	Visual Education	2	1
Educational Measurements	2	2	Reading Guidance and Book Selection	3	3
Reading Guidance and Book Selection	3	3	Organization, Adminis., and Observation of School Libraries I	3	2
Use of Reference Materials I: General Reference Tools	2	2	Electives		<u>8</u>
Electives		<u>5</u>	Total		<u>16</u>
Total		<u>16</u>			
<u>Seventh Semester</u>			<u>Eighth Semester</u>		
Books and Libraries in Adult Education	3	3	Student Teaching and Conf.	8	6
Technical Processes I: Cataloging & Classification	2	2	Curriculum Materials: Selection & Adaptation	2	1
Organization, Administration and Observation of School Libraries II	4	3	Organization, Adminis., and Observation of School Libraries III	4	3
Curriculum Enrichment Mat. and Teaching the Use of			Curriculum Enrichment Mat. and Teaching the Use of Books and Libraries	2	2
Books and Libraries I	3	3	Electives II		2
Use of Reference Materials II: Subject Areas	2	2	Technical Processes II: Cataloguing and Classi- fication	2	<u>2</u>
Electives		<u>3</u>	Total		<u>16 "</u>
Total		<u>16</u>			

On motion by Doctor Steele, seconded by Doctor Flowers, it was voted that the proposed Library Science Curriculum herein presented be approved by the Board.

Doctor Chandler raised the question as to whether a student taking this course of study would be certificated in any other field besides library science.

Doctor Steele replied that it would be possible to certificate a student in two other fields in addition to library science.

3. Safety Education

4. Approval of Curriculums Appearing in Bulletin No. 153, "Teacher Education Curriculums."

It was recommended that these items be held in abeyance.

5. Advanced Standing

Doctor Steele presented the following report of the Curricular Revision Committee with reference to Advanced Standing for study by the members of the Board:

"REPORT OF THE CURRICULAR REVISION COMMITTEE

March 17, 1939

Re: Advanced Standing

The Committee presents the following proposals to govern the enrolment of transfers and the acceptance of credit from other institutions. The Committee suggests that these proposals be studied by the members of the Board and that appropriate action be taken by the Board of Presidents at the next meeting of the Board:

1. Transfers from other institutions will not be accepted without certificates of honorable dismissal.
2. Credit will be given for acceptable courses pursued in accredited collegiate institutions in which the student has made a grade at or above the middle point of the grading scale.
3. All students who are candidates for a degree shall be required to arrange a program of studies approved by the Dean of Instruction. Any student desiring to pursue any part of this program at a different institution will be required to secure, in advance, the approval of such courses from the Dean of Instruction.

Respectfully submitted,

Henry Klonower

T. T. Allen

Q. A. W. Rohrbach

Robert M. Steele, Chairman"

The members of the Board were asked to study this report and to state their reactions so that a report with reference to a policy in connection with advanced standing might be presented at a subsequent meeting of the Board.

B. Report of the Budget Committee

Doctor Miller, Chairman of the Budget Committee, stated that the Committee had no report to make at this meeting.

Doctor Ade expressed his appreciation to the members of the Board for their fine spirit of cooperation in connection with the economy drive. He stated that at the close of this fiscal year he wished to have as large an unexpended balance as possible.

Dr. Donald P. Davis, Director, Bureau of Administration, appeared before the Board.

Copies of the appropriations recommended by the Governor to the General Assembly were distributed. Both Doctor Davis and Doctor Ade spoke on the items in the proposed appropriation recommendations.

C. Report of Dr. Ross re "Marking Systems"

Doctor Ross reported progress.

D. Report of Committee re "Limitation of Enrolments"

Doctor Flowers, Chairman of the Committee re "Limitation of Enrolments," reported progress.

Doctor Flowers stated that since this report will not be fully completed for a year or more, he felt that some definite decision should be made with reference to maximum quota for next fall in view of the budget problems that will be involved.

In connection with the discussion on the limitation of enrolments, Doctor Klonower distributed to the members of the Board copies of the following statement covering the estimated demand and supply of elementary teachers for the year 1938-1939:

"STATEMENT COVERING THE ESTIMATED DEMAND
AND SUPPLY OF ELEMENTARY TEACHERS, 1938-1939

School Year Ending in July	Number of Elementary Teachers	New Entrants		Per Cent of New Entrants			
		Exper.*	Inexper.	Total	Exper.	Inexper.	Total
1934	40,659	1,343	1,847	3,190	3.3	4.5	7.8
1935	39,537	1,484	1,858	3,342	3.7	4.7	8.4
1936	39,546	1,530	1,932	3,462	3.9	4.9	8.7
1937	40,032	1,807	2,038	3,845	4.5	5.1	9.6
1938	39,719	1,279	1,635	2,914	3.2	4.1	7.3
1939**	39,500	950	1,500	2,450	2.4	4.0	6.4

Estimated number of inexperienced persons needed as teachers in September 1939. 1,500

Estimated Source of Supply:	(Three-year		
	(Two-year	Four-year	
State Teachers Colleges-			
January 1939	47	83	(Half with exper-
May 1939	325	410	(not used)ience
August 1939	40	80	(Half with exp.
Liberal Arts Colleges	20	400	(not used)
Extension of College Certificates		250	
From Other States	20	25	
TOTAL	452	1,248	1,700

*This number represents those teachers who for various reasons withdrew from service and have returned again. To the number should be added an undetermined figure covering persons with permanent certificates who taught in previous years but have not been in service for ten years.

**Estimated"

On motion by Doctor Allen, seconded by Doctor Steele, it was voted that the committee be directed to bring in a specific report with reference to the enrolment of students for the first semester of the college year 1939-40 at the next meeting of the Board.

E. Reports from the Attorney General's Office

1. Possibility of Providing Liability Protection

2. Report on Play Production Material

No reports had yet been received from the Attorney General's Office.

F. Report of the Committee on Entrance Requirements

1. Uniform College Admission Blank

Doctor Steele, Chairman of the Committee on Entrance Requirements, reported progress.

G. Report of the Committee re "Revision of Enrolment Report"

Doctor Steele, Chairman of the Committee re "Revision of Enrolment Report" reported progress.

H. Report of the Committee re "Recognition by Middle States Association"

Doctor Rowland, Chairman of the Committee re "Recognition by Middle States Association" which had been appointed to cooperate with the authorities of Pennsylvania State College for the purpose of setting up a cooperative relationship between Pennsylvania State College and the State Teachers Colleges, reported that no word had been received from Doctor Hetzel and the committee wished to report itself ready for service.

I. Report of the Committee on Publications

Doctor Haas, Chairman of the Committee on Publications, reported progress.

Doctor Klonower pointed out that until a new policy had been formulated and approved by the Budget Office, all publications would be approved on the basis of the 1931 policy.

Doctor Haas stated that he had replies from only eight of the fourteen institutions to the Survey Questionnaire which he had sent to each member of the Board with reference to publications. He asked that a copy of the mimeographed material that had been sent to each institution be inserted in the minutes of the meeting.

A copy of this material follows page 1348 as Exhibit "A".

The members of the Board were urged to send in their replies to the Questionnaire so that a new policy with reference to publications might be formulated.

J. The Purchase of Furniture and other Equipment
to Suit the Needs of Individual Institutions

On motion by Doctor Ross, seconded by Doctor Haas, it was voted that this item be removed from the Docket.

K. Establishment of Demonstration-Laboratory
Secondary Schools

It was pointed out that in order to provide summer session student teaching facilities in the field of music at the State Teachers College, Mansfield, a secondary school student teaching situation had been set up and a fee had been charged high school students for this activity.

The legality of this procedure of charging high school students fees was questioned.

The possibility of handling the situation in accordance with Section 2004 of the School Laws which authorizes Boards of Trustees to make mutual agreements with school districts relative to student teaching situations was discussed.

On motion by Doctor Rowland, seconded by Doctor Steele, it was voted that this matter be referred to the Fees Committee for study and report at a subsequent meeting of the Board.

III. New Business

A. Supply and Demand of Elementary Teachers,
1938-1939

This item was discussed under II-D.

B. Student Teaching Requirements for
College Certificates

The circular letter of January 12, 1939, with reference to the requirements in student teaching for the provisional college certificate was discussed.

It was pointed out that the 180 clock hours required to meet the six semester hour requirement for student teaching included not only actual teaching but also observation and extra-curricular activities in connection with student teaching.

On motion by Doctor Noonan, seconded by Doctor Hill, it was voted that the recent interpretation of student teaching requirement promulgated by the Department of Public Instruction be referred to the Curricular Revision Committee for careful consideration and report at a subsequent meeting of the Board.

C. Revision of English Requirements

Doctor Noonan raised the point of either changing or extending the requirements for English majors in the State Teachers Colleges. He pointed out that as the requirements now stand nearly all graduates are certificated to teach English.

Doctor Steele stated that any college graduate having the necessary educational requirements and presenting eighteen semester hours in English may be certificated to teach English. On the other hand, a student may complete as many as forty semester hours in English if he so desires.

On motion by Doctor Noonan, seconded by Doctor Flowers, it was voted that the matter be referred to the Curricular Revision Committee for study.

D. Report of Committee re Service Areas

Doctor Rowland, Chairman of the Service Areas Committee stated that the committee had met and discussed the question of delimiting the service areas in the special fields.

The committee suggested that the presidents of the institutions concerned with common special fields, such as music, art, business education, et cetera, attempt to work out something that would be mutually agreeable as a delimitation of their service areas in order to be economical in the distribution of printed material.

The committee also offered the suggestion for discussion by the Board that in the case of special fields a bulletin common to all institutions offering such curriculum be prepared as a State bulletin and general State publicity given to such a bulletin.

In the event of the Board not being disposed to consider either of the first two suggestions, the committee suggested that it would be willing to lay out the State in areas respecting the several special curriculums and would present such a distribution to the Board for approval.

On motion by Doctor Allen, seconded by Doctor Rowland, it was voted that the report of the committee be spread upon the minutes and that careful study be made of the suggestions and that further discussion be developed at the next meeting of the Board.

E. Bulletin of American Association of University Professors, pp. 44-72

Copies of the bulletin of the American Association of University Professors, Volume XXV, February 1939, Number 1, were distributed to each member of the Board and the members were urged to study the report in connection with the State Teachers College, West Chester, as it was prepared by a committee of the Association and which was contained in this bulletin.

F. Equipment for New Buildings

Doctor Davis urged the members of the Board to be patient in the matter of securing equipment for their new buildings. He stated that he could not tell them definitely when they would get this equipment.

G. Instructional and Non-Instructional Staffs in State Teachers Colleges, First and Second Semesters, 1938-1939

A copy of this chart follows page 1348 as Exhibit "B".

