

(1) That the young ladies in the dormitories may receive calls by young men in the dormitory reception room from 8 to 10 o'clock on Friday nights and Saturday nights, under the following conditions: a. The parents of the girl or girls concerned to give standing or special permission for her or them to receive a caller or callers; b. all arrangements for calling, except under special circumstances, to be made in advance, with the approval of President Burruas and Mrs. Brooke, matron; c. the same girl, ordinarily, not to have callers on successive evenings.

(2) That steps be taken to provide occasional social or literary functions at the school, to which the young ladies may invite their approved gentleman friends; but that they be not allowed to go away from the school, to town or elsewhere, in company with young men, unless under the regular conduct of the chaperones; but under such restrictions young men, approved in advance as for calling, may be allowed in the company.

(3) That the girls be allowed to go walking Sunday afternoons, provided they can find an approved chaperone, and go in her company.

It was decided that study-hour be observed in the dormitories from 7 to 10 o'clock each week night, except Friday night and Saturday night; provision to be made for optional study in the library on Friday night and Saturday night.

It was also decided that the Committee on Student Welfare outline a scheme for inaugurating a system of student government.

The meeting adjourned at 10:40 p.m., subject to the call of the President.

John W. Wayland,
Secretary.

Approved.

Correction -

Frances Sibert's request to do so was referred
to Miss E. P. Cleveland.

Wednesday, Nov. 3, 1909.

The faculty met in the English Room of Science Hall at 4:55 p.m. The following were present:

President Burress, misses Harrington, King, Bell, Sale, Lancaster, C.P.Cleoland, J.P.Cleoland, Shommer, Speck and Loose, and Mr. Wayland.

The minutes of the preceding meeting were not read, since the Secretary did not have the record book at hand.

Miss Wiley was allowed to substitute math. 50 for math. 10; Miss Brooke to drop Household Arts 20^(a); Miss Scott to drop Man. Arts 20; Miss Morrison to drop Man. Arts 10; Miss Huffman to drop Music 20 and take For. Languages 20; Miss Vada Landis to substitute math. 10 for math. 20; Miss Gentry to drop Rural Arts 20 and take Man. Arts 10; (Miss Libert to drop English 41 for the present;) Miss Sidney Smith to add Man. Arts 10^(c) to her program; Miss Lamb to add Household Arts 20; Miss Spencer to be excused from Phys. Education; Miss Earman to drop Music 30.

It was decided that unexcused absences of pupils from classes shall be reported on each Monday for the preceding week.

that Tuesday afternoon, from 4:45 to 6 o'clock, be reserved for faculty meetings;

that the young ladies, misses Harsberger, Sprinkel, Lancaster, and Earman, who are taking the special Kindergarten course, be allowed to drop Education 35 and be required to take Phys. Ed. D; and that they be excused from Education 35 until further action by the faculty.

The Rock Co. Teachers' Institute, to be held at the Normal School the next day, was discussed and prepared for. The program was read. The necessary temporary changes in the day's schedule of classes were announced and noted.

Adjourned at 6:35 p.m. to meet Tuesday, Nov. 9, at 4:45 p.m.

John W. Wayland,
Secretary.

Approved.

Reconsidered
Nov. 9, 1909.
See page 29.

Committee: Prof. Hartwile, Miss Lancaster, Miss C. P. Chorland.

Tuesday, November 9, 1909.

The faculty met in Room 23, Science Hall, at 4:45 p.m.
Those present were the following:

President Burress, Professor Heaton, Professor Wayland,
misses E. P. Cleveland, Lancaster, Shouinger, Loosie,
Sale, Speck, L. P. Cleveland, Harrington, and Bell.

The minutes of the two preceding meetings were
read and adopted with certain corrections.

The matter of Miss Sibert's request to drop English
H, referred to Miss E. P. Cleveland, was dropped till
further request from Miss Sibert. In the meantime she
is continuing in English 41.

The resolution (see page 27) regarding changes in
the kindergarten course was taken up by motion
for reconsideration. Upon being put again to vote, it
was lost.

