Brooklyn College
Norrisville Faculty Committee
Minutes
April 21, 1944

The meeting called by the Chairman came to order at 7:30 P.M., Friday evening, April 21, 1944.

Those present: Professor Ralph Benedict, Chairman; Miss Ruth Mohl, and Messrs. Booth and Missall.

Absent and excused: Professor Fleisher, Misses Mac Millan, and Robinton, and Mr. Barnard.

The discussion of the meeting was divided into two major categories: (1) general state of planning regarding staff, and (2) course of study.

The Chairman announced that it was our good fortune to secure the services of Mr. Jack Wolfe, Instructor in Mathematics. The Chairman also reported that he is now in the center of negotiations designed to provide staff members for Sociology and Economics secured from Cornell, Colgate, or Syracuse. The selection of Miss Kathryn Benedict as a staff member assigned the general responsibility of supervising women's dormitories was supported heartily by the Committee. Communication with the President of the College has made it clear that we need not be restricted to a minimum class enrollment so long as our class enrollment generally does not provide the basis for invidious comparisons.

In a discussion of finances, it was agreed, that of a possible $2500 supplied by the State of New York for supervisory work, that the fund should be pooled and distributed in accordance with the percentages suggested, to the following categories:

$1000 for staff living expenses
500 for reserve, emergencies, or generally not allocated, pending further considerations
1000 for additional staff members, whose teaching services cannot be compensated out of New York City funds. This money is to be left under the control of the Director of the Project to be used for such staff negotiations.

A supply budget of $1200 provided for the Project this year, which was not available last year, will provide funds for photographic materials, advance travelling expenses, and such other items of supply which the staff members may deem advisable.

It was also agreed that the Director should feel free to expend a sum of approximately $150.00 in the payment of the traveling, living expenses and honorarium for the services of Mr. Arnold Eagle, Project Photographer.

The present state of the curriculum suggest the following courses:

Mathematics 41 and 4
Political Science 1
Sociology 4 (?)
Economics (?)

Optional - (which may be attractive to freshmen as well as upper classmen)

Biology 2
Geology 1
Cryptography
Sociology 15 (?)
Electives -

English 11 or 12 and 32
Political Science 11, 1
Economics - if given - courses chosen from 28, 29, or 29.5

Mr. Smith will offer First Aid (2 credits), required of Hygiene majors, and also supervise the physical activities program (1/2 credit) which will be attractive for lower classmen primarily.

In a closing discussion of recruiting, Professor Benedict promised to try to finish a draft of an application form over the week-end. He also announced that he has been seriously considering the purchase of Morrisville stationery - which may be sold to students at cost - as well as be used for Project correspondence. The Committee supported this idea. A brochure, for recruiting purposes, containing a rewrite of last year's folder, the addition of a student appeal for recruits, and a description of courses to be presented, is in the process of preparation. The Chairman requested all staff members to submit descriptions of their courses early in the week of April 24th.

Professor Fleisher and Mr. Booth were designated as the administrators responsible to function in the capacity of registrars for the Project.

The meeting was adjourned at 9:35 P.M.

Respectfully submitted,

E. Missall, Secretary