Doctor Klonower asked whether the Board would be willing to appoint a committee of three presidents to work with the Department in developing a format on which this matter can be recorded with an understanding as to what the classifications are.

On motion by Doctor Rowland, seconded by Doctor Steele, it was voted that a committee of three presidents be appointed to cooperate with the Department in the development of a format for the reporting of instructional and non-instructional staffs in the State Teachers Colleges.

H. Report of Students Meeting Teacher Education Standards, State Teachers Colleges, January 1939

A copy of this chart follows page 1348 as Exhibit "C".

I. Suggestions for the Conduct of Meetings of Teachers

Copies of Bulletin 155, "Suggestions for the Conduct of Meetings of Teachers," were distributed to the members of the Board.

J. Miscellaneous

1. Audiometers

Doctor Klonower read to the members of the Board the following memorandum which he had received from Doctor Davis in connection with the audiometric program in the Commonwealth:

"March 15, 1939

To: Doctor Klonower

From: Donald P. Davis

Following our telephone conversation regarding an audiometer for use at the West Chester State Teachers College,

Doctor Ackley called a conference of Doctor Cressman, Doctor Maguire and Myself. Out of this conference came the attached tentative proposals for the continuance of an audiometric program in the Commonwealth.

Please note that it is suggested that one audiometer be assigned or made available to each of the fourteen State Teachers Colleges in the State. I believe a few of the Colleges already have audiometers. In such case, unless the College President urges otherwise, the audiometer already in use at such institution might well suffice for the audiometric service in that institution. I am submitting the attached tentative proposals with an idea that you would want to present this to the Board of College Presidents at their meeting on Friday for the purpose of receiving their reaction.

Tentative Proposals for the Continuance of an
Audiometric Program in the Commonwealth

1. Assign or make available, subject to recall, one audiometer to each of the fourteen State Teachers Colleges in the State.
 - (a) For instruction and practice in the best methods of testing hearing for children.
 - (b) For audiometric service in the training schools and in school districts within the college service area
 - (c) To supplement the entrance health examination of teachers college students
 - (d) Expenses to be borne by the Teachers Colleges as stated in No. 4, governing school districts.
2. With the remaining audiometers maintain a loan service, similar to our extension library, as an added feature to our school health service program.
3. The loan service would extend to all county and district superintendents upon their application.
4. Each school district shall purchase its own full tone steel needles, and recording blanks. They shall meet any expense involved in repairs due to carelessness or misuse, and if expressed, shall pay the carrying charge, if any, from the last shipping point to their school district.
5. When requested, the Department of Public Instruction shall, as far as possible, provide instruction at the preliminary teacher meetings and other organized group meetings of teachers in the use of the audiometers, scoring, interpretation of results, and follow-up.
6. Applications for the use of the audiometer shall state a definite duration of time. They should be submitted preferably during the summer months.

7. Each district using the audiometer shall make a report of its findings to the Department of Public Instruction on forms prescribed by the Department of Public Instruction."

2. Test Scoring Machine

It was pointed out that a Test Scoring Machine had been installed in the Department and was ready for use by the College if adequate assistance becomes available.

Doctor Flowers stated that he thought it would be advisable to consider a uniform testing program for the State Teachers Colleges.

On motion by Doctor Flowers, seconded by Doctor Rowland, it was voted that a committee of three be appointed to develop a testing program for the State Teachers Colleges.

3. Publications and Memberships in Learned Societies of the Instructional Staffs of the State Teachers Colleges

Doctor Klonower pointed out that there were some institutions that had not submitted the material requested in a circular letter to the presidents with reference to lists of the publications of the instructional staffs and their memberships in learned societies. He stated that the lists that had been received indicated substantial and worthy contributions on the part of the members of the instructional staffs and that much good would result from a composite picture of all the State Teachers Colleges which could be developed when all the reports had been received.

4. The Pennsylvania State College Bulletin, "Publications and Research"

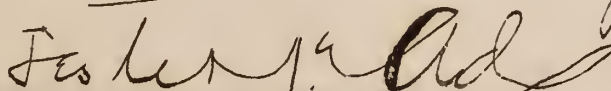
A copy of the Pennsylvania State College Bulletin, "Publications and Research" for the fiscal year ended June 30, 1938, was handed to each member of the Board.

The question of publishing such a report for the State Teachers Colleges was discussed.

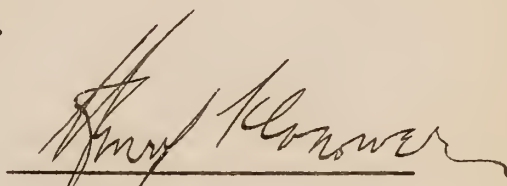
The meeting adjourned at 1:50 P.M.

Approved: _____

4/5/38



Lester K. Ade
Superintendent of Public Instruction #



STATE TEACHERS COLLEGE
Bloomsburg Pennsylvania
January 23, 1939

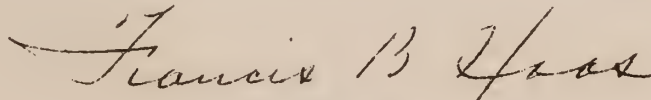
Exhibit "A"

To the Members of the Board of Presidents:

In accordance with the action of the Board of Presidents at the meeting held Friday, January 20, 1939, as Chairman of the Publications Committee, please find herewith the preliminary report of the Committee:

- 1-In order that you may be familiar with the present status of this situation, the following docket references are given: March 19, 1937, page 1165 (1936-37); May 14, 1937, page 1174 (1936-37); July 16, 1937, page 1194 (1937-38); September 24, 1937, page 1205 (1937-38); November 19, 1937, page 1219 (1937-38).
- 2-As Chairman of the Publications Committee, I sent you a complete review of the Publications Policy as developed and used during Doctor Rule's administration. I am sending you another complete copy of this material.
- 3-Attached please find a copy of the questionnaire which the Committee will use in resurveying the publication situation as requested by action of the Board on January 20, 1939. A supply of this form is being sent to you under separate cover.

Sincerely yours.



Publications Committee
Samuel Fausold
Quincy A. W. Rohrbach
Francis B Haas, Chairman

STATE TEACHERS COLLEGE
Bloomsburg Pennsylvania
June 9, 1937

To the Members of the Board of Presidents:

Following a discussion at the meeting of the Board of Presidents Friday, March 19, 1937, the Publications Committee consisting of Dr. Fausold, Dr. Rohrbach and Dr. Haas, Chairman was appointed "to review the entire matter of publications."

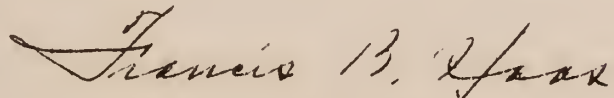
It is suggested that the members of the Board of Presidents review the items relating to this matter that have appeared in the proceedings of the Board of Presidents beginning with the volume for 1928-1929. Also, for your information, attached please find:

- (a) Copies of letters and statement submitted to Dr. Rule under date of December 18, 1931
- (b) Copy of letter submitted to Dr. Rule under date of January 6, 1932
- (c) Copy of distribution prepared for summer session bulletin

Attached above communications were adopted by the Budget Committee, I believe, during Dr. Rule's administration as a background against which to approve requests for publications for the State Teachers Colleges.

In addition to the above, attached please find a copy of a letter for your information relative to the Post Office ruling on the insertion of blanks in our publications which are mailed. It would appear that some of our publications are not in accordance with this ruling.

Very truly yours,



Francis B. Haas, Chairman
Publications Committee

December 18, 1931

Doctor James N. Rule
Superintendent of Public Instruction
Harrisburg, Pennsylvania

Dear Doctor Rule:

Below please find the report of the conference group on publications which I attended in the Department as Chairman of the Committee on Publications of the Board of Presidents. This meeting followed the meeting of the Committee on Publications held on December 11, attended by Mr. Crosley and Mr. Klonower, which was called at your request to consider the question of a policy relative to format and distribution for catalogues for State Teachers Colleges.

A number of questions have been raised by various institutions regarding the purpose of these meetings. As I understand the situation (1) contracts for the printing of catalogs must be signed by the Governor; (2) the Governor properly refers these to the Budget Office for technical information and advice, and (3) the Budget Office refers the whole matter to the State Superintendent relative to the question of the advisable policy to be followed in approving catalog requests. The State Superintendent requested that the publications Committee of which I am Chairman meet with Mr. Crosley and Mr. Klonower to suggest a policy relative to distribution and to format which would maintain relative values among the institutions and be reasonable economical and fair to all parties concerned. The original report of this committee is my letter to you of December 11. Below please find a restatement of this with some few modifications agreed upon at the joint conference on December 16:

A Distribution

1. Number of high school graduates (minus districts of first class) in service area for 1931 divided by number of freshmen in State Teachers Colleges for September, 1931 multiplied by number of first class high schools.
2. Number of administrative officers and supervisory assistants in service area.
3. Number of boards of school directors in service area.
4. State Department - 25.
5. Libraries - public, institutional - 200.
6. College distribution - trustees, faculty, and students - 100%.
7. Alumni distribution - amount equal to last two graduation classes.
8. Distribution of special courses - number equal to one per special course per number of four year high schools.
9. Not more than 5% of total to meet requests from governmental departments, public agencies, commercial organizations, interests, citizens, etc.

B. Format

1. Material common to all catalogs
 - a. Statement of entrance requirements (uniform)
 - b. Statement of financial arrangements (uniform)
 - c. Statement of courses (uniform for similar courses)
 - d. Statement of calendar (uniform)
 - e. Statement of trustees, faculty, alumni officials, student enrollment, table of contents, index, registration, summaries, etc.
 - f. Information not common to all institutions having to do with local needs, methods of administration, organization, etc.

2. Make-up
 - a. Cover to be selected by college - Hammermill Bond either antique or ripple finish or equivalent - not embossed one or two colors as selected by institution - firmly glued.
 - b. Size - 6 x 9.
 - c. Paper - good super-calendar or double enamel for half-tone cuts if included in copy; printing on good antique book paper or equivalent.
 - d. Cuts - Number of full page cuts - 5 --Number of half/cut - 4. page
 - e. Number of pages to provide necessary local information - not more than 20.
 - f. Application blanks not to take more than 1 page.

NOTE: May be taken in consideration of the fact that the State Teachers Colleges sometime ago agreed to discontinue newspaper advertising so that the catalog represents practically the only form of desirable publicity.

May I take this occasion to express for the Committee and for myself personally our appreciation of the wholehearted cooperation which was given by all parties concerned attending the conference. Mr. Schneider for the Budget Office expressed himself as pleased with the results of our work. The enclosed chart is a presentation of the various facts involved in our policy together with some information from last year for a comparative basis. For example, in 1931 there was published 85,500 catalogs. The policy proposed would provide for publishing 43,500. We of course have no figures available to secure an estimate of the cost. I would suppose that the cost for the current year would be about half of what it was for last year since not only is there a reduction in number of about one-half, but there is also a proposed reduction in the number of cuts and in the grade of paper.