It was moved and carried that the four young
ladies in question above, misses Hausegger, Sprinkel,
Lancaster, and Earman, be excused from Physical
Education for the present (first) quarter.

It was also resolved that Edmcs. 30 be required
in the kindergarten course.

Miss Hauger was allowed to change from For. Lang.
pages 30 to For. Langs. 20.

Misses Cleveland (E.P.) and Sale were appointed
a committee to act with the President in rearrang-
ing Miss Nora Spitzer's program.

Miss E. P. Cleveland was requested to have a
frank talk with Misses Katie and Louise Anderson,
with a view to aiding them in rearranging their pro-
grams.

Provision was made for the appointment of a
committee to submit a plan for uniform
grading in class work, examinations, &c.

Adjourned at 6:30 p.m.

John W. Wayland,
Secretary.

Tuesday, Nov. 16, 1909.

The faculty met in the English Room, Science Hall, at 4:45 p.m. Present were the following:

President Brewster, Prof. Hartwale, Prof. Wayland, Miss E. P. Cleveland, Miss Lancaster, Miss Shouinger, Miss Foote, Miss King, Miss Dale, Miss Speck, Miss L. P. Cleveland, Miss Harrington, Miss Bell.

The minutes of the preceding meeting were read and approved.

Miss E. P. Cleveland reported concerning her conference with Misses Katie and Louise Anderson; and other members of the faculty supplemented her remarks. The prevailing view seemed to be that it would be unwise to have them change their programs at this time - the middle of the quarter.

Miss Cleveland also reported concerning Miss Spitzer. The latter has been allowed to drop the regular Household Arts course for the present, and to take instead the Second Grade Certificate course, with electives in Household Arts.

Miss Otley was allowed to drop Music 20; Miss Riden to change from For. Langs. 30 to For. Langs. 20; and, in consequence, from Normal Arts 10⁽¹⁾ to Nat. Arts 10^(a). Miss Earman to omit Ed. 40 until the days are longer, and to arrange with Prof. Hartwale to make up the work in the Spring Term.

Arrangements, to some extent, were made for certain members of the Faculty to attend the meeting of the State Teachers' Association and affiliated organizations at Richmond, Nov. 23-26.

Adjourned at 6:05 p.m.

John W. Wayland,
Secretary.

Tuesday, November 30, 1909.

The faculty met at 7 p.m. in Room 23, Science Hall. Those present were the following:

President Burress, Prof. Heatwole, Prof. Wayland, Miss E.P. Cleveland, Miss Lancaster, Miss Shouinger, Miss Loose, Miss King, Miss Sals, Miss Speck, Miss Fida Cleveland, Miss Harriett, Miss Bell, and Mrs. Brooke.

The minutes of the preceding meeting were read and approved.

The following changes in student programs were allowed:

Mary Sattler to drop Foreign Language 30; Octavia Goode advised to drop Music 20, and not to drop For. Lang. 50; Miss Cole to drop History 25 and Phys. Ed. for the present, on account of lateness of the hours; Miss Full to drop Phys. Ed. for the rest of this quarter, on account of physical disability; Miss Riley to drop Math. 50 and take instead Math. 10; Miss Jackson to drop Math. 40.

The special committee appointed (see pages 28, 29) to formulate a uniform plan for grading in class-work, examinations, etc., made a report. As modified, amended, and finally adopted, the report is as follows:

1. There shall be formal written examinations set by the instructor at the close of each quarter, the time used to be the regular recitation periods; two periods (these may be upon different days) being the maximum length of the examination.

2. Formal examinations shall count one-third, and written reviews and class-work shall count two-thirds in the final record of the student's work.

3. The system of grading shall be uniform in all the departments, and the grades shall be indicated in the following manner:

A - 100-90 - Very good.

B - 90-80 - Good.

C - 80-75 - Passable.

D - 75-60 - Conditioned.

E - 60-0 - Failure.

The standard pass mark is 75.

4. The standing of the student sent to parents shall be indicated by the terms, Very good, Good, Passable, Conditioned, Failure.

5. The report of the student's standing sent to the office by the instructor shall be in the form of numerical grades, and shall be accessible to only the members of the faculty and to the State school officials.

6. A carbon copy of the report sent to parents or guardian shall be handed or mailed to the student concerned.

7. A conditioned student may be granted the privilege of a special examination in each subject not passed on the regular examination; but the special examination must be taken within the next

succeeding quarter that the student is in residence at the school.

A resolution was passed to the effect that the approaching Christmas holidays begin at dinner-time on Thursday, December 23.

The greater part of the session was taken up with the consideration of a serious offence, committed by one of the students living in the school dormitory. A sum of money (two or three dollars) had been stolen from the bureau of one of the students. One of the room-mates of this student also claimed to have had money stolen, and evidently aimed at casting suspicion upon the third girl in the room. Finally, after a week or more of investigation by the Matron and certain discreet and helpful students, a confession of guilt was made to the Matron by Miss Beatrice Gentry, the girl who had aimed to cast suspicion upon another. The confession, first made orally, was also put in writing by Miss Gentry and signed by her. It should be noted that the money, except perhaps a small portion, had, a day or two before the confession, been restored secretly to the bureau whence it had been stolen.

Miss Gentry had been a trusted student, and had been holding a position of honor and some employment in the school library.

Upon earnest and protracted consideration of the case, in its various phases, and in connection with what was known concerning the girl's antecedents and earlier environment, the faculty seemed led to the conclusion that it should attempt the difficult but bravest course of holding the girl and helping her to live down her mistake, rather than to take the easy course of sending her away under disgrace, to probable shame and failure for life. In this attitude towards the question the faculty adjourned at 11:30 p.m., to meet again the following evening at 4:45 o'clock.

John W. Tayfield,
Secretary.

Wednesday, December 1, 1909.

The faculty met at 4:50 in Room 22, Science Hall. Those present were the following:

President Burress, Prof. Hinsdale, Prof. Wayland, Miss E. P. Cleveland, Miss Lancaster, Miss Shoninger, Miss Toose, Miss King, Miss Cole, Miss Speck, Miss Lisa Cleland, Miss Harrington, Miss Bell, Mrs. Brooke.

The case of Miss Gentry was given further careful consideration. The conclusion of the former meeting seemed to command itself even more thoroughly than before; and it was decided wise to

(See opposite page) He also states that Miss Gentry had been present during a part of this conference, and that she ^{had}, further signified her repentance for her misdeeds, and had shown a disposition to accept with gratitude the efforts proposed for her strengthening and uplift.

call in the seven young ladies, who had given such valuable assistance in the case, for a conference with the President and the Matron, with a view to enlisted their co-operation in the further steps to be attempted. This conference was to be held at a later hour the same evening.

Adjourned at 6:30 p.m.

John W. Wayland,
Secretary.

Thursday, December 2, 1909.

The faculty met at 4:50 p.m. in Room 22, Science Hall. Those present were the following:

Pres. Burness, Prof. Heavenside, Prof. Wayland, Miss E. P. Cleaveland, Miss Shouinger, Miss Loosse, Miss King, Miss Dale, Miss Speck, Miss Lida Cleaveland, Miss Harrington, Miss Bell, Mrs. Brooke.

The President reported that the night before he and Mrs. Brooke had had a protracted conference with the seven students already referred to in these records; and that they had finally come to the same point of view previously adopted by himself and the faculty, and had agreed to lend their assistance in securing the co-operation of the whole student body in the task proposed. (See opposite page.)

At this juncture, a resolution was ~~adopted~~^{upon suggestion of Pres. Burness,} passed ^{cause of} by the faculty, ratifying and adopting as its own the action thus far followed by the President and the Matron, since up to this point the President and Matron had been acting mainly upon their own responsibility and initiative, having the faculty^{only} as an advisory council.

In accordance with the foregoing, and with the purpose of carrying through the course agreed upon, the following resolutions were framed and passed:

"Resolved, That the President, together with members of the faculty, assemble at 7:30 this evening the students who live in the school dormitories, and tell them of the offenses committed by Miss Gentry, together with the action and conclusions of the faculty regarding these offenses; to wit, that the offenses are clearly recognized in their most serious character; but that it is the faculty's wish to help Miss Gentry overcome such weaknesses rather than to cast her out; and that the co-operation of the whole school family is sought in the effort to help Miss Gentry live down her mistakes and at the same time elevate and maintain the ethical standards of the school.