Within a few days I shall send statements giving each institution the information from the chart and ask for a re-checking of all figures.

Respectfully submitted,
FRANCIS B. HAAS,
Chairman of Publications Committee

Will Mr. Klonower and Mr. Crosley please have Department figures re-checked.

Copy to: Mr. Klonower, Mr. Crosley, Mr. Schneider, Mr. Hay

December 18, 1931

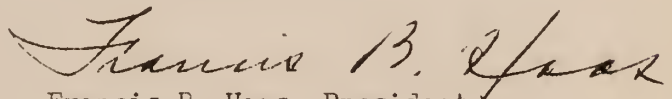
Doctor James N. Rule
Superintendent of Public Instruction
Harrisburg, Pennsylvania

Dear Doctor Rule:

Under date of December 11 I presented you on behalf of the Publications Committee a report of the meeting held on that day at which Mr. Crosley and Mr. Klonower were present. As a result of the policy formulated by this group another meeting was held Wednesday, December 16 attended by Mr. Crosley, Mr. Klonower for the Department, Mr. Hay and Mrs. Besse Decker for the Bureau of Publications, and Mr. Schneider and his assistant from the Budget Office.

Immediately following the meeting on December 11 I forwarded to each President a copy of the report to you requesting that they immediately make a tentative estimate of their distribution under this plan and return it to me. The figures in column 17 of the enclosed table supply this information. Following this letter to the Presidents so many queries have come from the various institutions for information that I am making the report of the meeting on December 16 in the form of a separate statement with some additional information, the purpose of which is to attempt to answer a number of questions which have arisen, some of which I discussed at the last meeting of the Board of Presidents.

Very sincerely yours,


Francis B. Haas, President
Publications Committee

Copy to: Mr. Klonower
Mr. Crosley
Mr. Hay
Mr. Schneider

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Name of Institution																		
Number of Copies																		
Cost in Dollars																		
High School Grad. 1930																		
Number of freshman State Teachers College, Sept. 1931																		
Number of four year and Senior High Schools in area																		
Col. 4 Col. 5 x Col. 6																		
Number of Administrative Officers in Area																		
Number of Board of School Directors in Area																		
No. for State Department																		
Number for Libraries - Public Institutional																		
Number for College Distribution Trustees, Faculty, and Students																		
Number for Alumni Distribution to last two graduating classes																		
Number allowed on account of special courses																		
Number for requests from Gov. Depts., Public agencies, com. organ, interested citizens, etc.																		
Total Distribution																		
Estimate of Total Distribution by college made Dec. 1931																		
Number to be ordered																		
TOTAL	83,500	10,295	37,260	4,075	840	8,425	1,868	2,542	325	2,600	11,779	7,154	6,720	2,084	43,497	55,839	45,800	
Bloomsburg	6,000	944	3,335	271	67	824	162	85	25	200	852	521	420	154	3,243	3,247	3,250	
California	10,000#	651	2,674	319	58	487	129	178	25	200	989	672	420	155	3,255	3,600	3,300	
Cheyney	2,000	209	1,717	119	54	777	104	150	25	200	384	269	280	95	2,004	3,500	2,000	
Clarion	3,000	350	2,709	278	58	526	118	194	25	200	823	492	280	133	2,791	3,300	2,800	
E. Stroudsburg	10,000	890	2,823	243	64	742	132	204	25	200	638	381	280	130	2,732	3,701	2,750	
Edinboro	6,000	475	2,823	243	64	742	132	204	25	200	638	381	280	130	2,732	3,701	2,750	
Indiana	6,000	773	3,710	674	79	435	175	189.	25	200	1,754	978	1,400	258	5,414	5,106	5,450	
Kutztown	7,000	848	2,931	210	60	840	149	161	25	200	634	449	700	160	3,368	3,767	3,400	
Lock Haven	10,000	1,920	2,488	271	52	478	104	192	25	200	610	414	840	143	3,006	3,824	3,000	
Mansfield	3,000	615	1,811	266	63	428	125	255	25	200	818	575	700	156	3,282	3,350	3,300	
Millersville	4,000	662	2,084	219	54	513	121	162	25	200	785	368	640	152	3,186	3,600	3,200	
Shippensburg	6,000	550	2,380	241	71	703	133	271	25	200	717	531		143	2,723	3,700	2,800	
Slippery Rock	3,000	323	5,108	368	91	1,265	225	260	25	200	1,140	577	280	199	4,171	5,500	4,200	
West Chester	7,500	1,085	3,490	596	69	407	191	241	25	200	1,585	907	560	206	4,322	8,000	4,350	

#for two years (1) Detail not received from Cheyney. Probably should be considered as a special case - have used number of copies requisitioned last year.

(2) Data in columns 2,3,4,5,6,7,8,9,14 supplied by Mr. Grosley

(3) Data in columns 12, 13, 15, supplied by Mr. Klonower

(4) Data in column 17 supplied by Presidents, except as noted in (1)

January 6, 1932

Dr. James N. Rule
Superintendent of Public Instruction
Harrisburg, Pennsylvania

Dear Dr. Rule:

Following your request transmitted through Mr. Klonower to the Publications Committee, to the effect that the Committee develop a statement of policy relative to the other numbers of the college bulletins, the Committee met in the Department January 5. At this meeting were present of the Committee proper Dr. Foster, Dr. Armstrong, and myself, as chairman, and for the Department, Mr. Klonower and Mr. Corsley. The following is a statement of the tentative procedure agreed upon by the Committee:

I. For purposes of reference the program already developed relative to the catalog number will be referred to as "Distribution A".

II. The distribution now being discussed contemplates four bulletins to be printed each year by each institution.

III. In order to distribute most economically the load it seems advisable to consider a four-year program as follows:

- (a) Each year one catalog as per Distribution A already developed.
- (b) Each year one summer session bulletin as per distribution and format to be developed.
- (c) Once every four years an illustrated number as per distribution and format to be developed. (Not in biennium with Alumni Directory).
- (d) Once every four years an Alumni Directory as per distribution and format to be developed. (Not in biennium with illustrated number)
- (e) The other numbers on the program to be professional bulletins for the general advancement of the teaching profession, etc.

IV. Summer Session Bulletin - The major purpose to be served by the summer session is the need of teachers without degrees. The secondary purpose is to serve the convenience of undergraduates who desire to make up work or to do advance work. Therefore Distribution A (catalog) is modified for the summer session bulletin distribution as follows: Column 7 - number of teachers in service area without degrees; column 8 - no change; column 9 - no change; column 10 - no change; column 11 - no change; column 12 - same with the exception that 25% of students is used instead of 100%; column 13 - 25% of last four graduating classes; column 14 - omit (covered by other distributions); column 15 - no change.

Format - same as Distribution A - (catalog) with the exception that three full page cuts are to be used instead of five and with the further control factor that when the total number of pages exceeds thirty it is to be queried by the Department for justification.

V. Illustrated Bulletin - Distribution - same as Distribution A (catalog) - only once every four years (recommended not published this biennium).

Format - in general same as Distribution A (catalog) - to be queried by Department if pages exceed sixteen.

VI. Alumni Directory - Distribution - 75% of total graduates of institution - not more than once every four years (recommended not published this biennium.)

Format - cheaper grade of paper than other bulletins.

VII. Professional Bulletins - Distribution - same as Distribution A (catalog) except in place of column 7 - number of teachers in service area; columns 8, 9, 10, 11 - no change; column 12 - senior class only; columns 13, 14, 15 - no change.

Format - same as Distribution A (catalog) except not more than two full page and four half page cuts restricted to illustrating professional contents of bulletin.

I am sending copies of this to Dr. Rule, Mr. Crosley, Mr. Klonower, Dr. Logan, Mr. Schneider, and all members of the Board of Presidents, with the information that this is a tentative statement of the work of the Committee. We are requesting immediate comments relative to this matter and asking that they be sent to Mr. Crosley in order that preliminary tables can be developed early next week as a basis for making a final report to Dr. Rule for his recommendations to Dr. Logan.

In addition, if within the last four years you have published any of the bulletins named above (except the catalog number) will you please give Mr. Crosley the following information regarding the last number published: (a) send samples; (b) give number of copies; (c) give cost.

May I ask that you cooperate with the Committee by supplying the information immediately since Dr. Rule advises the Committee that the approval of summer session and other bulletin numbers is awaiting a presentation to him of a statement of policy by our Committee.

Committee on Publications

D. W. Armstrong
C. R. Foster
E. L. Eisenberg
F. B. Hoas, Chairman

DISTRIBUTION CHART
SUMMER SESSION BULLETIN
STATE TEACHERS COLLEGE

NAME OF INSTITUTION	1 Number of Teachers in Service Area Without Degrees	2 Number of Administrative Officers in Area	3 Number of Boards of School Directors in Area	4 Number for State Department	5 Number for Libraries-Public- Instructional	6 Number for College Distribu- tion-Trustees, Faculty, and Students 25%	7 Number for Alumni Distribution to last four graduating classes 25%	8 Number of requests from Govt. Depts., Public Agencies, Com. Organ, Interested citizens, etc.	9 TOTAL	10 DISTRIBUTION	11
TOTAL	37,743	1,868	2,542	325	2,600	2,945	3,577	2,084	53,684	54,200	
Bloomsburg	3,635	162	85	25	200	215	260	154	4,734	4,800	
California	3,297	129	178	25	200	248	336	155	4,568	4,600	
Cheyney											
Clarion	1,473	104	150	25	200	96	135	95	2,278	2,300	
E. Stroudsburg	2,201	118	154	25	200	206	246	133	3,323	3,400	
Edinboro	2,526	132	204	25	200	160	191	130	3,568	3,600	
Indiana	3,799	175	189	25	200	439	489	258	5,574	5,600	
Kutztown	3,346	149	161	25	200	171	225	160	4,437	4,500	
Lock Haven	2,058	104	192	25	200	153	207	143	3,082	3,100	
Mansfield	1,894	125	255	25	200	205	268	156	3,128	3,200	
Millersville	2,210	121	162	25	200	196	194	152	3,260	3,300	
Shippensburg	2,537	133	271	25	200	180	266	143	3,755	3,800	
Slippery Rock	4,987	225	260	25	200	285	269	199	6,450	6,500	
West Chester	3,780	191	241	25	200	396	454	206	5,493	5,500	

POST OFFICE DEPARTMENT

Washington, D. C.

July 17, 1933

Postmaster
Bloomsburg, Pennsylvania

My dear Sir:

Receipt is acknowledged of a copy of the May, 1933, issue of the "State Teachers College Bulletin," submitted on account of change in title from the "B. S. N. S. Quarterly."

Please, therefore, enter the "State Teachers College Bulletin" on the records of your office as admitted to the second class of mail matter as published four times a year, in March, April, May and October, under the Act of August 24, 1912, and accept the publication for mailing at the usual second-class rates of postage.

Under this admission this publication may not carry advertisements in the interest of other persons or concerns than the State Teachers College. The publication, having no subscribers, is not entitled to free county circulation.

Copies of this periodical mailed for local delivery by the letter carriers of your office are chargeable with the rates of postage prescribed in paragraphs 9 and 10, section 543, B. L. and R.

The leaf next to the inside back leaf of the copy of the May, 1933, issue of the "State Teachers College Bulletin" submitted is prepared as a preliminary enrollment blank, and you should, therefore, invite the attention of the publishers to paragraph 6, section 552, P. L. and R., which prescribes that "coupons, order forms and other matter intended for detachment and subsequent use may be included in permanently attached advertisements, or elsewhere, in newspapers and periodicals, provided they constitute only an incidental feature of such publication." In order to constitute an incidental feature of a publication, a coupon or order form should not exceed more than one-half of one page, the remainder of the page being used for other printing germane to the publication.

It is noted that the date of issue is not shown on the front cover page of the copy above referred to, but instead the annual date "1933" and you should, therefore, please request the publishers to print the regular date of issue on the front cover page of future numbers.

The authorization for acceptance of this publication as second-class matter as a quarterly under the title of the "B. S. N. S. Quarterly" is hereby canceled.

The inclosed copy of this letter is for the publishers.

Very truly yours,

THIRD ASSISTANT POSTMASTER GENERAL

STATE TEACHERS COLLEGES - PENNSYLVANIA

Publication Survey for Period June 1, 1937 to May 31, 1938

Please submit a separate survey blank for each publication distributed during the period June 1, 1937 to May 31, 1938. Do not include publications, forms, etc. used within the college for administrative purposes.

1-Name of publication_____

2-Number of copies printed_____ 3-Cost_____

4-Source of Payment (a) State allocation (requisition cleared through Department of Property and Supplies)_____ (b) College Activities Fund _____ (c) Product of college program such as printing course _____ (d) Other source (give name)_____

5-Number of cuts: Full page_____ Half page_____ Other_____

6-Distribution	Number	Groups Supplied
A-Service Area	_____	_____
B-State outside Service Area	_____	_____
C-Outside State	_____	_____
D-Reserve Supply	_____	_____
Total = 2	_____	_____

7-Mail Classification
 A-If issued as one of series under a second-class permit: Number of publications in series _____; Month of issue _____

B-If not issued under a second-class permit give class of postage used _____

8-College Service
 A-Give department of college for which service is primarily intended such as General, Special, Teachers-in-Service, On Campus, Extension, Regular Summer Session, Post-Summer Session, Etc. _____

B-Number enrolled in department (A) _____

Respectfully submitted,

Samuel Fausold
 Quincy A. W. Rohrbach
 Francis B. Heas, Chairman

Use other side for suggestions and comments

First Semester

February 16, 1939

Year: 1938-1939

Type of Position	TOTAL	Bloomsburg	California	Cheyney	Clarion	E.Stroudsburg	Edinboro	Indiana	Kutztown	Lock Haven	Mansfield	Millersville	Shippensburg	Slippery Rock	West Chester
INSTRUCTIONAL STAFF TOTAL	841	76	74	16	27	52	47	107	45	34	60	45	54	59	145
FULL-TIME - TOTAL*	623	44	46	16	19	39	27	89	36	34	59	45	38	53	78
Dean of Instruction	13	1	1	1	-	1	al	1	1	1	1	1	1	1	1
Dean of Men	13	1	1	1	1	1	-	b1	1	1	1	1	1	1	1
Dean of Women	16	1	1	1	1	1	1	2	1	1	1	1	dl	1	2
Dietitian	7	1	-	1	1	1	1	-	1	-	1	-	-	-	-
Director Tr'ng School	13	1	1	1	1	1	-	1	1	1	1	1	1	1	1
Instructors	384	29	34	7	12	23	20	c63	19	21	31	23	21	28	53
Librarian	12	1	1	1	1	1	1	1	-	1	1	1	-	1	1
Librarian (Ass't)	11	-	-	-	-	1	1	2	1	-	1	2	1	-	2
Nurse	6	1	-	1	1	-	1	-	1	-	1	-	-	-	-
Physician (College)	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Studio Teachers	18	-	-	-	-	-	-	6	-	-	3	-	-	-	9
Tr'ng Sch'l Teachers	126	8	7	2	1	8	-	12	10	8	15	15	12	20	8
Others: Ass't Dean, Wom.	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Trin. of Jr. H.S.	1	-	-	-	-	1	-	-	-	-	-	-	-	-	-
Tr. of Training School	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-
PART-TIME - TOTAL**	218	32	28	-	8	13	20	18	9	-	1	-	15	6	67
Coop. Tr'ng Teachers	213	31	28	-	8	12	18	18	9	-	1	-	15	6	67
Librarian	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Physician (College)	4	1	-	-	-	1	1	-	-	-	-	-	1	-	-
Studio Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Others:															
Tr. of Training School	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-
NON-INSTRUCTIONAL STAFF - TOTAL***	23	1	4	-	-	-	-	3	-	4	-	2	2	3	4
Assistant Librarian	5	1	2	-	-	-	-	-	-	1	-	-	-	1	-
Dietitian	6	-	1	-	-	-	-	1	-	1	-	1	-	1	1
Nurse	9	-	1	-	-	-	-	2	-	1	-	1	1	1	2
Physician (Part-time)	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-
Physician	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Librarian	1	-	-	-	-	-	-	-	-	-	-	-	1	-	-
GRAND TOTAL	864	77	78	16	27	52	47	110	45	38	60	47	56	62	149

*Full-time instructors should include those instructors and others who meet the salary classification schedule, are classified as instructors, and who give full time to instructional or administrative duties. Deans should be included as such without duplication as instructors.

**Part-time instructors should include those whose salary is paid in part by the State Teachers College and are classified on the instructional staff.

***In this group include such persons as full-time librarians, et cetera, not on the instructional payroll, but who are associated in any way with instructional service.

a. Serves also as Dean of Men

c. Two Leaves of absence not included

b. Serves also as Instructor

d. Serves also as Dietitian

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INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFFS IN STATE TEACHERS COLLEGES

DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

Second Semester

February 16, 1939

Year 1938-39

Type of Position	TOTAL	Bloomsburg	California	Cheyney	Clarion	E. Stroudsburg	Edinboro	Indiana	Kutztown	Lock Haven	Mansfield	Millersville	Shippensburg	Slippery Rock	West Chester
INSTRUCTIONAL STAFF TOTAL	835	76	71	25	27	53	48	108	45	34	60	45	54	62	127
FULL-TIME - TOTAL*	625	45	46	16	19	39	27	90	36	34	59	45	38	53	78
Dean of Instruction	13	1	1	1	-	1	a 1	1	1	1	1	1	1	1	1
Dean of Men	13	1	1	1	1	1	-	b 1	1	1	1	1	1	1	1
Dean of Women	16	1	1	1	1	1	1	2	1	1	1	1	d 1	1	2
Dietitian	7	1	-	1	1	1	1	-	1	-	1	-	-	-	-
Director Tr'ng Sch'l	13	1	1	1	1	1	-	1	1	1	1	1	1	1	1
Instructors	386	30	34	7	12	23	20	c 64	19	21	31	23	21	28	53
Librarian	12	1	1	1	1	1	1	1	-	1	1	1	-	1	1
Librarian (Ass't)	11	-	-	-	-	1	1	2	1	-	1	2	1	-	2
Nurse	6	1	-	1	1	-	1	-	1	-	1	-	-	-	-
Physician (Collège)	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Studio Teachers	18	-	-	-	-	-	-	6	-	-	3	-	-	-	9
Tr'ng Sch'l Teachers	126	8	7	2	1	8	-	12	10	8	15	15	12	20	8
Others: Asst. Dean, Wom.	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Prin. of Jr. H.S.	1	-	-	-	-	1	-	-	-	-	-	-	-	-	-
Dir. of Teacher Tr'ng	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-
PART-TIME - TOTAL**	210	31	25	9	8	14	21	18	9	-	1	-	16	9	49
Coop. Tr'ng Teachers	205	30	25	9	8	13	19	18	9	-	1	-	15	9	49
Librarian	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Physician (College)	4	1	-	-	-	1	1	-	-	-	-	-	1	-	-
Studio Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Others:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dir. of Training Sch.	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-
NON-INSTRUCTIONAL STAFF - TOTAL***	23	1	4	-	-	-	-	3	-	4	-	2	2	3	4
Ass't Librarian	5	1	2	-	-	-	-	-	-	1	-	-	-	1	-
Dietitian	6	-	1	-	-	-	-	1	-	1	-	1	-	1	1
Nurse	9	-	1	-	-	-	-	2	-	1	-	1	1	1	2
Physician (Part-time)	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-
Physician	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Librarian	1	-	-	-	-	-	-	-	-	-	-	-	1	-	-
GRAND TOTAL	858	77	75	25	27	53	48	111	45	38	60	47	56	65	131

*Full-time instructors should include those instructors and others who meet the salary classification schedule, are classified as instructors, and who give full time to instructional or administrative duties. Deans should be included as such without duplication as instructors.

**Part-time instructors should include those whose salary is paid in part by the State Teachers College and are classified on the instructional staff.