"Furthermore, that it be stated to the student body that the position of trust and honor Miss Gentry has heretofore

held will be taken from her for the present.

"Finally, that Miss Gentry be given liberty to be present at the above-mentioned mass-meeting if she so elect."

Adjourned at 6:15 p.m.

The mass-meeting provided for above was held in the Assembly Room of Science Hall, from 7:30 to 9 o'clock. President Barrus, in a carefully considered address of some length, presented the case; rehearsed the action and conclusions of the faculty; pointed out the reasons for the course decided upon, together with the opportunities thus afforded for mutual helpfulness and for growth in the powers of real character and service; and requested the hearty but discreet co-operation of all present in helping the fallen to rise in greater strength, and in placing the name and standards of the school upon a firm and exalted basis.

Short addresses were made by Mrs. Brooke, Miss E.P. Cleland, Prof. Wayland, and Prof. Hettwale.

The attitude of the girls seemed responsive and sensible. The meeting dispersed with the feeling prevalent that a decided gain had been made for a quickened conscience and a closer sympathy in high aims.

John W. Wayland,
Secretary.

Tuesday, December 7, 1909.

The faculty met in Room 23, Science Hall, at 4:50 p.m. Present were the following: President Barrus, Prof. Hettwale, Prof. Wayland, Miss E.P. Cleland, Miss Lancaster, Miss Shriver, Miss King, Miss Sale, Miss Speck, Miss L.P. Cleland, Miss Harrington, Miss Bell, Miss loose.

The minutes of the three preceding meetings were read and approved.

A resolution intended to supplement the report on grading, examinations, &c., was referred to the special committee on those subjects for consideration and subsequent report.

The question of whether the articles made by the members of the practical courses shall be returned at once to the respective makers and owners or be kept until after the annual exhibit, was referred to the Committee on Exhibits for report at the next regular meeting.

Miss May Hamilton was allowed to disp Man. Arts 20, Man. Arts 35, and Household Arts 30.

Adjourned at 6:10 p.m.

John W. Wayland,
Secretary.

Tuesday, December 14, 1909.

The faculty met in Room 12, Science Hall, at 4:55 p.m.
Present:

Pres. Burrows, Prof. Hartshale, Prof. Wayland, Misses E. P. Cleveland, Lancaster, Shouinger, Loose, King, Hale, Speck, L. P. Cleveland, Harrington, and Bell.

The minutes of the preceding meeting were read and approved. The supplementary report of the committee on grading, examinations, etc., was adopted, as follows:

"A student who is marked 'conditioned' on any subject at the end of a quarter has the privilege of going on with the work, with the understanding that she is to take, within the next quarter of residence at the school, a special examination covering the work of the quarter upon which she was conditioned; — unless the work in that subject is continuous or connected through more than one quarter; in which case the condition may be removed by means of the combined average of the grades for the two or more quarters."

The committee reporting on exhibits recommended a public exhibit at the end of the school year, and informal exhibits at the end of each term; the instructors concerned to arrange with the students for the holding temporarily of such articles as may be desired for display.

It was also recommended that the faculty take thought for securing competent lecturers from time to time, specially such as can be secured at small expense.

It was resolved that the Christmas Holidays begin Thursday morning, December 23. This arrangement was found necessary on account of traveling connections.

The schedule of classes for the second quarter having ^{been} put on the blackboard, ^{by Pres. Burrows, it} was discussed, certain slight changes being made therein.

Adjourned at 6:20 p.m.

John W. Wayland,
Secretary.

Tuesday, December 21, 1909.

The faculty met in Room 11, Science Hall, at 4:55 p.m.
Present:

Pres. Burruss, Prof. Heaton, Prof. Wayland, Miss E. P. Cleveland, Miss Lancaster, Miss Shouinger, Miss Foote, Miss King, Miss Sale, Miss Speck, Miss L. P. Cleveland, Miss Harrington, and Miss Bell.

The minutes of the preceding meeting were read and approved.