***In this group include such persons as full-time librarians, et cetera, not on the instructional payroll, but who are associated in any way with instructional service.

a. Serves also as Dean of Men c. Two leaves of absence not included
b. Serves also as Instructor d. Serves also as Dietitian

REPORT OF STUDENTS MEETING
TEACHER CERTIFICATION STANDARDS

JANUARY 1939

STATE TEACHERS COLLEGES

Exhibit "C"

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

COLLEGE	State Standard		Elementary Field				Secondary Field					Elementary and Special Fields					Total Degree Graduates	
	Limited	Normal Certificate	Kindergarten-Primary	Intermediate	Rural	Cooperative	TOTAL	Art	Business Edu.	Health Edu.	Home Economics	Industrial Arts	Music	TOTAL	No. Grads with no previous teaching experience	No. thrs-in-serv. who returned for graduation		
TOTAL	47	-	45	18	24	1	47	40	5	10	8	5	10	2	132	82	50	
Bloomsburg	3	-	-	-	-	-	2	7	-	7	-	-	-	-	9	6	3	
California	2	-	4	1	3	-	7	8	-	-	-	8	-	19	11	8	-	
Cheyney	9	-	-	-	-	-	-	1	-	-	-	-	-	1	1	-	-	
Clarion	-	-	2	1	1	-	5	-	-	-	-	-	-	7	4	3	-	
E. Stroudsburg	1	-	-	-	-	-	-	1	-	1	-	-	-	1	1	-	-	
Edinboro	4	-	3	2	1	-	4	2	2	-	-	-	-	9	7	2	-	
Indiana	17	-	5	3	2	-	4	7	-	3	-	4	-	16	9	7	-	
Kutztown	8	-	5	4	1	-	2	3	3	-	-	-	-	10	-	10	-	
Lock Haven	-	-	-	-	-	-	2	1	-	1	-	-	-	3	3	-	-	
Mansfield	1	-	2	-	2	-	3	-	-	-	-	-	-	5	2	3	-	
Millersville	1	-	6	3	3	-	1	2	-	-	-	2	-	9	5	4	-	
Shippensburg	1	-	5	1	3	1	1	-	-	-	-	-	-	6	2	4	-	
Slippery Rock	-	-	1	1	-	-	6	3	-	-	3	-	-	10	8	2	-	
West Chester	-	-	12	2	8	-	10	5	-	3	-	-	2	27	23	4	-	

February 14, 1939

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Column 1	Column 2	Column 3	Column 4
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29	30	31	32
33	34	35	36
37	38	39	40
41	42	43	44
45	46	47	48
49	50	51	52
53	54	55	56
57	58	59	60
61	62	63	64
65	66	67	68
69	70	71	72
73	74	75	76
77	78	79	80
81	82	83	84
85	86	87	88
89	90	91	92
93	94	95	96
97	98	99	100

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Thursday, May 18, 1939

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held in Harrisburg, Friday, March 17, 1939.
- II. Unfinished Business
 - A. Report of the Curricular Revision Committee
 1. Content for New Syllabi
 2. Safety Education
 3. Approval of Curriculums Appearing in Bulletin 153, "Teacher Education Curriculums"
 4. Advanced Standing
 5. Interpretation of Student Teaching Requirements
 6. Revision of English Requirements
 - B. Report of the Budget Committee
 - C. Report of Dr. Ross re "Marking Systems"
 - D. Report of the Committee re "Limitation of Enrolments"
 - E. Reports from the Attorney General's Office
 1. Possibility of Providing Liability Protection
 2. Report on Play Production Material
 - F. Report of the Committee on Entrance Requirements
 1. Univorm College Admission Blank
 - G. Report of the Committee re "Revision of Enrolment Report"

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
5301 SOUTH DICKENS STREET
CHICAGO, ILLINOIS 60637

RECEIVED: 1961 APR 11 10 52 AM

APR 11 1961

MEMORANDUM

TO: DIRECTOR OF CHEMISTRY
FROM: [Name]

DATE: [Date]

SUBJECT: [Subject]

- 1. [Text]
- 2. [Text]
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- H. Report of the Committee re "Recognition by Middle States Association"
- I. Report of the Committee on Publications
- J. Report of the Fees Committee
 - 1. Fees for Secondary School Students
- K. Report of the Committee re "Service Areas"
- L. Report of the Committee re "Development of Format for Reporting Instructional and Non-Instructional Staffs in State Teachers Colleges"
- M. Report of Committee re "Testing Program"

III. New Business

- A. Question of Interpretation and Uniform Procedure re "Fees for Special Curriculums"
- B. Interpretation of Student Activity Fee
- C. Police Protection for State Teachers Colleges
- D. Conference for Laundry Operators in State institutions
- E. Summary of Enrolments in Pennsylvania State Teachers Colleges as of February 15, 1939.
- F. Home Economics Curriculum

THE HISTORY OF THE UNITED STATES

The first part of the book is devoted to the early history of the United States, from the discovery of the continent by Christopher Columbus in 1492 to the establishment of the first permanent settlements. The second part covers the period from the American Revolution to the Civil War, and the third part deals with the Reconstruction period and the rise of the industrial revolution.

The author, John Jay, was one of the most prominent statesmen of the early American Republic. He was a member of the Continental Congress, the first Chief Justice of the United States, and a signer of the Declaration of Independence. His work on the history of the United States is a classic and a valuable resource for students and scholars alike.

The book is written in a clear and concise style, and it provides a comprehensive overview of the early history of the United States. It is a must-read for anyone interested in the history of the United States.

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Thursday, May 18, 1939

By unanimous consent of the Board of Presidents and approval of the Superintendent of Public Instruction, the meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in Room 317 of the Department of Public Instruction, Thursday, May 18, 1939, instead of the scheduled date, Friday, May 19, 1939. The meeting was called to order at 9:00 A.M., Daylight Saving Time.

The following were present:

Francis B. Haas	Bloomsburg
Robert M. Steele	California
Leslie Pinckney Hill	Cheyney
Paul G. Chandler	Clarion
Tracy T. Allen	East Stroudsburg
Carmon Ross	Edinboro
Quincy A. W. Rohrbach	Kutztown
John G. Flowers	Lock Haven
Joseph F. Noonan	Mansfield
Landis Tanger	Millersville
Albert Lindsay Rowland	Shippensburg
Charles S. Miller	Slippery Rock
Charles S. Swope	West Chester

Lester K. Ade, Chairman
Henry Klonower, Secretary

Dr. Samuel Fausold, of Indiana, was not present at the meeting due to illness. He was represented by Dr. W. Ray Smith, Dean of Instruction, State Teachers College, Indiana.

On motion by Doctor Ross, seconded by Doctor Chandler, it was voted that Dean Smith convey to Doctor Fausold the greetings of the Board and its best wishes for a speedy recovery.

I. Approval of the minutes of the meeting of the Board of Presidents held in Harrisburg, Friday, March 17, 1939

On motion by Doctor Rohrbach, seconded by Doctor Chandler, it was voted that the minutes of the meeting of the Board of Presidents held in Harrisburg, Friday, March 17, 1939, be approved as submitted.

II. Unfinished Business

A. Report of the Curricular Revision Committee

1. Content for New Syllabi

Doctor Steele, Chairman of the Curricular Revision Committee, reported progress. He stated that he had placed in the hands of the committee a complete compilation of the course descriptions taken from the various catalogs for their perusal and recommendation.

2. Safety Education

Doctor Steele presented the following report of the committee:

"Report of Curricular Revision Committee
May 18, 1939

Re: Safety Education:

Because of the increasing importance of Safety Education particularly in connection with traffic regulation and the operation of motor vehicles.

The Curricular Revision Committee recommends:

1. That a course "Traffic Efficiency and Automobile Operation", two semester hours credit, be approved as a free elective.
2. That any Teacher College be authorized to offer this course provided in the opinion of the President sufficient demands exist to justify the offering.
3. That Teachers Colleges offering the course experiment with a development of curriculum material and activities in this course.

To those interested in developing the course the Committee calls attention to a list of Teachers Manuals in Safety Education published in the Phi Delta Kappan, April, 1939, Pages 403 and 404. The list referred to here is a list of Teachers Manuals in Driver Education and Training developed through Intensive Teacher Training Courses. Full information is given as to the cost and where these courses may be obtained.

Respectfully submitted,

T. T. Allen
Henry Klonower
Q. A. W. Rohrbach
Robert M. Steele, Chairman"

Doctor Ross stated that he felt this course in Safety Education should be offered as a required course instead of an elective course.

On motion by Doctor Haas, seconded by Doctor Rowland, it was voted to adopt the report of the committee.

Doctor Ross voted "no".

3. Approval of Curriculumms Appearing in Bulletin 153, "Teacher Education Curriculumms"

Doctor Steele stated the committee felt that since there have been certain changes made in the curriculumms since Bulletin 153 was issued, it seemed advisable to hold action on approval in abeyance.

On motion by Doctor Haas, seconded by Doctor Flowers, it was voted that Item 3 be removed from the Docket.

4. Advanced Standing

Doctor Steele presented the following report of the committee with reference to Advanced Standing:

"REPORT OF CURRICULAR REVISION COMMITTEE

May 18, 1939

Re: Admission with Advanced Standing

A report was made by the Curricular Revision Committee on March 17, 1939. This report was held over for further study by the Board.

The Committee has solicited the point of view of all members of the Board and resubmits its report as of that date, shown on Page 1338 in the Journal of a Meeting of the Board of Presidents, State Teachers Colleges, Friday, March 17, 1939:

- "1. Transfers from other institutions will not be accepted without certificates of honorable dismissal.
2. Credit will be given for acceptable courses pursued in accredited collegiate institutions in which the student has made a grade at or above the middle point of the grading scale.
3. All students who are candidates for a degree shall be required to arrange a program of studies approved by the Dean of Instruction. Any student desiring to pursue any part of this program at a different institution will be required to secure, in advance, the approval of such courses from the Dean of Instruction."

Respectfully submitted,

Henry Klonower
T. T. Allen
Q. A. W. Rohrbach
Robert M. Steele, Chairman"

Considerable question was raised concerning part 2 of the report.

On motion by Doctor Haas, seconded by Doctor Rowland, it was voted to amend the recommendation of the Curricular Revision Committee to read as follows:

- "2. Credit will be given for acceptable courses pursued in accredited collegiate institutions in which the student has made a grade above the lowest passing grade in the institution in which the work was done."

On motion by Doctor Ross, seconded by Doctor Miller, it was voted to accept the report of the Curricular Revision Committee re "Advanced Standing."

5. Interpretation of Student Teaching Requirement

Doctor Steele presented the following report of the committee with reference to the interpretation of student teaching requirement:

"REPORT OF CURRICULUM REVISION COMMITTEE May 18, 1939

Re: Interpretation of Minimum Student Teaching Requirements

The minimum student teaching requirement for certification is six semester hours. The American Association of Teachers Colleges set ninety clock hours as the minimum standard acceptable in student teaching.

The requirement of 180 clock hours for student teaching can be met in several ways. At least 90 of the 180 clock hours must be devoted to the duties which are generally considered as the responsibility of a teacher. These duties are (1) actual teaching of a class such as guiding pupil growth during the development of a unit of work, supervised study, discussion and evaluation periods, (2) conducting a class period which is devoted to supervised or directed study, (3) performing the duties which devolve on the sponsor of an extra-curriculum activity, (4) guiding an individual pupil or a small group of pupils in remedial work, (5) diagnosing the needs of an individual pupil or a small group of pupils. It is to be expected that the work of an individual student teacher will be diversified. The student should have the opportunity to participate in all of the activities mentioned above. In no case should all of the 90 clock hours be devoted to but one of the activities.

The remaining 90 clock hours may be devoted to the direct responsibilities of the teacher or to the related responsibilities. Among the related responsibilities are: (1) observation of teaching, (2) preparation of daily or unit plans for teaching, (3) preparation of tests, (4) scoring of tests and tabulation of test scores, (5) study and analysis of personnel records of pupils, (6) compiling and developing records and reports required in the school system in which the student teaching is done, such as the Attendance Register required by the Department of Public Instruction. In this should also be included at least one hour weekly in group or individual conference with the individual charged by the institution with direction of student teaching.

If the student teachers are required to spend the entire day in the school in which student teaching is done, six weeks will be required to satisfy the requirement of 180 clock hours. If the student teaching is to be spread over an entire semester two hours per day for 90 days will be required. If one half day is devoted to student teaching, sixty days or three school months will be required to complete 180 clock hours. The Committee admits that even 24 hours is not the optimum preparation.

Respectfully submitted,

Henry Klonower
T. T. Allen
Q. A. W. Rohrbach
Robert M. Steele, Chairman "

6. Revision of English Requirements

Doctor Steele presented the following report of the committee with reference to the revision of the English requirements:

"REPORT OF CURRICULAR REVISION COMMITTEE May 18, 1939

Re: Revision of the English Requirements

The advisability of increasing the requirements for students seeking to prepare for teaching English was referred to this committee. It should be pointed out that this Board has no authority to change existing regulations for the certification of teachers. It can merely recommend to the State Council of Education that requirements be changed. This the Board has done in asking that certification requirements for secondary teachers be increased from eighteen to a minimum of twenty-four semester hours in all subject matter fields. If the Board's recommendation should be approved, a minimum increase of six hours will be effected.

The committee admits that even twenty-four hours is not the optimum preparation for a teacher of English but it is possible by restricting a prospective teacher of English to one area of concentration to take forty-two semester hours of English in addition to twelve semester hours in the same field required of all prospective secondary academic teachers, or a total of fifty-four semester hours of English plus the required three hour course in Speech.

The committee doubts the advisability at this time of changing its recommendations now before the State Council of Education.

Respectfully submitted,

T. T. Allen
Henry Klonower
Q. A. W. Rohrbach
Robert M. Steele, Chairman"

Doctor Steele stated that there seems to be considerable question as to whether the courses now required in the area of English sufficiently cover the work actually to be taught in high school English. He felt that a rather detailed study should be made of this problem.

On motion by Doctor Rohrbach, seconded by Doctor Flowers, it was voted that the Board accept for further study the report of the Curricular Revision Committee re Revision of English Requirements.

B. Report of the Budget Committee

Doctor Miller, Chairman of the Budget Committee, stated that he had no report to present at the meeting.

C. Report of Dr. Ross re "Marking Systems"

Doctor Ross reported progress. He stated that the material was being mimeographed at the present time and that he would mail the material to the members of the Board with reference to marking systems.

On motion by Doctor Steele, seconded by Doctor Chandler, it was voted that Doctor Ross' report be accepted.

D. Report of the Committee re "Limitation of Enrolments"

Doctor Flowers, Chairman of the Committee re "Limitation of Enrolments", stated that inasmuch as there was much information concerning enrolments in the institutions that the committee did not have, he felt that no specific recommendations could be made at that time. He stated that there were many problems involved in this study with reference to the population and needs of the various districts, facilities at the institutions, et cetera. The committee felt, however, that no institution should be allowed to grow to the extent that other institutions will be sacrificed.

On motion by Doctor Rohrbach, seconded by Doctor Hill, it was voted that the report of progress be accepted and that the study be continued and report made at a subsequent meeting of the Board.

E. Reports from the Attorney General's Office

1. Possibility of Providing Liability Protection
2. Report on Play Production Material

No reports had been received.

On motion by Doctor Steele, seconded by Doctor Tanger, it was voted that the report of no progress be accepted and that the item be continued on the Docket.

F. Report of the Committee on Entrance Requirements

1. Uniform College Admission Blank

Doctor Steele, Chairman of the Committee on Entrance Requirements stated that the committee had revised pages 1 and 2 of the Application for Admission form which had been suggested by the Department for use in the institutions of higher learning. This form follows page 1355.

Application for Admission

To the Applicant: Please fill in the first two pages of this application; then take the form to your high school principal who will fill in pages three and four.

1. Name of Applicant _____
(Please Print) Last Name First Name Middle Name

2. Permanent Address _____
Number and Street City County State

3. Date of Birth _____ Place of Birth _____
Month Day Year City and State or Country

4. Sex _____ Nationality _____ Race _____ Church preference _____

5. Name of Parent or Guardian _____

6. Address of Parent or Guardian _____
Number and Street City State

7. Birthplace of Father _____ Mother _____
State or Country State or Country

8. Occupation of Parent or Guardian _____

9. List below the secondary schools (Junior High, Senior High, and Preparatory Schools) and higher institutions you have attended:

Name of School	Location	From	To	Year Graduated
a. _____	_____	_____	_____	_____
b. _____	_____	_____	_____	_____
c. _____	_____	_____	_____	_____

10. Check the curriculum you desire to take:

- Kindergarten-Primary
- Intermediate
- Rural
- Secondary-Junior-Senior High School

Special Curricula

- | | |
|------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Art Education | <input type="checkbox"/> Industrial Arts |
| <input type="checkbox"/> Commerce | <input type="checkbox"/> Library |
| <input type="checkbox"/> Cooperative Education | <input type="checkbox"/> Music |
| <input type="checkbox"/> Health Education | <input type="checkbox"/> Kindergarten Education |
| <input type="checkbox"/> Home Economics | <input type="checkbox"/> Special Education |

11. List, after the proper heading as given below, the specific school activity in which you were active while in high school; also list offices held and honors received:

- Dramatics, debating, literary: _____
- Musical: _____
- Publications: _____
- Student Government: _____
- Others: _____

Name

12. What were your hobbies while in high school? _____
13. Indicate here the amount and type of any special training you may have had along such lines as art, music, stenography, apprenticeship, etc. _____
14. List here any physical disabilities or handicaps of which you are aware: _____
15. In what extra-curricular activities do you expect to participate while in college? _____
16. Do you expect to enroll as a commuting student or as a dormitory student? _____
17. When do you expect to enter this college? Month _____ Year _____
18. Have you read the catalog of this college? _____
19. Are you depending on your own earnings? _____ Partially? _____ Wholly? _____
20. Is any one dependent on you for support? _____? Are you married? _____
21. Will it be necessary for you to earn money during the school year to help pay your college expenses? _____ If so, what type of work are you qualified to do? _____

22. If you have been employed list below the exact type of work you have done.

<u>Type</u>	<u>Years</u>	<u>Months</u>	<u>Salary</u>
-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----

23. Why do you wish to prepare for teaching? _____
24. When did you decide to prepare for teaching? _____

I certify that the above statements are correct and that, in consideration of receiving tuition at the State Teachers College at _____, Pennsylvania, I hereby obligate myself to teach in the public schools of the Commonwealth of Pennsylvania for not less than two years.

Date

Signature of Applicant

Application is approved
approved on probation
not approved

President of College

Date

On motion by Doctor Allen, seconded by Doctor Steele, it was voted that the report of the committee be accepted with thanks and that each member of the Board be instructed to give his individual reaction to the suggested admission blank to the Chairman of the Committee within the next two weeks in writing.

G. Report of the Committee re "Revision of Enrolment Report"

Doctor Steele, Chairman of the Committee re "Revision of Enrolment Report", presented the following report: (This form follows page 1356)

"Report of
Committee on Revision of Enrolment Form
May 18, 1939

The Committee appointed to make a study of the enrolment form for State Teachers Colleges has given careful study to the problems involved and submits its report herewith:

- I. Page 2 of the previous form has been revised so as to show the number of Class I students enrolled in the First Year and in the Second Year of the basic general course. A distribution of students is provided for the Third and Fourth Years into Elementary and Secondary. Provision is made for the distribution of students throughout each of the four years in special curriculums. The distribution by counties and number from other states has been retained and at the bottom of the page a summary has been included which shows the total number of students in each of Class I, II, and III, distributing the number between day and resident students and between male and female. The grand total presents in one figure the total number of students receiving instruction preparatory to teaching.
- II. Page 3 provides for a somewhat different arrangement of Class II and Class III students. These reports are so arranged so that Class II students may be adjusted easily in terms of full-time students, Class II and Class III.
- III. On page 4 a summary of enrolment adjusted in terms of full-time students is provided. The total here indicates the total instructional load in terms of full-time students.
- IV. No changes have been made in Class IV or Class V since these classes properly speaking do not in any case except in connection with the special Music and Art curriculums constitute an instructional load on the teaching staff. Such instructional load as is implied in Class IV and Class V is covered in the total adjusted enrolment.

State Teachers College at _____

Enrolment on _____ Date

Class I Students (who have met in full the entrance-requirements and who are pursuing as full-time students, a regularly adopted and authorized curriculum for the preparation of teachers for the public schools) as follows:

Curriculum	Number Enrolled			Distribution by Counties and Number from Other States									
	M	F	T										
First Year-General				Adams			Lawrence						
Second Year-General				Allegheny			Lebanon						
Elementary				Armstrong			Lehigh						
Third Year Secondary				Beaver			Luzerne						
Elementary				Bedford			Lycoming						
Fourth Year Secondary				Berks			McKean						
Special Curriculum	First Year Students			Blair			Mercer						
	Second	"	"	Bradford			Mifflin						
	Third	"	"	Bucks			Monroe						
	Fourth	"	"	Butler			Montgomery						
	First	"	"	Cambria			Montour						
	Second	"	"	Cameron			Northampton						
	Third	"	"	Carbon			Northumberland						
	Fourth	"	"	Center			Perry						
	First	"	"	Chester			Philadelphia						
	Second	"	"	Clarion			Pike						
	Third	"	"	Clearfield			Potter						
	Fourth	"	"	Clinton			Schuylkill						
	First	"	"	Columbia			Snyder						
	Second	"	"	Crawford			Somerset						
	Third	"	"	Cumberland			Sullivan						
	Fourth	"	"	Dauphin			Susquehanna						
	First	"	"	Delaware			Tioga						
	Second	"	"	Elk			Union						
	Third	"	"	Erie			Venango						
	Fourth	"	"	Fayette			Warren						
Others (Please describe,				Forest			Washington						
				Franklin			Wayne						
				Fulton			Westmoreland						
				Green			Wyoming						
				Huntingdon			York						
				Indiana			Total from Penna.						
				Jefferson			From other states						
				Juniata									
				Lackawanna			Total of Class I						
				Lancaster			Students						
Summary	Number Of Students	Class I			Class II			Class III			TOTALS		
		M	F	T	M	F	T	M	F	T	M	F	T
	Day												
	Resident												
Total													
GRAND TOTAL													

*Write in special curriculum applicable.