Various matters of interest—special lectures, class schedules, registration of students, the advisability of having Monday instead of Saturday for the weekly holiday, etc., were informally discussed.

Adjourned at 6:00 p.m., to meet at 4:45 p.m., Tuesday, January 4, 1910.

John W. Wayland,
Secretary.

Tuesday, January 4, 1910.

The faculty met in Room 11, Science Hall, at 5 p.m.

Present:

Pres. Burruss, Prof. Heaton, Prof. Wayland, Miss E. P. Cleveland, Miss Lancaster, Miss Shouinger, Miss King, Miss Sale, Miss Speck, Miss L. P. Cleveland, Miss Harrington, Miss A. V. Cleveland, Miss Bell. Miss Foote was absent from the school to deliver an educational address.

The minutes of the preceding meeting were read and approved.

The tardy return to school of a few students, late registration, and the advisability of charging a fee for late registration, were tentatively discussed.

Miss McLeod was granted permission, if she so desire upon further consideration, to drop Music 20; Miss Messersmith was allowed to change from H.A. 25^a to P.A. 20.

The lecture to be given at the High School Jan. 5, under the auspices of the Normal School, by Mr. Lee F. Hamner, secretary of the Am. Playgrounds Assn., was discussed, with a view to securing a good audience. The lecture before the Gee Literary Society, promised for the night of Jan. 14, by Prof. Chat. A. Gravas of the University of Virginia, was similarly discussed.

A communication regarding simplified spelling, sent out advocating the same, by representatives of the Iowa State Teachers' College and other institutions, was read and laid on the table for further consideration.

Sunday matters of registration of individual students were discussed.

Adjourned at 6:20 p.m. — John W. Wayland, Secretary.

Tuesday, January 11, 1910.

The faculty met in Room 11, Science Hall, at 4:45 p.m.
Present:

Pres. Burress, Prof. Wayland, Misses E. P. Cleveland, Lancaster,
Shouinger, Loose, King, Sale, Speck, L. P. Cleveland, Harrington, and Bell.

The minutes of the preceding meeting were read and approved.

Miss Fuik was excused from physical education and was
allowed to change from Geography 38 to Mathematics 38.

A communication from the Natl. Education Association
(Dept. of Supts., Agricultural Section), asking co-operation in
getting a winter meeting of the presidents and teachers of
normal schools, in connection with the winter meeting
of the Dept. of Supts., was read and favorably considered.

A special communication from the Lee Literary
Society, inviting the faculty to attend the program in
honor of General Lee's birthday, to be held in the
town hall the following Friday night, was read.

The request of Miss Gentry, to be restored to her
position in the school library, was presented by the
president and considered by the faculty. It was decided
that she might resume her position, as aforesaid,
on the first of March following, provided her
conduct continue to be satisfactory.

After further discussion of various matters, the
faculty adjourned at 6:20 p.m.

John W. Wayland,
Secretary.

Tuesday, January 18, 1910.

The faculty met in Room 11, Science Hall, at 4:50 p.m.
Present:

President Burress, Prof. Hettwold, Prof. Wayland, Misses E. P.
Cleveland, Lancaster, Shouinger, Loose, King, Sale, Speck, L. P. Cleveland,
Harrington, and Bell.

The minutes of the preceding meeting were read and approved.

It was decided to give Wednesday afternoon, January 19, as a
half-holiday, in honor of General R. E. Lee's birth, and in order to al-
low the Lee Society and others to attend a reception tendered them in
town by the Turner Ashby Chapter Daughters of the Confederacy.

Miss Seila Taylor was excused, for the present, from Nat.
Science 20.

The President reported a total registration to date

of 166 students — 16 new ones having come in since the opening of the second quarter.

A communication was read from Miss Henrietta Gardner, of Pennsylvania (?), expressing appreciation of the courtesies shown her at the school. Miss Gardner has been spending some days in the vicinity, studying educational conditions and giving assistance as opportunity is afforded.

Adjourned at 5:15 p.m.

John W. Wayland,
Secretary.

Wednesday, January 19, 1910.

The faculty met in Room 22, Science Hall, at 10:05 a.m. The President appointed Miss Bell, Prof. Heaton, and Prof. Wayland a special committee to draw up appropriate resolutions upon the death of Mr. (Hon.) A. H. Snyder, Secretary of the Board of Trustees — Mr. Snyder having died the preceding evening at 6 o'clock.

The faculty met again at 12:15 p.m., and approved the committee's form of resolutions, which are as follows:

"Resolved, First: That we bow in humble submission to the will of Almighty God, our Heavenly Father, who doth all things well, and in whose benevolent providence we may at all times implicitly trust;

"Second: That we bear unreserved and united testimony to the high character and excellent worth of Mr. Snyder as a man, and to his untiring energy, intelligent vigilance, and faithful valuable service as Secretary of the Board of Trustees of this institution;

"Third: That our expression of sincere sympathy in this hour of bereavement is hereby extended to the stricken family, in which the loss of husband and father is so deeply felt;

"Fourth: That all school exercises of this institution be suspended during the time of the funeral ceremonies on Thursday, January 20;

"Fifth: That a committee of the Faculty, consisting of the President, with Professor Heaton and Miss E. P. Cleveland, attend the funeral as the official representatives of this body;

"Sixth: That a copy of these resolutions be entered upon our minutes; and that other copies be given to the papers of Harrisonburg and Richmond for publication."

Committee { John W. Wayland,
Cornelius J. Heatonale,
Mary S. Bell.

Miss Lida Cleveland,

Another special committee, consisting of Miss Lancaster, and Mrs. Brooke, was appointed to procure a floral tribute, to be tendered in the name of the Normal School faculty.

John W. Wayland,
Secretary.

Tuesday, February 1, 1910.

The faculty met in Room 11, Science Hall, at 4:55 p.m.

Present:

Pres. Burress, Prof. Heatonale, Prof. Wayland, Misses E. P. Cleveland, Lancaster, Shouinger, Loose, King, Sale, Speck, L. P. Cleveland, Harrington, and Bell.

The minutes of the three preceding meetings were read and approved.

Reith McCorkle allowed to add Math. 10 to her program;
Sidney Smith to drop Household Arts 25^(a);

Grace Rhodes to add For. Lang. 30 and Math. 40, and to be classed as a regular student in the first year of the professional course (2-yr. course) for 4-yr. high-school graduates.—Her credits for work omitted heretofore to be determined by her future work with Misses Loose and Lancaster in the subjects above-mentioned.

Prof. Heatonale, chairman of Committee on Relations to Other Institutions, etc., made the following report, which was approved.

"Report of Committee on Relations to Other Institutions.

"First Quarter ending December, 1909.

"The first week after the opening of school arrangements were made with Principal Keister and the instructors of the public schools of the town of Harrisonburg by which students of the Normal School may go observation and practice teaching in the grades of the said public schools.

"The second matter considered by this committee

was a plan of extension work to be done by members of the faculty. Arrangements were made to have the school represented by the different members of the faculty at the County institutes and other educational gatherings throughout the State. The following outline indicates the work done under this plan:

"President Burness, State Teachers' Assn., Richmond, 1 address.
"Professor Heatwole, Woodstock, 2 addressees,

Orange, 2 "
Stanardsville, 1 address;
Goochland C.H., 1 "
Amherst, 1 "
Tazewell, 3 addresses;
Wise 1 address;
Honaker, 2 addresses;
Big Stone Gap, 1 address;
Bristol, 1 "
Independence, 1 "

Schools visited at Marion, Pulaski, and Radford.
"Miss King, addresses as indicated:

Blackstone, 2
Rustburg, 1
Charlottesville, 1
Pulaski, 2
Marion, 2
Martinsville, 1
Roanoke, 5
Richmond, 1
Manassas, 1

"Miss Shoninger, addresses as indicated:

Harrisonburg, 2
Wytheville, 2
Christiansburg, 4
Richmond, 1

"Miss Lancaster, addresses as indicated:

Free Union, 1
Beaver Dam, 1
Harrisonburg, 1

"Miss E. P. Cleoland, addresses as indicated:

Farmville 1
Harrisonburg, 1

(Over)