Summary of Enrolment
(Adjusted in terms of full time students)

Class I	
Class II	
Class III	
Total	

Class IV Students (part-time students who are taking studio lessons in Music, Art, Public Speaking, or any other subject on the individual teacher-pupil basis) as follows:

A. Those students who have this part-time work ONLY.

	Male	Female	Total
Music			
Art			
Public Speaking			
Other Subjects			
TOTAL			

B. Those regularly enrolled students who are doing this part-time work as an EXTRA:

	Male	Female	Total
Music			
Art			
Public Speaking			
Other Subjects			
TOTAL			

The Committee recommends the adoption of this form subject to such refinements as appear necessary in working up the form.

Respectfully submitted,

Francis B. Haas
Joseph F. Noonan
Robert M. Steele, Chairman"

On motion by Doctor Miller, seconded by Doctor Flowers, it was voted that page 3, Class III be amended to read as follows:

"Class III Part-time Campus Students Taking
Fewer than 12 Semester Hours"

It was suggested that on page 3 under Class II a column be provided for Extension Center and Instructor.

On page 4 under Summary of Enrolment, it was suggested that a column be provided for Actual Total and Adjusted Total.

On motion by Doctor Steele, seconded by Doctor Rowland, it was voted that the report of the Committee re "Revision of Enrolment Report" be accepted.

On motion by Doctor Miller, seconded by Doctor Steele, it was voted that the Board adjourn for lunch at 1:00 P.M. to meet again at 2:00 P.M.

H. Report of the Committee re "Recognition by
Middle States Association"

On motion by Doctor Haas, seconded by Doctor Rowland, it was voted that this item be removed from the Docket.

I. Report of the Committee on Publications

Doctor Haas, Chairman of the Committee on Publications, reported progress.

J. Report of the Fees Committee

1. Fees for Secondary School Students

The question of Housing Fees, Contingent Fees, and Activities Fees for Secondary School students was discussed.

Doctor Noonan stated that he felt the Housing Fee for secondary school students should be the same as that for college students inasmuch as the cost of housing secondary school students is greater than that of housing of college students.

Doctor Haas raised the question as to what groups served should fees be charged; should they be uniform fees or should they be left to the local administration?

Doctor Noonan pointed out that the situations at West Chester, Indiana, and Mansfield were entirely different inasmuch as a different type of service is offered at each of the institutions.

On motion by Doctor Haas, seconded by Doctor Noonan, it was voted that such fees may be charged for students attending campus training schools as may be approved by the local institutions and approved by the Superintendent of Public Instruction.

K. Report of the Committee re "Service Areas"

Doctor Rowland called the attention of the members of the Board to the report of the Committee re Service Areas as it appeared in the minutes of the Board of Presidents, March 17, 1939.

On motion by Doctor Rowland, seconded by Doctor Tanger, it was voted that the item be carried over on the Docket.

L. Report of the Committee re "Development of Format for Reporting Instructional and Non-Instructional Staffs in State Teachers Colleges"

Doctor Rowland, Chairman of the Committee, reported progress.

M. Report of Committee re "Testing Program"

Doctor Flowers, Chairman of the Committee re "Testing Program" reported progress and stated that the committee would have a detailed report at the next meeting of the Board.

On motion by Doctor Steele, seconded by Doctor Flowers, it was voted that the colleges proceed with the use of such tests as they deem advisable and prepare for freshmen examinations to be held July 14 and September 7.

III. New Business

A. Question of Interpretation and Uniform Procedure re "Fees for Special Curriculums"

Questions were raised with reference to the fees charged students registered in special curriculums but who desire to complete merely academic subjects in the summer session.

Questions were also raised with reference to academic students who desire to register for special class subjects in the summer session and the amount of fees charged these students.

On motion by Doctor Rowland, seconded by Doctor Steele, it was voted that this matter be referred to the Fees Committee for report at a subsequent meeting of the Board.

B. Interpretation of Student Activity Fee

By unanimous consent this item was carried over on the Docket.

C. Police Protection for State Teachers Colleges

Doctor Haas stated that there was a bill before the General Assembly that dealt with police protection for Welfare institutions. He asked whether the State Teachers Colleges were included in this bill.

It was requested that copies of this bill be sent to the State Teachers Colleges.

D. Conference for Laundry Operators in State institutions

Doctor Klonower spoke of the importance of the Laundry Conference to be held at State College June 16 and 17. He stated that all the State Teachers Colleges were planning to be represented at the Conference. He pointed out that it was vitally important that the laundry operators take part in this Conference at which much valuable knowledge would be gained in connection with the operations of the laundries.

E. Summary of Enrolments in Pennsylvania State Teachers Colleges as of February 15, 1939

A copy of this chart follows page 1363 as Exhibit "A".

F. Home Economics Curriculum

Doctor Steele, Chairman of the Curricular Revision Committee, stated that the two institutions, Indiana and Mansfield, offering the Home Economics Curriculum together with the Department of Public Instruction and in line with the requirements for Federal support on a vocational basis, had agreed upon a revised curriculum. He pointed out that the Curricular Revision Committee had been requested to work with these groups in attempting to set up the best possible distribution by semesters.

On motion of Doctor Noonan, seconded by Doctor Smith, it was voted that the proposed curriculum that was agreed upon by both institutions be accepted and that the Curricular Revision Committee be instructed to work with the institutions in arriving at an acceptable distribution of the work.

G. Purchase Requests

Dr. Donald P. Davis, Director, Bureau of Administration and Finance appeared before the Board.

Doctor Davis stated that the Department was having trouble with large purchase requests at the end of the biennium. He pointed out, however, that Doctor Ade took the position that anything that was constructive and warranted purchase, the requisition was approved. He further stated that the Department had the understanding with the Budget Office that anything that carried the signature of the Department would be approved.

Doctor Davis advised the members of the Board that the Department was having trouble auditing local purchases under ten dollars. He asked that the Budget Committee of the Board meet with him to work out a possible solution to the problem.

H. Purchase of Secondary School Lists

The question of buying lists of secondary school graduates was raised by Doctor Davis. These lists are prepared and sold by the Pennsylvania Branch Department of Secondary School Principals of the National Education Association.

Doctor Rowland stated that it was his opinion that since the State Teachers Colleges were part of the public school system, it should be their privilege to secure from the high school principals lists of their graduates without cost.

Doctor Paul L. Cressman, Director, Bureau of Instruction, appeared before the Board.

Doctor Cressman pointed out that this association was formed for the main purpose of clearing up rackets. The Department made a study of the situation, he stated, and advised the high school principals to band together to do away with such procedures. Doctor Cressman stated that the charge that is made for these lists of graduates merely covers the cost of printing them.

On motion by Doctor Rowland, seconded by Doctor Noonan, it was voted that a committee of the Board be appointed to consult with the officials of this organization for the purpose of bringing the point of view of the Board to their attention and for the purpose of clearing the matter.

I. Meeting of Deans of Instruction

On motion by Doctor Haas, seconded by Doctor Noonan, it was voted that authorization be given to the Department to call a meeting of the Deans of Instruction at a satisfactory time.

J. Secondary School Appraisal Program of Summer School Students

Doctor Cressman read to the members of the Board a sample letter which had been prepared to the Presidents of the State Teachers Colleges and various Liberal Arts Colleges with reference to the secondary school appraisal program of summer school students. He pointed out that a representative from the Department would visit the institutions and present lantern slides in connection with the new secondary school criteria.

The members indicated that they would welcome such a visit to their institutions.

K. Pennsylvania Farmer

Doctor Klonower read to the members of the Board the letter which he had received from Mr. C. L. White, Advertising Manager, Pennsylvania Farmer, with reference to the possibility of a composite advertisement of the State Teachers Colleges being inserted in this magazine.

On motion by Doctor Rowland, seconded by Doctor Noonan, it was voted that Mr. White be advised that while the Board appreciated the opportunity that was presented, it regretted that a view of the action of the Board taken July 8, 1938, with reference to this matter, it would not be possible to insert a composite statement in the Pennsylvania Farmer magazine.

L. Vocational Conference

Doctor Smith extended to the members of the Board a cordial invitation to attend the Vocational Conference to be held at Indiana June 28, 29, 1939.

The Board adjourned at 3:30 P.M. Daylight Saving Time.

Approved: _____

May 27, 1939

Lester K. Ade

Superintendent of Public Instruction

Frank Klonower
Secretary

-1361-

Exhibit "A"

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER EDUCATION AND CERTIFICATION
Harrisburg

SUMMARY OF ENROLLMENTS IN PENNSYLVANIA STATE TEACHERS COLLEGES

Covering Number of Different Students as of February 15, 1939

Class I Students Full-time Teacher Education in Regular Curriculums As of February 15, 1939	TOTAL										Class II Students in Extension Courses	No. of Centers where Classes are Held	Enrol- ment of Teachers in service	Length of Lessons in Minutes	Number of Day and Resident Students																			
	Bloomersburg		California		Cheyney		East Stroudsburg		Edinboro						Indiana		Kutztown		Lock Haven		Mansfield		Shippensburg		West Chester									
	2	3	4	5	6	7	8	9	10	11					12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			
Total Class I Students	8155	656	628	167	253	494	273	1260	473	402	557	488	483	617	1514	TOTAL	21	643	100-105-120	5285	4283	3892	4263	1287	-	78	-							
First Semester	140	-	18	33	5	5	6	12	4	3	7	8	5	6	30	Bloomersburg	-	-	150-180-200	580	252	404	252	134	-	62	-							
Second Semester	1805	101	138	22	21	76	65	170	115	99	74	103	103	118	501	California	-	-	-	686	166	463	165	215	-	18	-							
General	1309	84	92	18	70	66	50	141	90	85	79	99	94	86	268	Cheyney	-	-	-	52	115	52	115	-	-	-	-							
Third Year	848	54	71	22	10	16	11	90	50	31	32	45	48	38	130	Clarton	-	-	-	281	86	168	85	83	-	-	-							
Fourth Year	1190	542	47	32	-	24	55	19	47	48	41	38	34	37	90	East Stroudsburg	1	32	100	165	321	163	321	2	-	-	-							
Elementary	407	14	40	29	4	17	4	45	20	21	19	34	27	19	112	Edinboro	10	289	100-150-200	165	130	143	130	23	-	-	-							
Secondary	961	554	50	41	-	15	42	28	52	47	53	55	35	30	81	Indiana	1	14	120	628	802	458	802	184	-	-	-							
First Year	64	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Kutztown	-	-	-	455	249	226	248	250	-	-	-							
Second Year	61	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Lock Haven	4	187	100-150	322	126	278	128	46	-	-	-							
Third Year	61	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Mansfield	-	-	-	228	347	210	347	26	-	-	-							
Fourth Year	39	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Millersville	2	40	180	421	213	276	213	146	-	-	-							
Business Education	312	112	-	-	-	-	-	-	-	-	-	-	-	-	-	Shippensburg	2	69	105-150	512	283	230	283	87	-	-	-							
First Year	199	81	-	-	-	-	-	-	-	-	-	-	-	-	-	Slippery Rock	2	69	-	270	284	223	294	47	-	-	-							
Second Year	136	57	-	-	-	-	-	-	-	-	-	-	-	-	-	West Chester	1	12	150	701	912	602	912	99	-	-	-							
Third Year	249	50	-	-	-	-	-	-	-	-	-	-	-	-	-	Class III	-	-	-	238	347	210	347	26	-	-	-							
Fourth Year	135	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Part-time Campus	-	-	-	421	213	276	213	146	-	-	-							
Health Education	138	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Students taking	-	-	-	238	347	210	347	26	-	-	-							
First Year	155	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Less than 15 s. s.	-	-	-	421	213	276	213	146	-	-	-							
Second Year	162	-	-	-	-	-	-	-	-	-	-	-	-	-	-	a. Teachers-in-service	-	-	-	238	347	210	347	26	-	-	-							
Third Year	55	-	-	-	-	-	-	-	-	-	-	-	-	-	-	b. Others	-	-	-	421	213	276	213	146	-	-	-							
Fourth Year	41	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Class IV (Part-time Studio)	-	-	-	270	284	223	294	47	-	-	-							
Home Economics	542	84	-	-	-	-	-	-	-	-	-	-	-	-	-	Students Lessons Individual	-	-	-	701	912	602	912	99	-	-	-							
First Year	120	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Teacher-Pupil Ratio	-	-	-	701	912	602	912	99	-	-	-							
Second Year	68	-	-	-	-	-	-	-	-	-	-	-	-	-	-	A. Part-time ONLY	-	-	-	701	912	602	912	99	-	-	-							
Third Year	80	-	-	-	-	-	-	-	-	-	-	-	-	-	-	B. Regular Students-EXTRA work	-	-	-	701	912	602	912	99	-	-	-							
Fourth Year	51	-	-	-	-	-	-	-	-	-	-	-	-	-	-	TOTAL	-	-	-	1287	377	9	1686	25	76	27	-							
Industrial Arts	172	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Class I	-	-	-	8155	3540	4815	134	56	-	-	-							
First Year	120	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Full-time Students	-	-	-	658	323	388	134	56	-	-	-							
Second Year	107	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Regular Curriculums	-	-	-	628	326	302	215	66	5	145	9	18						
Third Year	84	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Class V Pupils	-	-	-	187	42	125	-	-	-	-	-							
Fourth Year	134	6	24	1	4	-	12	-	11	20	10	-	11	20	15	California	-	-	-	255	125	130	-	-	-	-	-							
Cooperative	28	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Cheyney	-	-	-	484	261	228	-	-	-	-	-							
Cooperative Curriculum: 18 Third Years; 10 Fourth Year																East Stroudsburg	-	-	-	278	117	166	23	10	-	-	-							
																Edinboro	-	-	-	1260	392	868	164	49	109	5	4	13						
																Indiana	-	-	-	473	186	287	230	47	-	-	-	-						
																Kutztown	-	-	-	402	197	205	46	10	2	30	4	-						
																Lock Haven	-	-	-	557	183	374	28	6	-	-	-	-						
																Mansfield	-	-	-	488	231	257	148	42	-	-	-	-						
																Millersville	-	-	-	488	224	259	82	35	1	4	3	-						
																Shippensburg	-	-	-	517	214	303	47	16	-	-	-	-						
																Slippery Rock	-	-	-	1514	521	983	99	13	-	-	-	-						
																West Chester	-	-	-	1514	521	983	99	13	-	-	-	-						
																Class V Pupils	-	-	-	1514	521	983	99	13	-	-	-	-						
																in	-	-	-	1514	521	983	99	13	-	-	-	-						
																Practise School	-	-	-	1514	521	983	99	13	-	-	-	-						
																TOTAL	-	-	-	1514	521	983	99	13	-	-	-	-						
																Bloomersburg	-	-	-	4933	6104	339	549	1767	511	6095	979	430	1302	591	1337	894	2627	
																Campus Schools	-	-	-	4065	234	157	60	155	268	85	401	291	430	508	591	144	543	210
																Local Schools	-	-	-	8690	1864	368	-	394	657	226	1127	620	-	196	-	1183	-	2036
																Non-Local Schools	-	-	-	15503	2835	5679	279	-	852	-	4567	68	-	600	-	341	-	382

March 7, 1939

DISTRIBUTION OF STUDENTS IN STATE TEACHERS COLLEGES BY COUNTIES - AS OF FEBRUARY 15, 1939

COUNTY	TOTAL	Bloomsburg	California	Cheyney	Clarion	East Stroudsburg	Edinboro	Indiana	Kutztown	Lock Haven	Mansfield	Millersville	Snippensburg	Slippery Rock	West Chester
TOTAL	8155	656	628	167	253	484	273	1260	473	402	557	488	433	517	1514
Adams	37	1	-	-	-	-	-	3	1	-	1	4	18	-	9
Allegheny	446	-	84	5	17	1	8	159	-	4	3	3	-	157	5
Armstrong	79	-	4	-	6	-	1	61	-	-	-	-	-	6	1
Beaver	72	-	3	-	-	-	5	17	-	1	-	-	5	40	1
Bedford	32	-	1	-	-	-	-	10	-	3	-	3	7	-	8
Berks	273	6	-	-	-	22	1	2	180	2	1	9	-	-	50
Blair	147	-	1	-	-	-	-	39	-	27	1	24	38	2	15
Bradford	102	3	-	-	-	2	2	3	-	1	86	1	-	-	4
Bucks	86	4	-	1	-	10	1	1	-	1	-	5	3	-	60
Butler	128	-	2	-	-	-	1	7	-	-	-	-	-	117	1
Cambria	208	-	7	1	1	1	1	159	-	13	3	1	8	3	10
Cameron	2	-	-	-	-	-	-	-	-	1	1	-	-	-	-
Carbon	65	6	-	-	-	20	1	2	9	-	5	-	1	-	21
Center	26	-	-	-	-	1	-	7	-	14	1	-	-	-	3
Chester	301	2	-	12	-	2	2	-	4	-	5	12	-	-	262
Clarion	130	-	-	-	123	-	-	4	2	-	-	1	-	-	-
Clearfield	77	1	2	-	4	-	-	27	-	34	1	-	1	4	3
Clinton	196	-	-	-	-	-	-	-	-	195	1	-	-	-	-
Columbia	219	204	-	-	-	6	-	1	-	-	3	1	-	-	4
Crawford	69	-	-	-	7	1	46	5	-	-	2	-	-	8	-
Cumberland	165	1	1	-	-	-	-	9	-	1	3	3	128	-	19
Dauphin	140	12	1	3	-	1	1	9	3	-	4	16	55	-	35
Delaware	331	1	-	27	-	4	-	1	2	1	3	8	3	-	281
Elk	20	-	2	-	7	-	-	5	-	6	-	-	-	-	-
Erie	179	-	4	1	-	2	147	14	1	-	1	-	-	8	1
Fayette	180	-	151	2	-	-	-	17	-	4	2	-	-	3	1
Forest	5	-	-	-	4	-	1	-	-	-	-	-	-	-	-
Franklin	129	-	-	1	-	3	-	5	-	-	-	2	106	-	12
Fulton	12	-	-	-	-	-	-	1	-	1	-	-	10	-	-
Greene	24	-	16	-	-	-	-	7	-	-	-	-	-	1	-
Huntingdon	25	-	1	-	-	1	-	4	-	2	-	1	12	-	4
Indiana	336	-	1	-	-	-	-	330	-	-	-	-	-	5	-
Jefferson	89	-	1	-	33	-	2	49	-	1	-	-	-	2	1
Juniata	15	-	-	-	-	-	-	3	-	-	-	-	9	-	3
Lackawanna	141	30	-	-	-	67	2	-	1	2	25	2	-	-	12
Lancaster	324	2	-	-	-	-	1	4	1	-	4	274	4	1	33
Lawrence	95	-	1	-	4	-	3	16	-	-	1	-	-	68	-
Lebanon	39	-	-	-	-	-	-	-	4	-	6	10	1	-	18
Lehigh	204	12	-	-	-	20	-	4	130	1	2	6	1	-	28
Luzerne	363	175	1	-	-	64	-	5	8	4	50	8	-	-	53
Lycoming	86	11	-	-	-	7	-	-	-	43	22	-	1	-	2
McKean	44	-	1	-	9	-	1	3	-	4	23	-	2	1	-
Mercer	69	-	-	2	2	-	9	18	-	-	1	-	1	36	-
Mifflin	26	-	1	-	-	-	-	4	-	3	-	1	10	2	5
Monroe	127	-	-	-	-	122	-	1	-	-	-	1	-	-	3
Montgomery	202	4	2	9	-	2	-	8	17	-	3	6	6	-	145
Montour	32	26	-	-	-	1	-	1	-	-	3	-	-	-	1
Northampton	95	1	-	-	-	44	-	2	21	-	1	2	-	-	24
Northumberland	104	72	1	-	-	3	-	1	1	9	3	5	2	-	7
Perry	27	2	-	-	-	-	-	5	-	-	4	2	10	1	3
Philadelphia	383	3	1	96	-	7	-	-	2	-	-	13	2	-	259
Pike	6	-	-	-	-	4	-	-	1	-	-	-	-	-	1
Potter	25	2	-	-	1	1	1	1	-	2	17	-	-	-	-
Schuylkill	248	49	-	-	-	20	-	5	81	1	20	12	7	-	53
Snyder	13	3	-	-	1	-	-	-	-	5	1	1	2	-	-
Somerset	69	-	8	-	-	1	3	36	2	9	1	3	1	4	1
Sullivan	11	4	-	-	-	4	-	-	-	-	3	-	-	-	-
Susquehanna	44	2	-	-	-	3	1	-	-	-	37	-	-	-	1
Tioga	164	-	-	-	-	1	-	1	-	1	161	-	-	-	-
Union	16	5	-	-	-	2	-	-	-	5	3	-	-	-	1
Venango	55	-	1	-	20	-	8	10	-	-	-	-	-	16	-
Warren	37	-	-	-	10	-	15	6	1	-	2	-	-	3	-
Washington	264	-	222	3	-	-	2	27	-	-	1	-	-	9	-
Wayne	23	2	-	-	-	7	-	1	-	-	8	-	-	-	5
Westmoreland	271	-	106	-	4	-	2	133	-	-	-	1	2	20	3
Wyoming	26	6	-	-	-	5	-	-	-	-	14	-	1	-	-
York	118	3	1	-	-	1	2	5	1	-	6	46	28	-	27
Total from Penna.	8101	655	628	153	253	463	270	1260	473	401	549	487	433	517	1499
From Other States	54	1	-	4	-	21	3	-	-	1	8	1	-	-	15

